

Milton Keynes Community Foundation Limited  
(a company limited by guarantee)  
Trustees' annual report and financial statements of the Group  
31 March 2020



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(a company limited by guarantee)

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31 March 2020

Registered company number 2032715 (England and Wales)  
Registered charity number 295107

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**Trustees' report and financial statements of the Group**  
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## Chair's Report

2019/20 covers the second year of our Strategic Plan and a time when many of the changes detailed in the plan were put in to place. It was a year where we managed several senior staff changes and towards the end of the year the start of the Covid 19 Pandemic.

Through the outstanding generosity as always, of our donors, both individuals and corporates we were able to create 9 new funds and have managed 2 trust fund transfers, all adding to our fund portfolio during the year. We now have 47 Endowment Funds, which are invested with the CCLA and 41 flow-through funds which are spent within a specified time frame. Additionally, as we ended the financial year, we are in the process of completing a further large fund which would enable significant additional support to the sector.

This year, thanks to that generosity, we were able to give more than £2.4m in support of the Voluntary, Community and Cultural Sector (VCCS), supporting 130 organisations, impacting on an estimated 35,000 beneficiaries.

We continue to be incredibly proud that we have been able to support so many organisations and to be part of delivering life changing and life-enhancing projects to thousands of MK citizens across the whole borough.

A part of our strategic re-focus we undertook the first part of our Governance review, which has seen changes in our committee structure and with the introduction of a Philanthropy and Grant Committee to oversee and support our philanthropic work, during the year we agreed a specific Philanthropy strategy. The three main areas of focus are:

- Diversify and grow our philanthropy programme
- Enable more impactful grant giving
- Work collaboratively across the organization to maximize philanthropy opportunities, ensure compliance & measure our impact

The delivery plan associated with this strategy focuses on building philanthropy across our borough, increasing the funding we have available and making sure we are supporting all our communities.

Also, during the year, we adopted a specific Property strategy which also has three main areas of focus:

- Provide and manage sustainable, suitable, high quality community spaces for VCCS
- Actively developing our community land and property assets
- Generating surplus from our commercial and social enterprise activities to increase grant making and support

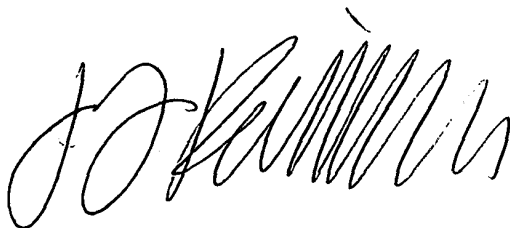
The delivery plan associated with this strategy focuses on actively managing our property portfolio so that we can better support our VCCS, invest in new buildings so that tomorrow's sector needs are supported and to ensure that the income driven from our conference social enterprise and commercial tenants generates surpluses that can be ploughed back into supporting our communities.

2019 saw us publish the full Vital Signs report. Sadly, we reported that child poverty has risen in our borough, this will be a major plank on our new corporate membership drive during 2020/21. Issues around knife crime and rises in reported domestic violence saw us hold specific themed vital thinking events to promote joined up working across community groups. Our continued focus on seeking good mental health prompted several funding applications which were able to support during the year.

However, the most significant impact on our operation came in the last month of the financial year. Covid 19 had and continues to have, a devastating impact on our communities. The gap between those families and individuals who are thriving in Milton Keynes and those who continue to be left behind was demonstrated in a starker form than ever before. This was why we immediately launched the MK Emergency Covid 19 Appeal. The Appeal focused on funding groups supporting the most vulnerable in our communities. As part of our planning we sought out groups that could have the most impact and we radically simplified our application processes so that we could complete our normal due diligence process quickly and efficiently, speeding up the process so that funding was made available quickly. At its peak we held several grant panels each week and were able to make payments to groups within a week of application.

Whilst we will be producing a specific report on the Emergency Appeal during 2020/21, we are happy to report that we can see the difference we are making already. Tens of thousands of pounds has already been donated by individuals and companies and already groups have been able to deliver emergency food parcels, help packs, run voluntary support services, provide mental health services and even several projects that have brought people together. We have been delighted that through the funding we have been able to bring groups together to forge new partnerships and we have created new bridges into many of our BAME communities that prior to this crisis we had not worked with. Whilst our hearts go out to those families and individuals who have lost beloved family members and to those individuals that have been effected in many other ways through ill health or bereavement, we are also able to see how great our Milton Keynes community is and how effective our collective endeavours have had such life changing positive impacts too. MK Community Foundation will continue to strive to do all we can to support our communities, inspire philanthropy and to play our part in the leadership of our borough so that we build a resilient, creative, inclusive and philanthropic community in Milton Keynes.

Lawrence Revill – Chair of Trustees

A handwritten signature in black ink, appearing to read 'L Revill', written in a cursive style.

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Trustees' annual report and financial statements of the Group  
31 March 2020

## Trustees' Annual Report

### Reference and administrative information

**Charity Registration Number:** 295107

**Company Registration Number:** 2032715

**Principal Office:**  
Acorn House  
381 Midsummer Boulevard  
Central Milton Keynes  
MK9 3HP

**Website:** [www.mkcommunityfoundation.co.uk](http://www.mkcommunityfoundation.co.uk)

**Bankers:**

Bank of Scotland  
33 Old Broad Street  
London  
EC2N 1HZ

HSBC  
19 Midsummer Place  
Milton Keynes  
MK9 3GB

Svenska Handelsbanken AB  
201 Silbury Boulevard  
Milton Keynes  
MK9 1LZ

Close Brothers  
10 Crown Place  
London  
EC2A 4FT

**Investment Managers**

UBS AG  
5 Broadgate  
London  
EC2M 2AN (Until Oct. 19)

CCLA  
Senator House  
85 Queen Victoria Street  
London  
EC4V 4ET

**Auditor**

RSM UK Audit LLP  
The Pinnacle  
170 Midsummer Boulevard,  
Milton Keynes  
MK9 1BP

**Property Manager**

Hornbeam Limited  
13 Furzton Lake  
Shirwell Crescent  
Furzton  
Milton Keynes  
MK4 1GA

**Solicitors**

EMW  
Seebeck House  
1 Seebeck Place  
Milton Keynes  
MK5 8FR

**Directors and Trustees**

The directors of the charitable company (the Community Foundation) are its Trustees for the purposes of charity law and throughout this report are collectively referred to as the Trustees. Letters designating membership of a committee are: Audit Committee (A), Grants Panel (G), Philanthropy & Grants Committee (Ph), Property Board (P) Resources Committee (R), and Remuneration Committee (Re). More information regarding Committees is shown on page 9 and further details of the Trustees can be found on our website, <https://www.mkcommunityfoundation.co.uk/meet-team/>

Carole Baume	Vice Chair of Board, P, Chair of Remuneration Committee, P	Paul Nolan	Vice Chair of Resources (16.05.19)
Kate Chadwick	Re, Ph, Chair of Grants Panel	Sean O'Reilly	R, (16.05.19)
Steve Harris	Chair of Property Committee, R	Laurence Revill	Chair of Board & Resources Cttee, A, P
Jill Heaton	A, P,	Christopher Shaw	P (16.05.19)
Shirley Jones	Ph, G	Elizabeth Henderson	Ph (16.05.19)
Shaun Lee	Chair of Ph Committee, R, G	Fola Komolafe MBE DL	Resigned 16.9.19
Kurshida Mirza	Vice Chair of Property Committee, Vice Chair of Philanthropy and Grants Committee, G	Dr Alice Maynard	Resigned (03.07.19)

**Senior Executive**

Ian Revell	Chief Executive
Andrew Wallis	Director of Finance: (Appointed 02.01.19 / Resigned 10.06.19)
Sarah Wilson	Director of Finance: (Appointed 18.11.19)
Vanessa Bradley	Director of Operations
John Palmer	Director of Philanthropy/Deputy CEO: (Appointed 04.03.19 / Resigned 06.09.19)
June Oldroyd	Director of Philanthropy: (Appointed 01.04.20)
Ranjit Singh	Director of Philanthropy: (Appointed 01.04.20)

## **Trustees' Annual Report (continued)**

The Trustees have pleasure in presenting their annual report and audited consolidated financial statements for the year ended 31 March 2020, which are also prepared to meet the requirements for a directors' and strategic report and accounts for Companies Act purposes.

The financial statements comprise the group accounts of Milton Keynes Community Foundation (the "Community Foundation") and its wholly owned subsidiary, MK Community Properties Limited. These statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Memorandum and Articles of Association, the requirements of the Companies Act 2006, Charities Act 2011 and the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" applicable to charities preparing their accounts in accordance with (FRS 102).

The accounts on pages 28 to 57 incorporate all the various funds within the Community Foundation. An analysis of the group income and expenditure between the various funds is provided in note 19.

## **STRATEGIC REPORT**

### **Objectives and Activities**

The objects of the Community Foundation are defined in its Memorandum and Articles of Association, allowing the Trustees to make grants out of capital and income to voluntary groups, charities and individuals who support people within the Milton Keynes unitary authority area. The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Community Foundation's aims and objectives and in planning future activities and setting the grant making policy for the year. Fund holders have the opportunity to direct a small percentage of their funds outside the Milton Keynes Unitary Authority area.

The Community Foundation has a five-year strategic framework which seeks to increase the grants and support available to the Voluntary, Community and Culture Sectors (VCCS) across the borough.

### **Our Strategic Plan States:**

**Our Vision** is for a thriving Milton Keynes where everyone is contributing to their community.

**Our Mission** is to connect people with resources, skills and ideas to enrich lives and create positive growth for Milton Keynes. We achieve our mission through three themes of:

**Supporting ~ Inspiring ~ Leading**

- **Supporting**  
To support the growth and development of our voluntary community and cultural sector;
- **Inspiring**  
To inspire giving to our communities through philanthropy and other social action;
- **Leading**  
To take a lead in connecting and growing sustainable communities.

Our Strategic Goal over the next five years is to build a resilient, creative, inclusive and philanthropic community.

### **Our Outcomes**

1. A sustainable, resilient, confident and creative VCCS;
2. An actively philanthropic Milton Keynes community;
3. An effective and appropriately resourced VCCS and MK Community Foundation.

**In five years-time our impact will be:** A resilient, thriving, active and energetic community.

## Trustees' Annual Report (continued)

### STRATEGIC REPORT (continued)

The Community Foundation's wholly owned trading subsidiary company, MK Community Properties Limited, is a provider of meeting and conference facilities. In addition, the company also leases small business units on licence to both commercial and not for profit organisations. Its aim is to support the voluntary community and cultural sector in Milton Keynes, either through subsidised meeting and conference room hire or indirectly through its surplus income from commercial small business units, which contributes towards the Community Foundation's grant making programme. MK Community Properties Limited also owns 22 community land sites and 12 strategic Community Foundation Land sites.

The Community Foundation continues to face a number of challenges in both the short and long term due to the growth plans for Milton Keynes arising from both the government's Growth Agenda proposals, responding to the opportunities of the Oxford Cambridge arc project and the changes effecting Central Milton Keynes. Additionally we seek to provide appropriate and adequate support for the changes in our communities diversity to deliver equity and inclusion across our borough, all this coupled with the continuing Council budget constraints, where monies are increasingly being focused on primarily statutory requirements, the challenge for the Community Foundation is how we ensure that ongoing support is available to vulnerable people, to BAME communities and our rural communities. To address the challenges, we offer a number of different types of grants to support our communities and deliver community impacts:

**Micro Grants** for sums up to £200 (£300 in the expansion areas) designed as a first application for new grassroots organisations with a decision being made within five working days.

**Small Grants** for sums up to £1,500 and **Community Grants** for sums up to £5,000. In exceptional circumstances the Community Foundation may award larger grants for significant projects dependent on needs and priorities.

**Transformation Grants** for multi-year projects taking place over up to three years. They are designed to offer significant strategic support to local organisations working with our New Communities or with older people and people with disabilities.

**Large Strategic Grants** for grants of over £20,000 for multi-year strategic projects for a maximum of 3 years. Funding for this programme comes from our Margaret Powell Foundation Fund and additional funding from The National Lottery Community Fund of £300,000, in the form of match funding, enabling the Lottery to offer extended support in the local area.

It is often the case that, large strategic projects due to their wider aims, do not fall within the restraints of 12 months. This multi-year programme allows the Foundation to support local groups or charities across a number of years helping them to focus on capacity building, sustainability and addressing emergent strategic needs.

In July 2020, the Board of Trustees reviewed the activities over the year of the Community Foundation between 1<sup>st</sup> April 2019 and 31<sup>st</sup> March 2020.

Delivering community impact is central to our mission and to achieving our vision for Milton Keynes. Our activities during the year align to the Strategic Plan under the themes of supporting, inspiring and leading as follows:

#### **Philanthropy** **Supporting**

- We secured funding of £150,000 from MK Council called the MK 2050 Fund for 2019-20. This fund is for supporting new organisations, supporting existing groups while they secure new funding and stronger finances and supporting disadvantaged people. MKCF will receive an 8% fee for all awarded grants.

## Trustees' Annual Report (continued)

### STRATEGIC REPORT (continued)

- The Philanthropy Team secured a new **£50,000** endowment Family Fund to support young disadvantaged people in MK and to also support 1 arts bursary per year. MKCF will receive a 10% fee for all awarded grants.
- The Philanthropy Team also secured a new Corporate Fund from Anglian Water, a flow through fund at the value of **£15,000** to support poverty and disability projects. MKCF will receive a 10% fee for all awarded grants.
- **Four** Applications and Monitoring workshops were delivered through the year.
- **Eight** Sports Bursaries totalling **£9,000** in partnership with Sport MK and Sports Aid.
- We awarded the seventh Adams Engineering Prize Bursary, in partnership with MK College totalling **£2000**.
- The team continued to meet with Fundholders to report on grants and encourage further giving as well as regular visits to business networks to encourage new support.
- Held our 31st Car Raffle although in recent years participation and interest has decreased, despite additional promotion and online ticket sales the raffle raised **£7,593** for local groups.

#### Inspiring

- Organised several 'Seeing is Believing' visits.
- Our Member's reception was held at MK Gallery and was attended by over 100 members, fund holders and Trustees.
- The Foundation joined the Cultural, Inclusion and Diversity group led by AHA (Arts and Heritage Alliance) and commissioned by MK Council to determine the barriers of diverse communities accessing Art and Culture in Milton Keynes.
- Next Generation Philanthropy: We held our first next generation workshop with students from The Hazeley Academy and MK College.

#### Leading

- Vital Signs for 2019 was a report on all areas and was delivered to an audience of 100 people at the launch event on 2 October.
- We joined a working group at UKCF to explore how United Nations Sustainable Development Goals can be incorporated into our research work on Vital Signs.
- We facilitated a working group of volunteers from MK Soroptimists, MK College, MK Rose and
- Working with Trustees we have delivered a new Grants Policy which better reflects the needs of the VCCS.

#### Marketing

It has been a busy year with the Marketing Team being reduced to 1 member of staff for 4 months of the year, we still managed to support the Philanthropy team in profiling case studies, events, and materials.

#### Supporting

- Coordinated the production of the Vital Signs report, including the design, print, social media and launch event and PowerPoint presentation.
- Delivered a collaborative International Women's Day event at Campbell Park on 8<sup>th</sup> March bringing together the Fawcett Society, MK College, MK Soroptimists and the Cenotaph Trust (MK Rose) Despite the weather the event was well attended, and the resulting video was very well received on social media.
- 18 web communications were sent to around 500 supporters each campaign, 98% delivered and 50% opened, the most successful communication was to community groups giving information around the Covid -19 grants appeal with a 65% open rate.
- We started regular communications for Trustees and Vice Presidents.



## Trustees' Annual Report (continued)

### STRATEGIC REPORT (continued)

#### Inspiring

- In a partnership with MK Citizen we had a full page feature every month two of which were double page spreads.
- Two Seeing Is Believing events took place one in June and another in September both resulted in substantial donations being made.
- In partnership with MKFM we had regular monthly radio slots alternating between informative interviews on subjects around Vital Signs, promotional interviews promoting the Car Raffle and International Women's Day and sharing the airwaves with community groups to demonstrate the impact of grant funding.
- Instagram followers number 1208, with a reach of 14000 views of posts and 742 likes.
- We made 248 Facebook posts and increased followers to 1,500. Posts were shared 495 times and we received 2,200 reactions the most viewed post was the announcement of the Car raffle winner in February.

#### Leading

- We attracted an additional 213 new followers to LinkedIn bringing the total to 662 of which 414 are based in Milton Keynes; 86 are not for profit organisations; we posted 205 messages

#### Property

CMK properties and conferencing social enterprise delivered the following achievements:

- Almost 28,000 delegates used the conference space
- 403 more bookings than previous financial year
- Over £40,000 in room hire subsidies to voluntary community sector organisations
- Converted a large area of MP House to 5 new small business units and found tenants for all of them at the full rental rate.
- Increase in revenue by almost £10,000
- Finalist in the national MIA Team awards
- Planned and converted 2 vacant tenant spaces to create 2 new meeting pods – one with 2 more large meeting rooms, the other with 2/3 medium/large meeting rooms using removeable room dividing walls. Both areas offering their own self-service refreshment area.
- Planned and created brand new high spec self-service break-out area on 4<sup>th</sup> floor conference centre in MP House.
- Converted the old café space to create an enabled meeting space to accommodate groups including guests with various disabilities including mobility, vision, hearing etc.
- New state of the art conference IT installed across the whole conference facility giving us an advantage over other local venues
- Installed new wi-fi access points across both buildings to increase the speed and reliability of the wifi to tenants and conference centre guests.
- Planned and completed the works to create a new café in the reception area of Acorn House. New café owner signed the lease and the café became operational and open to the public in March.

**Trustees' Annual Report (continued)**  
**STRATEGIC REPORT (continued)**

**Across the wider Property Estate:**

- We approved Community Foundation land applications to Sieve MK, a not-for-profit organisation which aims to address the problem of educational underachievement among young people, particularly those of black and minority ethnic backgrounds.
- Supported the Shital Temple Project to develop their new community building in Tattenhoe and conducted extensive community arbitration activities
- Completed a condition survey for whole portfolio
- Completed site analysis for all undeveloped sites
- Established Task & Finish Group to lead a Property Strategic review
- Continued our Brookland Gymnastic & Table tennis development project, securing a new housing development partner

**Governance**

- During the year we recruited three new Trustees.
- We completed the first part of our Governance review based on the Charity Governance Code.
- We establish a new committee structure of Resources, Philanthropy & Grants, Property, Audit and Remuneration and several Grants Panels.
- We agree new terms of reference and re-organised committee memberships
- We appointed a Vice-Chair and commenced the recruitment process for the next Chair of Trustees
- We appointed 2 new community representatives to our Grants panel to replace those retiring on rotation.

**Current Committees**

**Resources**

The Resources Committee met five times during the year and has five Trustee members. The purpose of the committee is to oversee the areas of the Community Foundation that create an income flow or demands a cost:

- Income Flows: Philanthropy and Fund Development, Commercial Properties, Community Properties, Social Enterprise, Investment, Cash Holdings
- Costs: Philanthropy, Property, Human Resources, Investment Management, Projects (including budget), HR Issues, Board evaluation, and other operational resources e.g. IT systems.

The aim of this committee is to oversee the stewardship of the Community Foundation's tangible assets, investments, people and the monitoring of the organization's income and costs:

- Monitor and review the performance of the Community Foundation's income and costs.
- Set and monitor the delivery of the Community Foundation's investment policy, including oversight of investment management arrangements.
- Oversee the Community Foundation's philanthropic fund development growth (Endowment and Flow-through Funds)
- Oversee the financial performance of the Community Foundation's social enterprise and income generation programmes
- Review the activity plans of the Community Foundation staffing arrangements, human resource management, salary budget and recommend human resource related policies to the Board for approval.
- Review MK Community Foundation's work to ensure compliance with statutory and regulatory requirements.
- To consider other topics, as defined by the Board.

Attendance of this committee during the year was 73%

## **Trustees' Annual Report (continued)**

### **STRATEGIC REPORT (continued)**

#### **Philanthropy & Grants**

The Philanthropy and Grants Committee was established in November 2019 and therefore only met 3 times during the year. It has five Trustee members and two external members. The purpose of the committee is to advise, oversee and monitor the Community Foundation's philanthropy & grants activity and strategy

The aim of this committee is

- To make decisions regarding the philanthropy strategy and grants policy, in particular to focus on both philanthropy impactful fund growth and grantmaking,
- To oversee and monitor the activities of the community grants panel making recommendations in order to improve the effectiveness of grant making and to better align to vital signs,
- To regularly review philanthropy performance against the budget - including fund development income, grant making distribution plans,
- To approve and review the impact of new and existing strategic partnerships,
- To oversee the Community Foundation's marketing and communication to ensure the activities are fit for purpose, in order to enhance our reputation and build our profile across all of functions including philanthropy, grant making, property and Conferencing Social Enterprise.
- To keep the Trustee board updated and involved with the philanthropy strategy, in line with the charity commission and fundraising regulators guidance. (CC20 and Fundraising Code of Practice),

#### **Grants Panel**

The Grants Panel met five times during the year and has four Trustee members assisted by 12 Community Representatives. The aims of this panel are:

- To review applications for grants, provide information and prioritize applications.
- To regularly review Grants policy and process in line with the changing needs of the voluntary sector and our strategic aims and make recommendation to the Philanthropy & Grants committee of any improvements.

Attendance of this Committee during the year was 80%.

#### **Property**

The Property Committee met four times a year and has seven Trustee members assisted by our Property Asset Consultant and Director of Operations. The purpose of the Committee is to oversee the implementation of MK Community Foundation's Property Strategy and performance of the organization's property related social enterprise activities.

The aims of this committee are to:

- Make decisions about disposal of leaseholds of Community Foundation land.
- Oversee the Property and Estate management operational activities and performance.
- Oversee the Community Foundation's Property Development projects and make related recommendations to the Board.
- Review and make recommendations related to Property policy.
- To consider other topics as defined by the Board.

Attendance of this Committee during the year was 94%.

## **Trustees' Annual Report (continued)**

### **STRATEGIC REPORT (continued)**

#### **Remuneration**

The Remuneration Committee met twice during the year and has two Trustee members (one of which is the Chair of Trustees). The purpose of the Committee is to oversee the Remuneration Policy and set the salary structure for the Chief Executive and Executive Team.

The aims of this committee are to consider and recommend the policy for the remuneration (including benefits, pension arrangements and termination payments) of the Executives of the Charity

- In determining such policy, take into account all factors which it deems necessary including relevant legal and regulatory requirements.
- Within the terms of the agreed Policy to determine the total individual remuneration package of each executive member of the Charity including, where appropriate, bonuses, incentive payments, other awards and pension arrangements.
- To consider all recommendations relating to the Executive Team's annual performance review and any related bonuses/ salary recommendations.
- The role of the Remuneration Committee does not encompass decisions to appoint, employ or dismiss executives or other staff members.
- To obtain reliable, up-to-date information about remuneration in other companies / charities.
- To appoint remuneration consultants and commission or purchase report surveys or information, which is deemed necessary, within agreed budget.
- To consider other topics, as defined by the Board.

Attendance of this Committee during the year was 89%.

#### **Audit**

The establishment of the Audit Committee was agreed in November 2019, however recruitment of members was not completed before the end of the financial year. It is anticipated that it will meet two times a year and consist of four members to include the Chair of Resources, one Trustee and two independent external members. The purpose of the Committee will be to oversee the preparation for internal audit and reviews the external audit process.

The aims of this committee are to oversee all aspects of the Community Foundation's activities requiring audit control and risk management and to advise on audit policy matters:

- Ensure that all appropriate regulatory and audit procedures are introduced and adhered to.
- Oversee the annual audit, including the review of the external auditor's management letter and, where applicable, advise on the Community Foundation's response to any audit recommendations.
- Review the management letter with the External Auditors, which should include discussing the nature and scope of the audit and the auditor's views on the Community Foundation's internal controls.
- Recommend the audit fee to the Board and ensure that the provision of any non-audit services does not impair the external auditor's independence or objectivity.
- Consider other topics as defined by the Board.

### **Achievements and Performance**

Total support provided by the Community Foundation to the Voluntary and Community sector during the financial year ended 31 March 2020 totalled £2,004,816 (2019: £2,318,641).

#### **Grant Making**

The amount of £1,148,218 (2019: £1,176,732) was awarded in grants by the Community Foundation during the year. The grants awarded in the year ended 31 March 2020 were in the Vital Signs themed areas.

## Trustees' Annual Report (continued)

### STRATEGIC REPORT (continued)

This level of grant making enabled funding to be provided with 139 grants to 120 local organisations and individuals in order to support community projects that covered a wide range of initiatives in Milton Keynes during the year to 31 March 2020.

The level of grant making achieved during the year means that the Community Foundation has now awarded in excess of £13.13m in grants since 1986.

Applications for grants are made online with full details of how to apply on our website. All applicants are encouraged to speak to a member of the Philanthropy team so they may be supported in their application.

We are able to accept grant applications from constituted, not-for-profit organisations supporting beneficiaries from Milton Keynes, including, but not limited to, the following:

- o Local community groups
- o Voluntary Sector Organisations
- o Registered Charities
- o Charitable Incorporated Organisations
- o Social Enterprises
- o Sports Clubs
- o Faith groups
- o Community Interest Companies (restrictions apply)

The Community Foundation does not accept applications from the following:

- Individuals (outside of our bursary programmes)
- For-profit organisations
- Political parties or affiliated groups

Groups are required to supply the following documentation:

- A governing document that details an appropriate asset lock and details that the organisation is not for profit
  - Financial records for a minimum of 1 year. The type required will depend on the size and structure of the organisation (e.g. registered charities with a turnover of over £1 million will need to submit audited accounts; a small community group may only have a basic income and expenditure sheet). For organisations that have existed for under a year, a bank statement will suffice.
  - Equal Opportunities or Diversity and Inclusion Policy
  - Child and Adult Safeguarding Policies (including Vulnerable Adult Policy, if applicable)
- Sufficiency of documentation provided is determined during assessment and organisations submitting documentation that does not meet required standards may be withdrawn from our programmes, at the discretion of the Philanthropy and Executive Teams.

All applications are assessed and scored by assessors and panels against the following criteria:

- Need and Demand
- Reach and Impact
- Sustainability
- Innovation
- Group profile (an assessment of the strength of an organisation's governance and track record of delivering projects of quality)

**Trustees' Annual Report (continued)**

**STRATEGIC REPORT (continued)**

**Grants awarded last year:**

9 Micro Grants  
60 Small Grants  
46 Community Grants  
8 Transformation Grants  
2 Extraordinary Grants  
1 Large Strategic Grants  
2 #Iwill Grants  
1 Tampon Tax Community Fund Grants  
3 Partnership Grants  
8 Sport Bursaries  
1 Engineering Prize  
3 Fred Roche Travel and Study Awards  
2 Emergency Response Grants

We achieved fund development targets including £33,319 in Gifts in Kind plus:

- Created 9 new funds
- Completed 2 trust transfers
- Completed extensive discussion with MK Council to set up a new 2050 Community Fund

Our benefit to the Community was in excess of **£2.4M**:

- £798,667 in grants
- £76,934 BLC
- £272,617 Local Giving
- £1,243,000 property subsidies
- £40,000 Conference and meeting room subsidies

This level of grant making enabled funding to provide **146** grants to **120** local organisations and 12 bursaries to individuals in order to support community projects that covered a wide range of initiatives in Milton Keynes during the year to 31 March 2020.

**The property portfolio**

As reported last year, a lot of work was undertaken to enable us this year to enable a new Property Strategy to be agreed.

Three themes of:

- Provide and manage sustainable, suitable, high quality community spaces for VCCS
- Actively developing our community land and property assets
- Generating surplus from our commercial and social enterprise activities to increase grant making and support

## Trustees' Annual Report (continued)

### STRATEGIC REPORT (continued)

During the year we made an application to use funding received for targeted future land sales to fund development of VCCS hubs and we continued to move forward with our Brooklands gymnastic and table tennis centre development after agreeing a new partnership with a social housing organisation in support of that scheme. The property portfolio includes 11 properties comprised of 227,000 square feet of accommodation to be let to voluntary, community and cultural sector groups along with 16 let and 34 undeveloped Community Foundation Land (CFL) sites. Despite no income from sale of leases for CFL sites, the surplus from this part of the organisation (before losses on sale of CFL sites at discounted price) for the year amounted to £532,261 (2019: £369,646). This has also enabled the Community Foundation to support the Voluntary Community and Cultural sector by providing accommodation on preferential terms. The amount of this subsidy, the difference between the full commercial rental and the subsidised rent paid by Voluntary and Community sector tenants was in excess of £1,243,000 (2019: £1,151,000) for the year to 31 March 2020.

#### Donations Received

During the year to 31 March 2019 voluntary income received by the Community Foundation totalled £1,077,013 (2019: £948,889).

#### Acorn House/Margaret Powell House Flagship Sites

The Conference social enterprise performed well again this year, with income up on the previous year. A significant amount of IT was completed in the year, and the activities were curtailed in March due to Covid 19, with the majority of staff being furloughed as meeting and conference room hire stopped. The operating surplus however was still £21,731, providing a £23k surplus which was donated to the Community Foundation. In addition VCCS group received room hire discounts totalling £42,000 in the year. The level of Small Business units is now at 53 with only short void times (mainly due to the time gap between old tenants moving out and new tenants moving in).

#### Community Foundation Land Sites

No new leases have been granted during the year, however one new reservation was agreed to Slieve MK and two reservations remain in place for Puzzle Centre for a plot in the Western Expansion Area and Shital Hindu Group for a plot in Tattenhoe.

Our community development site in Neath Hill which was being developed by the Murugan Temple Trust was completed during the year.

### Financial Review

During the financial year ended 31 March 2020 the Community Foundation generated a net group deficit before investment gains and losses of £3,109 (2019 deficit of: £402,990).

The total value of the Community Foundation's funds has increased to £68,079,498 (2019: £67,769,921). This level of funds continues to ensure sustainability and enables the Community Foundation to continue to support the growing local community in as many ways as possible.

#### Income

The Community Foundation's income is primarily derived from four sources: income from donations and legacies, income from other trading activities, investment income and the net income of MK Community Properties Limited. Each of these sources of income is subject to different drivers.

The income received by the Community Foundation in the year ended 31 March 2020 totalled £3,747,078 (2019: £3,141,838).

**Trustees' Annual Report (continued)**  
**STRATEGIC REPORT (continued)**

**Expenditure**

Out of the 203 applications received by the Community Foundation, 146 grants were awarded (2019: 147 grants awarded) totalling £798,667. Of these awards, £336,104 remained unpaid at the year end (2019: £376,999). In addition, £272,617 (2019: £281,837) was distributed to local groups through the Local Giving Project and £76,934 (2019: £164,646) was given out in funds to Big Local Coniburrow from their Local Trust Grant, which we administer. This gives a total of grants awarded of £1,148,218 (note 6)

The Group's total operating costs continue to be closely monitored, and for the year ended 31 March 2020 amounted to £3,750,187 (2019: £3,544,828). In common with other charitable organisations, changes in priorities year on year result in changes in cost allocations across the categories of expenditure.

**Investments**

The group's investments were valued at the year-end at £15,253,352 (2019: £15,868,159). All of these investments were held by CCLA's in their Charities Ethical Common Investment Fund. CCLA Investment objective over the long term is to achieve an average annual total return of inflation plus 5%. In previous years a segregated fund managed by the investment managers UBS AG was held. UBS Investment objective over the long term is to achieve an average annual total return of inflation plus 4.7%. During the year, this investment was sold and the monies invested within the CCLA Charities Ethical Common Investment Fund.

The year in review was exceptional for a number of reasons. The first part of the year showed strong growth – although this was wiped out in the final quarter with the whole economy being affected by the Covid 19 outbreak. In spite of this the result has been a slight increase in the dividend income, whilst there has been a fall in the value of the Community Foundation's investments.

The Community Foundation's investment policy remains unchanged. This provides guidance on the Community Foundation's aim in investing its funds, including its position on risk; an indication of the Community Foundation's asset allocation strategy; the benchmarks and targets by which the performance of the manager will be judged; the Community Foundation's stance on ethical investment; the balance between capital growth and income generation which is sought by the Community Foundation; and the scope of the investment powers.

The Trustees have discretion to invest as they think fit and the investments held by the Community Foundation have been acquired in accordance with these powers. The investment strategy adopted is to optimise the total return from the investment portfolio whilst mitigating risk, as far as possible.

Under the terms of the Community First Endowment Match Challenge all funds raised under this programme must be held at CCLA. Also, fifteen of the restricted donor funds and the Grassroots Endowment Challenge funds were all invested with CCLA.

**Freehold and leasehold properties**

The financial statements also include the valuation of the investment properties held by the Community Foundation and its trading subsidiary, MK Community Properties Limited. Clearly any gain on revaluation of properties cannot be spent on grants unless properties are sold, many of which are occupied by the voluntary or charitable sector. Similarly, any gain on the revaluation of investments can only be realised if the investments are sold which impacts on the future investment income.



**Trustees' Annual Report (continued)**  
**STRATEGIC REPORT (continued)**

The freehold and leasehold properties were valued on 31 December 2019 by external valuers Robinson Hall, Chartered Surveyors, on the basis of open market value in accordance with the appraisal and valuation manual of the Royal Institution of Chartered Surveyors (RICS). Whilst the Trustees are of the opinion that there has been no material movement in value of these properties between that date and 31 March 2020, they believe that valuation of the properties should be at Existing Use valuation to more appropriately reflect the Community Foundation's policy of allowing Voluntary and Community Sector groups to apply for a rent subsidy of up to 75%. If this Existing Use valuation were to be used, our Land and Buildings would be valued at £43,836,000, a decrease of £6,867,950.

**Reserves**

Since 1994 it has been the policy of the charity to hold reserves in the Community Fund totalling at least £1 million, which have not been committed or designated for any particular purpose. However, in accordance with the ethos of Community Foundations, the Trustees continue to build these invested funds over and above this minimum level in order to ensure that the investment income derived from these funds would protect future beneficiaries and operations of the charity from the effects of any unforeseen variations in its income streams and underwrite a continuation in the year-on-year growth in the grants budget. Currently, such funds stand at £2,123,596 (2019: £2,757,474). In March 2012 we were successful in securing funds from the Office for Civil Society for the Community First Endowment Match Challenge. As a result of our success in raising endowment and subsequent growth in the market the Community First Endowment is £11,603,165 at 31 March 2020. At 31 March 2020 the amount of unrestricted funds was £53,169,910 (2019: £52,772,713) and the value of restricted funds was £14,909,588 (2019: £14,997,208).

Within the unrestricted funds, the Trustees have designated from the Community Fund a separate Property Fund equal in value to the properties held by the group, less mortgages incurred to purchase properties, together with a reserve towards the cost of future property repairs and refurbishments. It is the intention of the Trustees that this fund will be maintained at levels over a 10 year period that will be sufficient to finance the repairs and refurbishment of the property portfolio that have been identified as being required in order to ensure that the property portfolio remains in a 'fit for purpose' state.

The Trustees are satisfied that the charity's assets attributable to each of its Funds are available and adequate to fulfil its obligations in relation to those funds. The Covid 19 pandemic has had a significant impact on the charity. Whilst we have been able to secure significant emergency funding, this is being paid out to support the VCCS community of Milton Keynes. At this stage we do not feel that our predicted funding levels will decline significantly during 2020/21 – but the organisation is taking steps to ensure that costs are kept to a minimum. Our investment portfolio continues to perform well, and the trustees have been assured that the level of return from listed investments will not drop significantly in the next 12-18 months. In terms of our property portfolio, we are monitoring the situation carefully, and providing support where needed to tenants to ensure that they continue to pay their rent and service charges. A number of tenants will naturally not survive the pandemic, and the Trustees are continually monitoring the best use of these units. Detailed planning and scenario testing are being completed and updated regularly, so that the Trustees are able to make informed decisions regarding the best course of action to ensure that the organisation continues to be financially sound.

In spite of the current pandemic, the Trustees are confident that the Community Foundation is able to continue to meet its liabilities as they fall due for the foreseeable future and that the accounts should be prepared on the going concern basis.

## **Trustees' Annual Report (continued)**

### **STRATEGIC REPORT (continued)**

#### **Risk Management**

The Trustees annually review the major risks to which the charity is exposed in order that they can ensure systems and processes have been established to mitigate those risks. In order to ensure that all key areas of risk arising from both internal and external factors have been considered, risks are classified as either Governance, Operational, Financial, Environmental and External, Legal and Regulatory or Reputational.

The Risk Mitigation Plan, which focused on actions required to reduce risks affecting the organisation. The 2020 review of this plan identified 31 risks (2019: 29). The key risks were:

- Our web site is cloned / or fraud committed against our donors leading to loss of confidence of donors.
- Dilapidations/ renovation cost of CF buildings within the property estate not known or programmed
- Kingston property valuation dropping due to a collapse in the retail property market

In response to these risks, we ran and appointed new ITC suppliers, replacing all the organisations IT hardware and update all the software, moving to a secure cloud environment, and have commenced work to procure new website providers. We have replaced our Estate management committee with a Director led Property Operational managing group, who meet regular to have oversight on the property management issues and have commissioned a detailed survey of our property portfolio so that renovation considerations are incorporated into our Property Strategy and Property management plan. Finally, we keep the Kingston property under continuous review as part of the Brooklands development project and have actively developed plans to retain and enhance values.

### **Plans for Future Periods**

#### **Fund Development**

Central to Strategic Plan is the focus on inspiring philanthropy in Milton Keynes. Last year therefore, we agreed a specific philanthropy strategy which sets out how we will do this. The establishment of a new Philanthropy & Grants Committee has enhanced our focus on this very important area of work.

Initiatives included in philanthropy strategy include:

- Improving our understanding of the needs and motivations of our core audience and all our other supporter audiences
- Developing relevant MK Community Foundation brand, inspiring content and engaging propositions for our communities to maximize their long-term engagement with us.
- Building sustained relationships with our existing supporters (including HNWI, companies, MK institutions, other MK influencers, UKCF) to generate major grant funds and on-going support.
- Identifying new audiences and develop relevant and inspiring new products to diversify and grow our income generation portfolio
- Promoting and growing regular individual giving relationships and support community philanthropy fundraising partnerships.
- Ensuring research from Vital Signs is reflected through all MKCF activity
- Reviewing our grants policy and developing new accessible application procedures to enable MKCF to diversify and grow grant making portfolio and impact.
- Ensuring that we can demonstrate the impact of our grant giving programme. We will support grant beneficiaries to ensure that they can easily collect impact data.
- Broadening our grant offer to beneficiaries through property rent subsidies, supporting sustainable fundraising support, long term strategic partnerships etc.
- We are enhancing our systems to deliver a 360 view of our supporters and will ensure we have CRM that goes beyond the transactional
- Developing effective management information systems, policies and processes which enable ensure compliance & better financial and performance reporting.

**Trustees' Annual Report (continued)**  
**STRATEGIC REPORT (continued)**

- Ensuring our philanthropy, conference & property operations work together to deliver an outstanding customer experience & maximise all philanthropy development opportunities.
- Renewing existing (Inc. website) and develop new communication channels. We will implement a new content strategy, including digital engagement activity to enable us to connect with existing and new supporters.
- Creating meaningful reporting and KPI's to measure the success of our philanthropy and grant making strategies.

This is supported by a Philanthropy Team that includes two Philanthropy Directors who lead the team and manage the delivery programme, three Philanthropy managers who oversee the complete philanthropy cycle broadly organised around our Vital signs areas of focus and two Philanthropy Assistant who help process applications, support the grant making process and support the teams work with philanthropist and corporate supporters.

During the year we reviewed and recommended a new Corporate membership scheme, which will be put in place during 2020/21 along with developing a new Individual membership and supported scheme which once agreed will be rolled out during the 2020/21 financial year. A new Marketing and Communications manager will be in place to support a renewal in our communications, enhancing how to project our impact stories and create smarter way we can become more open and accessible for all our communities across the borough.

Our Board of Trustees are fully aware of their responsibilities for fundraising activities and receive an annual Charity Commission C20 report, alongside the Philanthropy & Grants Committee have delegated responsibility for continuous monitoring of any fundraising activities.

In October 2019 we published a full version of our Vital Signs report covering: Strong communities; work & the Economy, Education, Diversity, disadvantage & poverty, Housing, Crime and Safety, Health & wellbeing, Transport, The local environment and Arts & heritage.

**Meeting the Challenges of Growth**

Throughout the year we have embarked on a lot of listen activities, so that our detailed plans for Philanthropy and Property reflect and responds to the challenges facing the sector. With our staff team at full complement at the end of the year and our plans agreed by our committees and Board we are confident we have in place all we need to deliver the Community Foundations Goals, chief of which was to increase our support to the VCCS by 50% by 2023.

2020 however began very differently to what anyone had expected with the threat of a pandemic hitting the UK. By March 2020 we had switched all our planning to being ready to respond to what we recognised as being one of the biggest threats to the VCCS, our communities and the business sector that supports our philanthropy.

The last month of the financial year 2019/20 therefore was dominated by establishing and launching our MK Covid19 Emergency Response Appeal. This was supported by MK Council who made an initial £50,000 donation. The Appeal focused on groups that supported vulnerable people. Additionally, towards the end of the year we worked with other Community Foundations and the National Emergency Trust to agree a partnership which enables us to make available national funding and the National Lottery to re-direct some of their agreed funding to support the vulnerable.

The considerable efforts taken to set the new fund up, establishing donation support services, re-shaping our webpages, reviewing and simplifying our application process enabled the Community Foundation to run several grants panels each week and to be able to process, consider and make payments into groups bank accounts within a week of application.

## **Trustees' Annual Report (continued)**

### **STRATEGIC REPORT (continued)**

The Government Lockdown that came into effect on 23<sup>rd</sup> March meant the whole staff team were moved to working from home and all our systems immediately went on-line including staff meetings, grant panels, Board and Committee meetings. All of which, after a few minor adjustments has worked extremely well and enabled the Community Foundation to have no deterioration in service, rather a rapid enhancement of support to the MK communities. These changes have enabled us to enhance our performance, profile and standing. We will focus on embedding this good progress and strong performance in the years ahead.

In particular we will:

- Enhance our communication methods to our communities, philanthropists and supporters as well as to the VCCS
- Launch our Corporate membership scheme
- Launch a new Individual Membership and Supporters scheme
- Formally open our new café and the enhanced meeting room facilities in Acorn House (delayed due to Covid 19)
- Launch new series of events and engagement activities (following any restrictions that may be in place)
- Re open our CMK building reception areas to the public and our meeting rooms in the Conferencing Social Enterprise
- Seek to rationalise usage of our CMK office accommodation and support VCCS to create efficient use of space across our estate in response to Covid 19
- Develop new conferencing services and look to develop evening and weekend use
- Enhance our Small Business unit offer to support flexible working and to add additional services such as access to our gigabit broadband connection and IP telephone services
- Commence the building of our first VCCS Hub, the Brooklands Gymnasium and Table Tennis Centre
- Develop further our VCCS Hub project and seek to bring forward the next major development to follow Brookland
- We seek to establish a capital investment pot to support the building of new VCCS hubs
- Implement new formal partnership agreements with key groups in the borough so that we can work more efficiently and gain greater intelligence of the sector in which they work.
- Publish the 2020 Vital signs report in October and launch the associated Thinking programme to further develop our convening role within the borough so that the issues highlighted in our Vital Signs Report are considered cross sector, philanthropic responses are encouraged, and partnership working is stimulated as a result.
- Continue to engage in our city placemaking activities help to create policy and planning cross sector that will enable Milton Keynes to develop, grow and thrive

#### **Governance and Management**

Our Governance Task and Finish group established in 2018/19 completed its detailed review of our governance structures, policies and procedures.

The Governance T&F group met on four occasions throughout the year alongside group members being tasked to undertake research and submitting proposition papers to the T&F group.

T&F review of the Governance was undertaken against the Governance Code of Conduct and a line by line review of the Articles of Association was undertaken to ensure policy and procedures sighted in the Articles were in place and reviewed.

In March 2019 the Board considered recommendation to review the appointment process of Board Trustees, the President and Vice-Presidents, Chair and Vice chair of the Board as well as the need to appoint a Secretary and Treasurer. Recommendations were agreed to update the Committee structure and to recruit independent

## Trustees' Annual Report (continued)

### STRATEGIC REPORT (continued)

members to support the audit function and the remuneration review responsibilities of the Board. Additionally, a review of the membership was considered and whether the AGM should be replaced with a different form of event that celebrates the Community Foundations' work.

The Board agreed to change the Committee structure, replacing the Finance Committee with a Resources Committee covering the function of both finance and staff resources and a separate Audit Committee which includes two external members one of which will chair the committee. A new Philanthropy and Grants Committee was agreed to be established, this committee will oversee the implementation of the Grants Policy, the Philanthropy Strategy and the Marketing and communications function. The Property Board remains as before and is tasked with overseeing the implementation of the Property Strategy and the various property projects that are on-going and that are scheduled to come forward in the years ahead. The Remuneration Committee will also include two external members and will be solely tasked with overseeing the remuneration packages of the Chief Executive and Senior Leadership Team.

Recruitment processes were also agreed for the recruitment of the Chair of the Board which will seek external nominations and the Vice-Chair role which is expected to be nominated from the existing Board.

Terms of office were agreed to be a maximum of three, three-year terms after which a Trustee is required to step down from the Board. Terms of reference and membership of all the committees will be considered and agreed in the next financial year.

The Governance T&F will continue to meet in the next financial year as further work is required to review the implementation of the new committee structures, undertake further work in developing new membership options, and to review the policy and procedure to support the President and Vice-president roles.

The Trustees having undertaken the review detailed above, consider the governance structures of the Community Foundation to be appropriate and enable the Community Foundation to be a success in its next stage of development. Also, in line with its continuing commitment to ascertain best value from its professional advisers, the Community Foundation regularly undertakes a tendering process for this type of service.

Milton Keynes Community Foundation is also a member of the UK Community Foundations (UKCF), an umbrella body representing Community Foundations across the United Kingdom. A membership fee is paid annually. To retain membership of this organisation, the Community Foundation must comply with a number of criteria.

The recruitment and retention of staff remains a challenge as skilled employees are in high demand in Milton Keynes. In response to the results of our staff survey we have; created a staff car parking area, introduced flexible working patterns, set up Death In Service benefits and undergone a programme of leadership training for Manager level employees and above. The resource of staff time presents a real challenge for the current team. Day to day operational issues need to be balanced with the time taken to engage in the long term strategic issues for the community and its Voluntary Sector in this vital planning stage for the expansion of Milton Keynes.

### Structure, governance and management

Milton Keynes Community Foundation Limited is a company limited by guarantee and a registered grant making charity. Milton Keynes Community Foundation was established in 1986 and is principally engaged in the promotion of any charitable purpose for the benefit of the community in the Milton Keynes unitary authority area. The Community Foundation also has a wholly owned trading subsidiary, MK Community Properties Limited. The subsidiary company operates as a provider of meeting and conference facilities. Its aim is to support the charitable objectives of its parent undertaking, the Community Foundation.

**Trustees' Annual Report (continued)**  
**STRATEGIC REPORT (continued)**

The Community Foundation is governed by its Memorandum and Articles of Association. The Articles of Association define those who sit on the Board of the Community Foundation as Trustees. The Articles of Association state that the Trustees have the power to admit members to the Community Foundation. As set out in the Articles of Association, the Board of Trustees shall comprise not less than five and not more than twenty members. At each Annual General Meeting one third of the Trustees shall retire by rotation but they shall be eligible for re-election for up to four terms provided that they are not otherwise disqualified under the conditions set out in the Articles of Association.

Anyone wanting to become a Trustee must apply in writing and is subject to the Community Foundation's recruitment procedures before becoming eligible for election as a Trustee.

Trustees are sometimes tenants of our buildings in their capacity as Employees or Trustees of other Voluntary and Community Sector organisations. All such relationships are at normal commercial rates and are disclosed in note 17 to these accounts.

**Trustee recruitment, induction and training**

As set out above, potential Trustees of the Community Foundation are either invited to apply to the Board or can be nominated by a member of the Community Foundation. Potential Trustees, who can demonstrate that they have the skills and knowledge required, will be interviewed by a panel made up of Board members and which involves the Chief Executive. Successful applicants are recommended to join the Board. All appointments as Trustees are confirmed at the Community Foundation's general meeting.

The Community Foundation needs an informed, skilled and enthusiastic Board of Trustees, supportive of the work of the Community Foundation and able to carry out their duties of governance under Charity Law. The Community Foundation is working towards achieving this through:

- Induction – introducing new Trustees to the ethos and working of the Community Foundation and to their duties in the governance of the organisation.
- Identifying and providing training – an ongoing process, assessing both current and future needs as the Community Foundation develops.
- Board Meetings – these are structured to encourage all Trustees to become more informed on all aspects of the Community Foundation's activities and to be as fully engaged as possible.

**Organisation**

The Community Foundation currently has 12 Trustees. The Trustees are responsible for ensuring the Community Foundation continues to meet its charitable objectives as set out in its Memorandum and Articles of Association.

A Chief Executive is appointed by the Trustees to manage the day-to-day operations of the Community Foundation. To facilitate effective operations, the Senior Executive Team has delegated authority, within terms of delegation approved by the Trustees, for operational matters.

The Board meets six times a year and there are sub-committees covering Strategic Property, Resources, Remuneration, Audit and Philanthropy and Grants, which are attended by senior members of the Executive Team. As well as these, time-limited task groups for specific projects are set up as and when required. The attendance at Board Meetings in the year was 92% (2019: 83%).

Indemnity Insurance has been taken out in respect of the Trustees as detailed in note 18 to the financial statements.

## Trustees' Annual Report (continued)

### STRATEGIC REPORT (continued)

#### Pay policy for key personnel

The Board of Trustees considers that the key management personnel of the group to be the Senior Executive Team, who are in charge of directing, controlling, running and operating the group on a day to day basis. All Trustees give of their time freely and no Trustee received remuneration in the year. Details of any Trustee's expenses and related party transactions are shown in note 17 to the accounts.

The pay of the Senior Executive Team is reviewed annually by the Remuneration Committee and normally increased in line with average earnings. In view of the nature of the charity, the Trustees benchmark against pay levels in other local voluntary sector organisations of a similar size and other members of the UK Community Foundation network.

#### Related parties and co-operation with other organisations

The Community Foundation and its wholly owned trading subsidiary MK Community Properties Limited provide services and support to other charities and organisations, including those who have Trustees in common with the Community Foundation. A full list of transactions with related parties in the year, along with the nature of the relationships, is shown in note 17 of these accounts.

#### Fundraising

The Community Foundation does not employ any person or companies to act on its behalf to carry out any fundraising activities. The Community Foundation is registered with the Fundraising Regulator and the Gambling Commission and subscribes to the standards and regulations required under the registrations. The Community Foundation also subscribes to Be Gamble Aware. No fundraising complaints were received by the Community Foundation in the year.

During the year the Community Foundation reviewed and updated our privacy notice:

The Privacy Notice in brief

- We collect information that is either personal data (such as names, addresses, and telephone numbers) or non-personal data (such as your Internet Protocol (IP) address, web pages accessed etc.)
- We collect information about our supporters, donors, fundraisers, volunteers and employees.
- We collect information to provide services or goods, to provide information, to fundraise, for administration, to assess and award grants, research, profiling, analysis, and for the prevention/detection of crime.
- We only collect the information that we need, or that would be useful to us in our aim to provide the best possible service.
- We do our very best to keep personal information secure, wherever we collect personal data online.
- We never sell your data, and we will never share it with another company or charity for marketing purposes.
- We only share data where we are required by law, or with carefully selected trusted suppliers who do work for us. All our suppliers are required by their contract to treat your data as carefully as we would, to only use it as instructed, and to allow us to check that they do this.
- Our websites use cookies – for more information check <https://www.mkcommunityfoundation.co.uk/cookies-policy/>

The full Privacy Notice which details what information is held, how we may use it, and what individual's rights are available on our website <https://www.mkcommunityfoundation.co.uk/privacy-policy/>.

**Trustees' Annual Report (continued)**  
**STRATEGIC REPORT (continued)**

**Statement of Disclosure to Auditors**

So far as each Trustee is aware, there is no relevant audit information of which the company's auditors are unaware. Additionally, each Trustee has taken all the necessary steps that they ought to have taken as Trustees in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

**Auditor**

RSM UK Audit LLP offer themselves for reappointment as auditor.

The Trustees' annual report, which is prepared under the Charities Act 2011, and which also contains all information required in a directors' report by the Companies Act 2006, and the incorporated Strategic Report prepared under the Companies Act 2006, were approved by the Board of Trustees and signed on behalf of the Board.



Carole Baume  
Trustee

Date: 3<sup>rd</sup> September 2020

Registered Office:  
Acorn House  
381 Midsummer Boulevard  
Central Milton Keynes  
MK9 3HP



## Statement of Trustees' responsibilities

### Trustees' responsibilities in the preparation of the financial statements

The Trustees (who are also directors of Milton Keynes Community Foundation Limited for the purposes of company law) are responsible for preparing the Trustees' Report, incorporating the Strategic Report and the financial statements in accordance with applicable law and regulations.

Company and Charity law requires the trustees to prepare financial statements for each financial year. Under those laws the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practices (United Kingdom Accounting Standards and applicable law). Under Company and Charity Law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the group and the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

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

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the group's and the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.



Carole Baume  
Trustee

Date: 3<sup>rd</sup> September 2020

Registered office:  
Acorn House  
381 Midsummer Boulevard  
Central Milton Keynes, MK9 3HP

## **Independent Auditor's Report to the Members of Milton Keynes Community Foundation Limited**

### **Opinion**

We have audited the financial statements of Milton Keynes Community Foundation Limited (the 'parent charitable company') and its subsidiary (the 'group') for the year ended 31 March 2020 which comprise the Group Statement of Financial Activities (Incorporating an Income and Expenditure Account), the Group and Company Balance Sheets, the Group Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the group's and the parent charitable company's affairs as at 31 March 2020 and of the group's incoming resources and application of resources, including its income and expenditure, for the year then 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 Companies Act 2006 and the Charities Act 2011.

### **Basis for opinion**

We have been appointed auditors under the Companies Act 2006 and section 152 of the Charities Act 2011 and report in accordance with those Acts.

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the group's or parent charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **Independent Auditor's Report to the Members of Milton Keynes Community Foundation Limited (continued)**

### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the Trustees' Annual Report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Report, which includes the Directors' Report and the Strategic Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report and the Strategic Report included within the Trustees' Report has been prepared in accordance with applicable legal requirements.

### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the group and the parent charitable company and their environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report or the Strategic Report included within the Trustees' Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Act 2011 require us to report to you if, in our opinion:

- adequate and sufficient accounting records have not been kept by the parent charitable company, or returns adequate for our audit have not been received from branches not visited by us; or
- the parent charitable company financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

### **Responsibilities of trustees**

As explained more fully in the Statement of Trustees' responsibilities set out on page 24 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**Independent Auditor's Report to the Members of Milton Keynes Community Foundation Limited (continued)**

In preparing the financial statements, the trustees are responsible for assessing the group's and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the group or parent charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is provided on the Financial Reporting Council's website at <http://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**RSM UK Audit LLP**

SARAH MASON (Senior Statutory Auditor)  
For and on behalf of RSM UK AUDIT LLP, Statutory Auditor  
Chartered Accountants  
The Pinnacle, 170 Midsummer Boulevard  
Milton Keynes  
Buckinghamshire  
MK9 1BP

~~September 2020~~ 20 October 2020

RSM UK Audit LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006

## Milton Keynes Community Foundation Limited

Group Statement of Financial Activities (incorporating an Income and Expenditure Account)  
For the year ended 31 March 2020

	Note	2020 Unrestricted funds £	2020 Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income from:</b>					
Donations and legacies	2	153,645	923,368	1,077,013	948,889
Income from other trading activities		7,317	-	7,317	21,830
Investment income	3	1,702,124	474,596	2,176,720	1,719,109
Charitable activities - property	4	486,028	-	486,028	452,010
<b>Total Income</b>		<b>2,349,114</b>	<b>1,397,964</b>	<b>3,747,078</b>	<b>3,141,838</b>
<b>Expenditure on:</b>					
<b>Raising funds</b>					
Raising Funds	5	1,711,719	-	1,711,719	1,183,300
Interest payable		33,652	-	33,652	42,887
<b>Total Expenditure on Raising Funds</b>		<b>1,745,371</b>	<b>-</b>	<b>1,745,371</b>	<b>1,226,187</b>
<b>Charitable activities</b>					
Grants made	6	652,734	1,087,984	1,740,718	1,653,865
Property activity	6	264,098	-	264,098	664,776
<b>Total Expenditure on Charitable activities</b>		<b>916,832</b>	<b>1,087,984</b>	<b>2,004,816</b>	<b>2,318,641</b>
<b>Total Expenditure</b>		<b>2,662,203</b>	<b>1,087,984</b>	<b>3,750,187</b>	<b>3,544,828</b>
<b>Net gains on investments</b>		<b>(312,506)</b>	<b>(405,883)</b>	<b>(718,389)</b>	<b>1,029,920</b>
Gains on revaluations of Investment Properties	9	1,031,075	0	1,031,075	5,025,350
<b>Net income/(expenditure)</b>		<b>405,480</b>	<b>(95,903)</b>	<b>309,577</b>	<b>5,652,280</b>
<b>Transfers</b>		<b>(8,283)</b>	<b>8,283</b>	<b>-</b>	<b>-</b>
<b>These financial statements were approved by the Board on</b>		<b>397,197</b>	<b>(87,620)</b>	<b>309,577</b>	<b>5,652,280</b>
<b>Funds brought forward</b>		<b>52,772,713</b>	<b>14,997,208</b>	<b>67,769,921</b>	<b>62,117,641</b>
<b>Funds carried forward</b>		<b>53,169,910</b>	<b>14,909,588</b>	<b>68,079,498</b>	<b>67,769,921</b>

Milton Keynes Community Foundation Limited

Group Balance Sheet

For the year ended 31 March 2020

	Note	2020 £	2109 £
<b>Fixed Assets</b>			
Tangible assets	9	52,551,702	51,336,244
Intangible assets	10	1,309	12,719
Investments	11	15,253,352	15,868,159
		<hr/>	<hr/>
<b>Current assets</b>		67,806,363	67,217,122
Debtors	13	1,064,704	1,082,473
Cash at bank and in hand		1,155,440	1,709,952
		<hr/>	<hr/>
<b>Creditors: Amounts falling due within one year</b>	14	2,220,144 (947,009)	2,792,425 (1,060,626)
		<hr/>	<hr/>
<b>Net current assets</b>		1,273,135	1,731,799
<b>Total assets less current liabilities</b>		69,079,498	68,948,921
<b>Creditors: Amounts falling due after one year</b>	15	(1,000,000)	(1,179,000)
		<hr/>	<hr/>
<b>Net assets</b>		68,079,498	67,769,921
		<hr/>	<hr/>
<b>Funds of the charitable group</b>			
Unrestricted funds:			
Community	19	2,123,596	2,757,474
Designated	19	51,046,314	50,015,239
		<hr/>	<hr/>
		53,169,910	52,772,713
<b>Restricted funds</b>	19	14,909,588	14,997,208
		<hr/>	<hr/>
<b>Total Funds</b>		68,079,498	67,769,921
		<hr/>	<hr/>

These financial statements were approved by the Board of Trustees and authorised for issue on 3 September 2020 and were signed on its behalf by:

Lawrence Revill  
Chair



Carole Baume

Carole Baume  
Trustee

The accompanying notes form part of these financial statements.

Milton Keynes Community Foundation Limited

Charity Balance Sheet  
For the year ended 31 March 2020

	Note	2020 £	2019 £
<b>Fixed Assets</b>			
Tangible assets	9	36,406,551	35,374,635
Intangible assets	10	1,309	12,719
Investments	11	15,253,352	15,868,159
Investment in subsidiary undertaking	11	400,001	400,001
		<hr/>	<hr/>
		52,061,213	51,655,514
<b>Current assets</b>			
Debtors	13	1,085,679	1,194,958
Cash at bank and in hand		713,365	920,198
		<hr/>	<hr/>
		1,799,044	2,115,156
<b>Creditors: Amounts falling due within one year</b>	14	(764,618)	(805,615)
		<hr/>	<hr/>
<b>Net current assets</b>		1,034,426	1,309,541
<b>Total assets less current liabilities</b>		53,095,639	52,965,055
<b>Creditors: Amounts falling due after one year</b>	15	(1,000,000)	(1,179,000)
		<hr/>	<hr/>
<b>Net assets</b>		52,095,639	51,786,055
		<hr/>	<hr/>
<b>Funds of the charity</b>			
Unrestricted funds:			
Community	19	1,871,777	2,505,648
Designated	19	35,314,274	34,283,199
		<hr/>	<hr/>
		37,186,051	
<b>Restricted funds</b>	19	14,909,588	14,997,208
		<hr/>	<hr/>
<b>Total Funds</b>		52,095,639	14,997,208
		<hr/>	<hr/>

The charity has taken advantage of Section 408 of the Companies Act 2006 and has not included its own income and expenditure account in these financial statements. The charity's surplus for the year was £309,584 (2019: £4,765,190).

These financial statements were approved by the Board of Trustees and authorised for issue on 3 September 2020 and were signed on its behalf by:

Lawrence Revill  
Chair

 Carole Baume  
Trustee

The accompanying notes form part of these financial statements.

**Milton Keynes Community Foundation Limited**  
**Group Statement of Cash Flows**  
**For the year ended 31 March 2020**

	Note	2020 £	2019 £
<b>Cash used in operating activities</b>	21	<b>(673,549)</b>	<b>(521,424)</b>
<b>Investing activities</b>			
Purchase of tangible fixed assets		(237,400)	(16,506)
Proceeds on disposal of tangible fixed assets		(27,076)	129,937
Purchase of investments		(3,004,548)	(728,665)
Proceeds from sale of investments		2,900,966	570,456
Dividends and interest from investments		579,595	533,737
<b>Cash from investing activities</b>		<b>211,537</b>	<b>488,959</b>
<b>Financing activities</b>			
Repayments of borrowings		(92,500)	(157,500)
<b>Cash used in financing activities</b>		<b>(92,500)</b>	<b>(157,500)</b>
<b>Net decrease in cash and cash equivalents in the year</b>		<b>(554,512)</b>	<b>(189,965)</b>
<b>Cash and cash equivalents at the beginning of the year</b>		<b>1,709,952</b>	<b>1,899,917</b>
<b>Cash and cash equivalents at the end of the year</b>		<b>1,155,440</b>	<b>1,709,952</b>
<b>Cash and cash equivalents consists of:</b>			
Cash at bank and in hand		1,155,440	1,709,952
			0
<b>Cash and cash equivalents at 31 March</b>		<b>1,155,440</b>	<b>1,709,952</b>



## 1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

### **General information**

Milton Keynes Community Foundation Limited ("the Community Foundation") is a private company incorporated and registered in England and Wales and limited by guarantee. The registered address is Acorn House, 381 Midsummer Boulevard, Central Milton Keynes, MK9 3HP.

### **Basis of accounting**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)(effective 1 January 2015)-(Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £1.

Milton Keynes Community Foundation Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

### **Going concern**

The Covid 19 pandemic has had a significant impact on the charity. Whilst Emergency Funding has been secured, this is being paid out to support the VCCS community of Milton Keynes. At this stage we do not feel that our predicted funding levels will decline significantly during 2020/21 – but the organisation is taking steps to ensure that costs are kept to a minimum. Our investment portfolio continues to perform well, and the trustees have been assured that the level of return from listed investments will not drop significantly in the next 12-18 months. In terms of our property portfolio, we are monitoring the situation carefully, and providing support where needed to tenants to ensure that they continue to pay their rent and service charges. A number of tenants will naturally not survive the pandemic, and the Trustees are continually monitoring the best use of these units. Detailed planning and scenario testing are being completed and updated regularly, so that the Trustees are able to make informed decisions regarding the best course of action to ensure that the organisation continues to be financially sound.

In spite of the current pandemic, the Trustees are satisfied that the group's assets attributable to each of its funds are available and adequate to fulfil its obligations in relation to those funds. The Trustees are confident that the Community Foundation is able to continue to meet its liabilities as they fall due for the foreseeable future and that the financial statements should be prepared on the going concern basis.

### **Basis of consolidation**

The consolidated financial statements incorporate those of Milton Keynes Community Foundation Limited and its subsidiaries MK Community Properties Limited and MKCP Limited. The results of the trading subsidiary have been incorporated on a line-by-line basis. A separate Statement of Financial Activities for the charity has not been presented because the group has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

### **Reduced disclosures**

The charitable company has taken advantage of the exemption from disclosing the following information in its company only accounts, as permitted by the reduced disclosure regime within FRS 102:

- Section 7 'Statement of Cash Flows' – presentation of Cash Flow and related notes and disclosures

The financial statements of the company are consolidated in these financial statements.

## 1 Accounting policies (*continued*)

### ***Voluntary income***

Donations relating to a specific period and donations by deed of covenant, or under gift aid, where the full amount has been deposited in advance are taken into income over the period to which they relate. Where possible, gifts in kind have been quantified and included in these financial statements, in accordance with the SORP criteria.

Any grants the Community Foundation receives towards its administration costs are included on a receivable basis.

Donated land is recognised at market value at date of receipt.

### ***Investment income***

Interest and investment income is accounted for on a receivable basis.

### ***Property income***

Property income represents rents and service charges (net of VAT) receivable on a straight-line basis over the life of the lease. The assets for which rent is received are included in investment properties in fixed assets. Appropriately-apportioned gains or losses on property disposals are also included in property company income or expenditure.

Property income has been analysed between both investment income and income from charitable activities. That element treated as investment income relates to those properties that are let on full commercial rental basis and that reported as income from charitable activities relates to income from properties let at a subsidised rent to Voluntary and Community Sector tenants.

### ***Subsidiary company income***

Property company income represents income from hire of meeting and conferencing facilities and rent from Small Business Units (net of VAT) receivable on a straight-line basis. Any surplus income generated by the subsidiary company is distributed to the MK Community Foundation as a gift aid payment within nine months of the end of the financial year.

### ***Expenditure***

Expenditure is recognised when a liability is incurred.

- Expenditure on raising funds are those costs incurred in attracting voluntary income and investment management expenses, including management of investment properties.

Expenditure on raising funds also includes the costs of the Community Foundation's trading subsidiary.

- Expenditure on charitable activities includes the value of grants awarded by the Community Foundation and both the direct and support costs relating to these activities. Grants payable are included in the Statement of Financial Activities when approved by the Trustees and accepted by the beneficiaries. The value of such grants unpaid at the year-end is accrued. Grants where the beneficiary has to meet certain conditions before the grant is released are not accrued.

Expenditure on charitable activities also includes governance costs including those incurred in the governance of the Community Foundation and its assets. Expenditure that can be recognised as wholly attributable to governance costs, for example audit fees and Trustee expenses, are directly allocated. All other costs, including staffing costs, are apportioned on the basis of an estimate of the time spent by each member of staff on governance-related issues. Such costs are primarily associated with the strategic planning processes that contribute to the future development of the Community Foundation and its statutory requirements.

## 1 Accounting policies (continued)

- Support costs include the administrative functions and have been allocated to activity cost categories on a basis consistent with the use of resources.
- Costs that can be recognised as being wholly associated with support activities are directly allocated. All other costs, including staffing costs, are apportioned on the basis of an estimate of the time spent by each member of staff.

### **Tangible Fixed Assets**

Depreciation is calculated to write down the cost of all tangible fixed assets other than freehold and leasehold investment properties. Fixed assets that cost £1,000 or more are capitalised and written off over their estimated useful lives by depreciation charged, which is reflected in the Statement of Financial Activities.

Equipment assets are depreciated on the straight-line method, at rates of between 25% and 50% per annum and are held at cost less depreciation and impairment.

### **Freehold and leasehold investment properties**

The investment properties are held for long-term investment and are included in the group balance sheet at their open market values.

The surpluses or deficits on the revaluation of such properties are transferred to the Designated Property Fund. Depreciation is not provided in respect of investment properties.

### **Intangible Fixed Assets**

Intangible fixed assets relate to website costs. Amortisation is calculated to write down the cost of all intangible fixed assets from the date they are brought into use. The rate of amortisation is 33% straight line.

### **Fixed Asset Investments**

Investments are stated at their market valuation at the balance sheet date. Both realised and unrealised gains or losses are reflected in the Statement of Financial Activities. An exception to this is the valuation of the wholly owned subsidiary company, MK Community Properties Limited. This is held at the historic cost of the shares purchased in the company. Social investments are held at their estimated market value.

### **Fund accounting**

Unrestricted funds are donations and other income received or generated for expenditure on the general objectives of the group. Designated funds are unrestricted funds that have been designated for specific purposes by the Trustees.

Restricted funds are to be used for specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overheads and support costs where appropriate.

### **Financial Instruments**

The organisation only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised as transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

### **Leasing accounting**

Rentals payable under operating leases are charged to the statement of financial activities on a straight-line basis over the period of the lease.

## 1 Accounting policies (continued)

### *Pensions*

On 1 June 2015 the organisation began operation of a pension scheme under the auto enrolment provisions. The scheme is managed by Royal London on behalf of the organisation. The scheme is accounted for as a defined contribution scheme.

The contributions made for the accounting period are treated as an expense and were £12,909 (2019: £10,867). Amounts payable at the year end are included within Other Creditors.

### *Taxation*

No provision for corporation tax has been made in these financial statements because the Community Foundation, a registered charity, is exempt from taxation.

All expenditure is classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it is incurred.

### *Accounting for grants*

Grants are included in the financial statements as they are awarded. If grants awarded over multiple years have conditions attached to future year elements, then these future year elements will not be included in the figure for grants awarded unless all conditions have been met by the financial year end or payment of the grant is otherwise probable.

### *Critical accounting estimates and judgements*

The charitable group makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, not always equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are those used in estimating the market value of investment properties. These estimates are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

In the application of the group's accounting policies, the Trustees are required to make judgements. The key judgement relates to the classification of the property portfolio. The Trustees have considered whether the group's portfolio of properties should be accounted for as tangible fixed assets or as investment properties. Many of the properties are available on occasion to be rented to the charity's beneficiaries at subsidised rents. However, the Trustees consider that the properties are primarily held for long term investment with the objective of generating financial income and/or proceeds from their sale to maximise a surplus which can be used to make grants or to support the voluntary and community sector through subsidised rent. Accordingly, the Trustees consider that the properties are investment properties and that any changes in their value should be recognised as gains or losses on investment properties. However, any rental income which is generated by properties let at subsidised rates is recognised as income from charitable activities rather than investment income to reflect the objectives of the charity.

Notes to the Financial Statements  
For the year ended 31 March 2020

## 2. Income from Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Donations received	40,262	923,368	963,630	79,861	727,021	806,882
Donations in kind	33,319	-	33,319	38,725	-	38,725
Funding from Government agencies	-	-	-	-	13,310	13,310
Grants received for administration costs	80,064	-	80,064	89,972	-	89,972
	153,645	923,368	1,077,013	208,558	740,331	948,889

Donations received in kind are valued on the basis that such services were purchased as a commercial transaction on an arms length basis. All such donations have been included as unrestricted income and are analysed in the table below:

	Unrestricted Total 2020 £	Unrestricted Total 2019 £
Membership and other donations:		
MKFM Membership	-	1,000
Training and Adviser workshop	-	2,363
		3,363
Community Car Raffle		
Site	15,000	15,000
1st Prize	17,000	14,275
Marketing	1,319	1,219
Presentation evening	-	4,868
		0
	33,319	38,725

### 3. Income from Investments

Income from investments comprises income from:

	Unrestricted Funds £	Restricted Funds £	Total 2020 £	Unrestricted Funds £	Restricted Funds £	Total 2019 £
Listed Investments	104,154	474,596	578,750	72,571	460,362	532,933
Property investments	913,771	-	913,771	512,769	-	512,769
Trading subsidiary turnover	684,199	-	684,199	673,407	-	673,407
	<b>1,702,124</b>	<b>474,596</b>	<b>2,176,720</b>	<b>1,258,747</b>	<b>460,362</b>	<b>1,719,109</b>

### 4. Income from charitable activities

Income from charitable activities is all unrestricted and comprises income from:

	Unrestricted Total 2020 £	Unrestricted Total 2019 £
Property rental and service charge income	486,028	452,010
	<b>486,028</b>	<b>452,010</b>

## 5. Allocation of costs and overheads

The breakdown of support costs between costs of raising funds, governance costs and the costs of charitable activities is shown in the table below.

	Property costs £	Staff related costs £	Investment expenses £	Audit fees £	Other costs £	Apportioned costs £	Total 2020 £	Total 2019 £
<b>Expenditure on raising funds:</b>								
Costs of raising funds	-	200,423	-	-	73,912	131,434	405,769	309,065
Fundraising trading	-	12,257	-	-	-	7,063	19,320	13,061
Investment management	1,280,455	2,212	3,042	-	-	921	1,286,630	861,174
Charitable activities (note 6)	264,098	182,247	-	-	123,988	106,252	676,585	990,824
Governance (note 6)	-	92,955	-	25,640	-	61,418	180,013	151,085
	<b>1,544,553</b>	<b>490,094</b>	<b>3,042</b>	<b>25,640</b>	<b>197,900</b>	<b>307,088</b>	<b>2,568,317</b>	<b>2,325,209</b>

Property costs shown here represent the cost of managing and maintaining our extensive property portfolio.

Costs that can be recognised as wholly attributable to one of the above categories are directly allocated. All other costs, including staff costs, are apportioned on the basis of an estimate of the time spent by each member of staff within the category. The allocation of staff time across various projects changes from year to year depending on the factors identified and agreed by the Board. Staff costs have been apportioned as follows:

Role	Cost of raising funds	Property costs	Fundraising trading	Investment Management costs	Charitable Activities Support costs	Governance costs
Chief Executive	10%	33%	-	1%	26%	30%
Director of Marketing & Business Development	58%	5%	6%	0%	29%	2%
Director of Finance	21%	30%	1%	1%	4%	43%
Philanthropy Directors	79%	5%	-	-	11%	5%
Executive Assistant	10%	15%	-	-	9%	66%
Financial Controller	21%	0%	4%	1%	35%	39%
Philanthropy Managers	49%	-	1%	-	50%	-
Conferencing Staff	-	100%	-	-	-	-
Administrative Assistants	12%	-	-	-	10%	78%

**6. Analysis of expenditure on charitable activities**

The Community Foundation undertakes its charitable activities through grant making. In the year ended 31 March 2020 it awarded grants totalling £1,148,218 (2019: £1,176,732) to a number of voluntary and community groups and individuals in furtherance of its charitable activities (See Note 20). It also paid £7,317 (2019: £11,156) to groups which supported the Community Car Raffle.

The main aim of the Community Foundation's subsidiary company, MK Community Properties Limited, is to support the Voluntary Sector in Milton Keynes, either through subsidised Conference and Meeting Room provision or indirectly through surpluses generated.

	Charitable Activities £	Support Costs * £	Governance costs ** £	Total 2020 £	Charitable Activities £	Support Costs * £	Governance costs ** £	Total 2019 £
Grants awarded	1,148,218	412,487	180,013	1,740,718	1,176,732	326,048	151,085	1,653,865
Property costs (note 5)	264,098	-	-	264,098	664,776	-	-	664,776
	<b>1,412,316</b>	<b>412,487</b>	<b>180,013</b>	<b>2,004,816</b>	<b>1,841,508</b>	<b>326,048</b>	<b>151,085</b>	<b>2,318,641</b>

Expenditure on charitable activities includes restricted expenditure of £1,087,982 (2019: £1,184,046) and unrestricted expenditure of £916,832 (2019: £1,134,595).

\* Support costs represent corporate overheads such as: staff related costs, administrative costs relating to grants awarded and apportioned costs relating to consultancy, recruitment, IT support, membership fees, insurance and other office running costs.

\*\* Governance costs represent: audit fees, legal and professional costs, recruitment costs, trustee liability insurance costs, staff related costs and office costs.



**7. Analysis of staff costs, Trustee remuneration and expenses, and the cost of key management personnel**

	2020 £	2019 £
<b>Salary related costs</b>		
Wages and salaries	622,028	512,686
Social security costs	56,427	46,784
Employer pension contributions	12,909	10,867
	<u>691,364</u>	<u>570,337</u>

1 employee earned between £70,001 and £80,000 (2019: £60,001 to £70,000: 1).

The average number of employees was 23.3 (2019: 19.9), excluding Trustees. This can be analysed as follows:

	2020 Number	2019 Number
<b>Salary related costs</b>		
Marketing and Fund Development	4.1	4.1
Charitable activities	4.2	2.8
Operations	8.6	7.2
Finance and Governance	6.4	5.8
	<u>23.3</u>	<u>19.9</u>

No Trustee received any remuneration during the year (2019: £nil). Child care costs amounting £Nil (2019: £30) were reimbursed to no (2019: one) Trustee to enable them to attend a function. Travel expenses reimbursed to trustees amounted to £20 (2019: Nil)

The total key management personnel of the parent charity comprise the Trustees and the Senior Executive Team, as disclosed on page 3. The employee benefits of the key management personnel were £273,765 (2019: £184,307), including employer's national insurance of £27,531 (2019: £18,190). The key management personnel for the group are the same as for the charity.

79% 5%

**8. Net income for the year**

This is stated after charging/(crediting):-

	2020 £	2019 £
<b>Auditors' remuneration includes:</b>		
Audit	15,000	15,000
Other services relating to taxation	3,800	2,450
All other non-audit services	7,415	19,020
 Depreciation	 52,774	 48,722
Amortisation	11,410	11,410
Loss on disposal of tangible fixed assets	244	409,500
Interest on bank deposits	(3,587)	(4,397)
	<u></u>	<u></u>

Milton Keynes Community Foundation Limited  
Notes to the Financial Statements  
For the year ended 31 March 2020

## 9. Tangible Assets

### The Group

	Freehold Investment properties £	Leasehold Investment Properties held on long lease > 50 years £	Equipment £	Total £
Cost or valuation				
At 1 April 2019	49,880,250	1,398,500	623,450	51,902,200
Additions during the year	-	-	237,400	237,400
Disposals during the year	-	-	(488)	(488)
Revaluation	823,700	207,375	-	1,031,075
<b>At 31 March 2020</b>	<b>50,703,950</b>	<b>1,605,875</b>	<b>860,362</b>	<b>53,170,187</b>
Depreciation				
At 1 April 2019	-	-	565,956	565,956
Provided in the year	-	-	52,774	52,774
On Disposals	-	-	(245)	(245)
<b>At 31 March 2020</b>	<b>-</b>	<b>-</b>	<b>618,485</b>	<b>618,485</b>
<b>Net book value</b>				
<b>At 31 March 2020</b>	<b>50,703,950</b>	<b>1,605,875</b>	<b>241,877</b>	<b>52,551,702</b>
At 31 March 2019	49,880,250	1,398,500	57,494	51,336,244

The depreciation charge for the year is apportioned between expenditure on raising funds, grants made and property activity.

## 9. Tangible Assets (continued)

### The Company

	Freehold Investment properties £	Leasehold Investment Properties held on long lease > 50 years £	Equipment £	Total £
Cost or valuation				
At 1 April 2019	33,967,710	1,398,500	36,083	35,402,293
Additions during the year	-	-	5,055	5,055
Disposals during the year	-	-	(488)	(488)
Revaluation	823,700	207,375	-	1,031,075
<b>At 31 March 2020</b>	<b>34,791,410</b>	<b>1,605,875</b>	<b>40,650</b>	<b>36,437,935</b>
Depreciation				
At 1 April 2019	-	-	27,658	27,658
Provided in the year	-	-	3,971	3,971
On disposals	-	-	(245)	(245)
<b>At 31 March 2020</b>	<b>-</b>	<b>-</b>	<b>31,384</b>	<b>31,384</b>
<b>Net book value</b>				
<b>At 31 March 2020</b>	<b>34,791,410</b>	<b>1,605,875</b>	<b>9,266</b>	<b>36,406,551</b>
At 31 March 2019	33,967,710	1,398,500	8,425	35,374,635

The investment properties were valued at 31 December 2019 by external valuers, Robinson Hall, Chartered Surveyors, on the basis of open market value in accordance with the appraisal and valuation manual of the Royal Institution of Chartered Surveyors. The valuation approach is as described in the RICS Information Paper "Comparable Evidence in Property Valuation". The Trustees are of the opinion that there has been no material movement in value of these properties between that date and 31 March 2020. The historical cost of the properties is £2,994,979 (2019: £2,994,979).

79% #

The depreciation charge for the year is apportioned between expenditure on raising funds, grants made and property activity.

Milton Keynes Community Foundation Limited

Notes to the Financial Statements  
For the year ended 31 March 2020

10. Intangible assets

The Group and the Company

	Website £
Cost or valuation	
At 1 April 2019	34,577
Additions	-
	<hr/>
At 31 March 2020	34,577
	<hr/>
Amortisation	
At 1 April 2019	21,858
Amortisation for the year	11,410
	<hr/>
At 31 March 2020	33,268
	<hr/>
<i>Net book value</i>	
At 31 March 2020	1,309
	<hr/>
At 31 March 2019	12,719
	<hr/>

The amortisation charge for the year is apportioned between expenditure on raising funds, grants made and property activity.

# Milton Keynes Community Foundation Limited

## Notes to the Financial Statements

For the year ended 31 March 2020

### 11. Investments

#### The Group and Company

During the year the unrestricted endowment fund, which was held in a segregated fund, managed by UBS AG was placed with CCLA in their Charities Ethical Common Investment Fund. This amounted to £2,865,195. In addition to this, a further £62,038 of funds were placed with CCLA in their Charities Ethical Common Investment Fund (2019: £29,616). At 31 March 2020 these funds had an open market value of £15,243,352 (2019: £13,017,034). Total funds invested with CCLA represented 99.9% (2019: 82.4%) of the total investment portfolio. The Community Foundation still holds a direct equity holding of £10,000 in Future Wolverton to help fund a social enterprise project in the city.

These investments are analysed as follows:

	2020 Total £	2019 Total £
Equities	-	1,693,252
Common Investment Funds	15,243,352	13,017,034
Corporate Bonds	-	662,882
Cash/Deposits	-	484,991
Listed Investments	15,243,352	15,858,159
Social Investments	10,000	10,000
	15,253,352	15,868,159

#### Listed Investments

	2020 Total £	2019 Total £
Valuation at 1 April	15,129,494	14,670,030
Additions	3,004,548 #	0
Disposals	(2,900,966)	(584,747)
(Decrease)/Increase in market value during the year	(718,389)	1,044,211
Valuation at 31 March	14,514,687	15,129,494

The historical cost of investments held at 31 March 2020 was £12,996,114 (2019: £12,372,667).

Milton Keynes Community Foundation Limited

Notes to the Financial Statements

For the year ended 31 March 2020

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11. Investments (*continued*)

The Company

Investments in subsidiary undertakings

£

Cost at 1 April 2019 and 31 March 2020

400,001

The company owns 100% of the ordinary share capital, comprising 400,000 ordinary shares of £1 each in MK Community Properties Limited, which is registered in England and Wales and was incorporated on 2 October 1991. It traded throughout the year as a provider of Meeting and Conference Facilities and Small Business Units. The company also owns 100% of the ordinary share capital, comprising 1 £1 ordinary share in MKCP Limited, which is registered in England and Wales and was incorporated on 3 March 2015. The company has been dormant since incorporation.

The address of the Company's subsidiary undertakings is Acorn House, 381 Midsummer Boulevard, Milton Keynes, Buckinghamshire, England, MK9 3HP.

**Milton Keynes Community Foundation Limited**

**Notes to the Financial Statements  
For the year ended 31 March 2020**

**12. Subsidiary undertakings**

The charitable company's wholly-owned trading subsidiary incorporated in England and Wales, MK Community Properties Limited (company number 2650530) manages Conference and Meeting Rooms as well as 56 Small Business Units, aiming to support the Voluntary Sector in Milton Keynes, either directly through subsidised room hire and small 'easy in easy out' office space or indirectly through surplus income which is distributed as gift aid to Milton Keynes Community Foundation.

A summary of its trading results is shown below.

<b>Profit and loss account</b>	<b>Unrestricted Total 2020 £</b>	<b>Unrestricted Total 2019 £</b>
Turnover	684,627	676,929
Cost of sales	(131,184)	(82,806)
Gross profit	553,443	594,123
Administration expenses	(531,712)	(465,267)
Revaluation of Investment Properties	0	757,740
Trading profit	21,731	886,596
Net interest	1,511	502
Profit for the financial year	23,242	887,098
<b>Balance Sheet</b>		
Tangible assets	16,145,151	15,961,609
Net current assets	238,716 1	0
Total net assets	16,383,867	15,961,609
Called up share capital	400,000	400,000
Investment property revaluation reserve	15,912,540	15,912,540
Profit and loss account	71,327	71,327
Total	16,383,867	16,383,867

Notes to the Financial Statements  
For the year ended 31 March 2020

**13. Debtors**

	Group		Company	
	2020	2019	2020	2019
	£	£	£	£
Trade debtors	154,236	160,708	92,021	71,812
Accrued income	535,675	441,395	535,000	437,461
Other debtors and prepayments	372,527	463,514	371,789	360,589
Social security and other taxes	2,266	16,856	2,266	16,856
Due from subsidiary company	-	-	84,603	308,240
	<u>1,064,704</u>	<u>1,082,473</u>	<u>1,085,679</u>	<u>1,194,958</u>

Included in debtors is £26,665 (2019: £53,110) relating to sales proceeds of Community Foundation Land which is due in more than one year.

**14. Creditors: amounts falling due within one year**

	Group		Company	
	2020	2019	2020	2019
	£	£	£	£
Trade creditors	95,833	189,628	26,644	78,814
Social security and other taxes	12,644	24,847	16,046	966
Other creditors	170,492	201,110	73,286	105,436
Deferred income	112,066	175,981	93,243	151,913
Accruals	219,870	178,561	219,295	177,986
Grants payable	336,104	290,499	336,104	290,499
Due to subsidiary company	-	-	-	1
	<u>947,009</u>	<u>1,060,626</u>	<u>764,618</u>	<u>805,615</u>

At 31 March 2020 there were no outstanding pension contributions (2019: £nil).

1

Deferred income represents Rent and Service Charge income received in advance

	Group	Company
	£	£
Balance as at 1 April 2019	175,981	151,913
Amount released to income in the year	(175,981)	(151,913)
Amount deferred in the year	112,066	93,243
	<u>112,066</u>	<u>93,243</u>
Balance as at 31 March 2020		



## Milton Keynes Community Foundation Limited

### Notes to the Financial Statements

For the year ended 31 March 2020

#### 15. Creditors: amounts falling due after one year

The Group and Company

	Total 2020 £	Total 2019 £
Due within two to five years:		
Bank loan	1,000,000	1,092,500
Grants payable	-	86,500
	<hr/>	<hr/>
	1,000,000	1,179,000
	<hr/>	<hr/>

On 31 March 2015, as part of the group re-organisation, a loan was taken out with Handelsbanken for £1.25M. The loan was fixed at 2.06% for three years followed by a variable rate of 2.35% over 3M Libor for a further two years. At 31 March 2018 there was a break clause enabling the Community Foundation to repay the fixed loan without penalty. On 3 April 2018 the loan was renewed. Under the new loan agreement there is a loan of £1,000,000 which is on a fixed rate of 3.65% until maturity at 6 April 2021 and a loan of £250,000 which is on a variable rate of 2.42% over LIBOR over three years. The loan is secured by a fixed charge over Margaret Powell House, Acorn House and the units in Burners Lane, Stacey Bushes. The carrying value of these properties is £11,540,000 (2019: £11,250,000).

#### 16. Contingent liabilities

Under the arrangements surrounding the transfer on 27 November 1992 of certain properties from English Partnerships, previously known as the Commission for the New Towns, the group is under a contractual obligation to repay amounts to English Partnerships ("clawback") in respect of the net capital gains arising on certain disposals or change of use in relation to either Community Related Assets (certain industrial units at Kiln Farm, Stacey Bushes and Number 56 Buckingham Street Wolverton) or Community Foundation Land sites (32 undeveloped and 1 developed

Based on the open market value, as at 31 March 2020 the total potential liability for the clawback was £21,865,640 (2019: £20,370,840). No provision has been made for deferred tax that may arise if the properties were sold in the future. It is the Trustees' opinion that no tax would arise on a future sale of the properties as any profits from such sale would be distributed via Gift Aid to the company's charitable parent Milton Keynes Community Foundation from its subsidiary company, MK Community Properties Limited. Milton Keynes Community Foundation is part of a VAT group with its subsidiary, MK Community Properties, and is therefore jointly liable for any VAT debts of MK Community

**17. Related party transactions**

A number of Trustees, as well as being individual members of the Community Foundation, are associated with organisations that are corporate members of the Community Foundation. Total individual donations received from Trustees in the year amounted to £1,172 (2019: £1,878). Neither the Trustees nor their associated organisations derive any benefit as a result of their membership of the Community Foundation.

Furthermore, as mentioned previously in this report, the Community Foundation is also able to support the not-for-profit sector in Milton Keynes through the provision of properties that are let on preferential terms. The amount of this subsidy, the difference between the full commercial rental and the subsidised rent paid by the not-for-profit sector tenants, is in excess of £1,243,000 per annum for the year to 31 March 2020 (2019: £1,151,000). Three Trustees worked for or were Trustees of organisations that currently receive subsidised accommodation, namely:

Mrs F Komolafe, Into the Community (ITC) and Fresh Inspiration (FI)

Prior to providing subsidised accommodation, a process is in place to assess the client to ensure that they are providing services that match the needs of the community.

Set out below is a summary of the amounts that were charged to related parties during the financial year and the amounts that remain outstanding as at 31 March 2020.

	2020 FI £	2020 ITC £	2019 FI £	2019 ITC £
Rent	1,475	4,625	670	4,625
Service charge/ Insurance	1,799	2,681	1,176	1,136
Car parking etc.	700	-	467	-
Meeting rooms etc.	-	-	-	-
Total charges	3,974	7,306	2,313	5,761
Balance due/ (to) tenant at 31 March 2020	572	(665)	(210)	(1,315)

During the year Milton Keynes Community Foundation Limited charged rent and service charges to MK Community Properties Limited in the sum of £259,643 (2019: £239,532). Milton Keynes Community Foundation Limited purchased room hire and catering services from MK Community Properties Limited during the year amounting to £428 (2018: £3,522). These transactions have been removed on consolidation.

During the year, grants totalling £66,200 (2019: £10,632) were awarded to MK Gallery Enterprises (of which K Chadwick, a Trustee, is a director), grants totalling £Nil (2019: £2,500) were awarded to Thames Valley Partnership (of which Mrs F Komolafe, a Trustee, is a trustee) and grants totalling £5,000 (2019: Nil) were awarded to Trubys Garden Tea Rooms (of which Mrs K Mirza, a Trustee, is a Trustee). There were no outstanding balances with either related party at the year end (2019: £nil).

**18. Indemnity Insurance**

79%      5%

The group has purchased insurance for the Trustees and staff of the charity and the directors of the subsidiary company, MK Community Properties Limited, against liability arising for wrongful acts in relation to the charity and its wholly owned subsidiary. The cost of this insurance amounts to £2,213 (2019: £2,008).

**19. Accumulated Funds**

Milton Keynes Community Foundation maintains a number of separate funds, the movements in which are detailed in notes 19.4 to 19.6 below and the net assets of which are analysed in notes 19.7 to 19.9 below. Monies held in funds can be either flow-through (monies donated in one year are spent in the next along with any investment income earned) or endowment (monies are held in the fund until the fund reaches an agreed level at which time the annual income on the fund balance is spent).

Details of the funds are as follows:

**Unrestricted fund****19.1 Community Fund £2,123,596**

This fund is the main fund of the Community Foundation into which the majority of donations are made. Most grants are paid out of this fund and the majority of the administration costs are borne by this fund. Interest and investment income is added to this fund as earned.

**Designated funds****19.2 Property Fund £51,046,314**

This fund represents the net book value of the freehold and leasehold properties owned by the group, less mortgages raised to purchase properties, together with a reserve towards future property maintenance.

**Restricted funds****19.3 Various £14,909,588**

Details of the various restricted funds can be found in notes 19.4 to 19.6.

Notes to the Financial Statements  
For the year ended 31 March 2020

## 19. Accumulated Funds (continued)

19.4 Accumulated Funds - Analysis of  
group income and expenditure - current  
year

	Balance at 01/04/19 £	Income £	Transfers £	Revaluation of Investment Assets £	Expenditure £	Balance at 31/03/20 £
<b>Unrestricted funds</b>						
Community	2,757,474	2,349,114	(8,283)	(312,506)	(2,662,203)	2,123,596
Designated - Property	50,015,239	-	-	1,031,075	-	51,046,314
<b>Total unrestricted funds</b>	<b>52,772,713</b>	<b>2,349,114</b>	<b>(8,283)</b>	<b>718,569</b>	<b>(2,662,203)</b>	<b>53,169,910</b>
<b>Restricted funds</b>						
Arts Fund	393,463	19,045	-	(12,831)	(11,487)	388,190
Sport Relief Fund	4,554	-	(13)	-	(2,200)	2,341
Margaret Powell (Grants)	43	299	-	-	14	356
MK DASS Fund	292,324	9,798	-	(8,131)	(6,974)	287,017
RSM Fund	452	561	-	-	-	1,013
Women's Fund	30,102	1,146	(550)	(771)	(878)	29,049
thecentre:mk Fund	5,000	-	6,000	-	(6,050)	4,950
NiftyLift Fund	41,206	3,212	214	(1,101)	(1,926)	41,605
Family Funds	152,337	13,128	(382)	(4,570)	(6,055)	154,458
Edward Hurley Memorial Fund	270,218	9,381	-	(7,784)	(9,399)	262,416
Grassroots Endowment Fund	861,377	29,617	550	(258)	(12,571)	878,715
Shoosmiths Fund	2,756	2	-	-	(1,329)	1,429
Surviving Winter	30,688	3,918	-	-	(6,541)	28,065
Open University Fund	221	-	-	-	-	221
Local Giving	91,423	278,578	-	-	(292,499)	77,502
New Communities Funds	234,524	-	-	-	(3,220)	231,304
Jubilee Sports Fund	628	4,504	13	-	(540)	4,605
Community First EMC	11,984,812	475,456	(214)	(360,198)	(496,691)	11,603,165
Hopkinson Music Fund	65,114	2,218	-	(1,840)	-	65,492
Coventry Building Society Fund	-	1,286	-	-	(1,285)	1
VW Fund	11,064	10,000	-	-	(9,673)	11,391
Music Centre Fund	10,365	-	-	-	(237)	10,128
Business Leaders Fund	10,277	5,003	-	-	(550)	14,730
Big Local Conniburrow Fund	115,867	-	-	-	(76,934)	38,933
Great Linford Waterslide Festival Fund	38,170	1,320	-	(1,095)	(330)	38,065
Prevention of Crime Fund	7,224	1,247	750	-	(4,780)	4,441
Rainscourt Fund	10,703	5,000	-	-	(7,260)	8,443
Tony Byrne Financial Services Fund	26,637	10,707	-	(993)	(2,200)	34,151
Youth Social Action Fund	10,173	11,000	-	-	(7,900)	13,273
Brämwell Fund	15,277	940	-	-	(12,029)	4,188
Chichley Fund	34,640	6,824	-	(843)	(2,099)	38,522
ICAEW Social Mobility Fund	29,912	-	-	-	(8,806)	21,106
Netherfield Children Centre Legacy Fund	1	-	-	-	-	1
New City Fund	3,656	250	1,915	-	-	5,821
Tampon Tax Fund	-	12,949	-	-	(10,934)	2,015
National Lottery Fund	212,000	-	-	-	(36,300)	175,700
Olney Education Trust	-	6,501	-	-	-	6,501
Beadle Fund	-	51,232	-	(5,468)	-	45,764
MK Council 2050 Fund	-	150,000	-	-	(22,887)	127,113
Watercare Fund	-	15,000	-	-	(8,385)	6,615
TVP - Violent Crime Reduction	-	40,000	-	-	(5,500)	34,500
Covid 19 Emergency Response	-	50,842	-	-	(344)	50,498
MK Christian Centre Fund	-	40,000	-	-	(11,205)	28,795
Norman Hawes Memorial Trust	-	127,000	-	-	-	127,000
<b>Total restricted funds</b>	<b>14,997,208</b>	<b>1,397,964</b>	<b>8,283</b>	<b>(405,883)</b>	<b>(1,087,984)</b>	<b>14,909,588</b>
<b>Total funds</b>	<b>67,769,921</b>	<b>3,747,078</b>	<b>-</b>	<b>312,686</b>	<b>(3,750,187)</b>	<b>68,079,498</b>

**19. Accumulated Funds (continued)****19.5 Accumulated Funds - Analysis of  
charity income and expenditure - current  
year**

	Balance at 01/04/19 £	Income £	Transfers £	Revaluation of Investment Assets £	Expenditure £	Balance at 31/03/20 £
<b>Unrestricted funds</b>						
Community	2,505,648	1,687,312	(8,283)	(312,506)	(2,000,394)	1,871,777
Designated - Property	34,283,199	-	-	1,031,075	-	35,314,274
<b>Total unrestricted funds</b>	<b>36,788,847</b>	<b>1,687,312</b>	<b>(8,283)</b>	<b>718,569</b>	<b>(2,000,394)</b>	<b>37,186,051</b>
<b>Restricted funds</b>						
Arts Fund	393,463	19,045	-	(12,831)	(11,487)	388,190
Sport Relief Fund	4,554	-	(13)	-	(2,200)	2,341
Margaret Powell (Grants)	43	299	-	-	14	356
MK DASS Fund	292,324	9,798	-	(8,131)	(6,974)	287,017
RSM Fund	452	561	-	-	-	1,013
Women's Fund	30,102	1,146	(550)	(771)	(878)	29,049
thecentre:mk Fund	5,000	-	6,000	-	(6,050)	4,950
NiftyLift Fund	41,206	3,212	214	(1,101)	(1,926)	41,605
Family Funds	152,337	13,128	(382)	(4,570)	(6,055)	154,458
Edward Hurley Memorial Fund	270,218	9,381	-	(7,784)	(9,399)	262,416
Grassroots Endowment Fund	861,377	29,617	550	(258)	(12,571)	878,715
Shoosmiths Fund	2,756	2	-	-	(1,329)	1,429
Surviving Winter	30,688	3,918	-	-	(6,541)	28,065
Open University Fund	221	-	-	-	-	221
Local Giving	91,423	278,578	-	-	(292,499)	77,502
New Communities Funds	234,524	-	-	-	(3,220)	231,304
Jubilee Sports Fund	628	4,504	13	-	(540)	4,605
Community First EMC	11,984,812	475,456	(214)	(360,198)	(496,691)	11,603,165
Hopkinson Music Fund	65,114	2,218	-	(1,840)	-	65,492
Coventry Building Society Fund	-	1,286	-	-	(1,285)	1
VW Fund	11,064	10,000	-	-	(9,673)	11,391
Music Centre Fund	10,365	-	-	-	(237)	10,128
Business Leaders Fund	10,277	5,003	-	-	(550)	14,730
Big Local Conniburrow Fund	115,867	1 #	-	-	(76,934)	38,934
Great Linford Waterslide Festival Fund	38,170	1,320	-	(1,095)	(330)	38,065
Prevention of Crime Fund	7,224	1,247	750	-	(4,780)	4,441
Rainscourt Fund	10,703	5,000	-	-	(7,260)	8,443
Tony Byrne Financial Services Fund	26,637	10,707	-	(993)	(2,200)	34,151
Youth Social Action Fund	10,173	11,000	-	-	(7,900)	13,273
Bramwell Fund	15,277	940	-	-	(12,029)	4,188
Chichley Fund	34,640	6,824	-	(843)	(2,099)	38,522
ICAEW Social Mobility Fund	29,912	-	-	-	(8,806)	21,106
Netherfield Children Centre Legacy Fund	1	-	-	-	-	1
New City Fund	3,656	250	1,915	-	-	5,821
Tampon Tax Fund	-	12,949	-	-	(10,934)	2,015
National Lottery Fund	212,000	-	-	-	(36,300)	175,700
Olney Education Trust	-	6,501	-	-	-	6,501
Beadle Fund	-	51,232	-	(5,468)	-	45,764
MK Council 2050 Fund	-	150,000	-	-	(22,887)	127,113
Watercare Fund	-	15,000	-	-	(8,385)	6,615
TVP - Violent Crime Reduction	-	40,000	-	-	(5,500)	34,500
Covid 19 Emergency Response	-	50,842	-	-	(344)	50,498
MK Christian Centre Fund	-	40,000	-	-	(11,205)	28,795
Norman Hawes Memorial Trust	-	127,000	-	-	-	127,000
<b>Total restricted funds</b>	<b>14,997,208</b>	<b>1,397,965</b>	<b>8,283</b>	<b>(405,883)</b>	<b>(1,087,984)</b>	<b>14,909,589</b>
<b>Total funds</b>	<b>51,786,055</b>	<b>3,085,277</b>	<b>-</b>	<b>312,686</b>	<b>(3,088,378)</b>	<b>52,095,640</b>

Notes to the Financial Statements  
For the year ended 31 March 2020

## 19. Accumulated Funds (continued)

19.6 Accumulated Funds - Analysis of  
group income and expenditure - prior year

	Balance at 01/04/18 £	Income £	Transfers £	Revaluation of Investment Assets £	Expenditure £	Balance at 31/03/19 £
<b>Unrestricted funds</b>						
Community	2,721,373	1,941,145	(14,692)	60,930	(1,951,282)	2,757,474
Designated - Property	45,399,389	-	-	5,025,350	(409,500)	50,015,239
<b>Total unrestricted funds</b>	<b>48,120,762</b>	<b>1,941,145</b>	<b>(14,692)</b>	<b>5,086,280</b>	<b>(2,360,782)</b>	<b>52,772,713</b>
<b>Restricted funds</b>						
Arts Fund	366,664	18,527	- 470	31,842	(23,100)	393,463
Sport Relief Fund	4,541	13	-	-	-	4,554
Margaret Powell (Grants)	1,143	-	-	-	(1,100)	43
MK DASS Fund	262,504	9,643	-	20,177	-	292,324
RSM Fund	685	451	-	-	(684)	452
Women's Fund	27,545	2,677	-	1,914	(2,034)	30,102
thecentre:mk Fund	-	-	5,000	-	-	5,000
NiftyLift Fund	40,719	3,226	-	2,732	(5,471)	41,206
Family Funds	148,744	23,376	-	9,411	(29,194)	152,337
Edward Hurley Memorial Fund	249,545	9,234	-	19,319	(7,880)	270,218
Grassroots Endowment Fund	801,809	29,151	-	60,978	(30,561)	861,377
Shoosmiths Fund	10,002	1,415	-	-	(8,661)	2,756
Surviving Winter	32,351	5,853	-	-	(7,516)	30,688
Open University Fund	1,563	-	-	-	(1,342)	221
Local Giving	65,423	324,932	-	-	(298,932)	91,423
New Communities Funds	389,011	(97,073)	-	-	(57,414)	234,524
Jubilee Sports Fund	1,442	628	-	-	(1,442)	628
Community First EMC	11,043,983	404,643	-	812,304	(276,118)	11,984,812
Hopkinson Music Fund	60,014	2,183	-	4,567	(1,650)	65,114
Coventry Building Society Fund	1,286	-	-	-	(1,286)	-
VW Fund	15,944	10,000	-	-	(14,880)	11,064
Music Centre Fund	10,365	-	-	-	-	10,365
Business Leaders Fund	12,188	3,702	-	-	(5,613)	10,277
Big Local Conniburrow Fund	202,501	86,244	-	-	(172,878)	115,867
Great Linford Waterslide Festival Fund	35,033	1,299	-	2,718	(880)	38,170
Prevention of Crime Fund	12,724	-	-	-	(5,500)	7,224
Rainscourt Fund	7,825	6,250	-	-	(3,372)	10,703
Tony Byrne Financial Services Fund	17,321	10,526	-	990	(2,200)	26,637
Youth Social Action Fund	16,958	11,000	-	-	(17,785)	10,173
Brànwel Fund	16,150	11,250	-	-	(12,123)	15,277
Chichley Fund	35,326	9,015	-	2,038	(11,739)	34,640
CCG Fund	8,033	-	-	-	(8,033)	-
ICAEW Social Mobility Fund	97,250	-	-	-	(67,338)	29,912
Netherfield Children Centre Legacy Fund	287	-	-	-	(286)	1
Heald Solicitors Fund	-	-	4,400	-	(4,400)	-
New City Fund	-	-	5,762	-	(2,106)	3,656
Tampon Tax Fund	-	12,528	-	-	(12,528)	-
National Lottery Fund	-	300,000	-	-	(88,000)	212,000
<b>Total restricted funds</b>	<b>13,996,879</b>	<b>1,200,693</b>	<b>14,692</b>	<b>968,990</b>	<b>(1,184,046)</b>	<b>14,997,208</b>
<b>Total funds</b>	<b>62,117,641</b>	<b>3,141,838</b>	<b>-</b>	<b>6,055,270</b>	<b>(3,544,828)</b>	<b>67,769,921</b>

Notes to the Financial Statements  
For the year ended 31 March 2020

## 19. Accumulated Funds (continued)

## 19.7 Accumulated Funds - Analysis of group net assets - current year

	Fixed Assets	Investments	Net Current Assets/ (Liabilities)	Long Term Liabilities	Total
	£	£	£	£	£
<b>Unrestricted funds</b>					
Community	243,186	2,502,853	(622,443)	-	2,123,596
Designated - Property	52,309,825	-	(263,511)	(1,000,000)	51,046,314
<b>Total unrestricted funds</b>	<b>52,553,011</b>	<b>2,502,853</b>	<b>(885,954)</b>	<b>(1,000,000)</b>	<b>53,169,910</b>
<b>Restricted funds</b>					
Arts Fund	-	414,135	(25,945)	-	388,190
Sport Relief Fund	-	-	2,341	-	2,341
Margaret Powell (Grants)	-	-	356	-	356
MK DASS Fund	-	262,415	24,602	-	287,017
RSM Fund	-	-	1,013	-	1,013
Women's Fund	-	24,897	4,152	-	29,049
thecentre:mk Fund	-	-	4,950	-	4,950
NiftyLift Fund	-	35,533	6,072	-	41,605
Family Funds	-	134,416	20,042	-	154,458
Edward Hurley Memorial Fund	-	251,257	11,159	-	262,416
Grassroots Endowment Fund	-	793,245	85,470	-	878,715
Shoosmiths Fund	-	-	1,429	-	1,429
Surviving Winter	-	-	28,065	-	28,065
Open University Fund	-	-	221	-	221
Local Giving	-	-	77,502	-	77,502
New Communities Funds	-	-	231,304	-	231,304
Jubilee Sports Fund	-	-	4,605	-	4,605
Community First EMC	-	10,647,114	956,051	-	11,603,165
Hopkinson Music Fund	-	59,408	6,084	-	65,492
Coventry Building Society Fund	-	-	1	-	1
VW Fund	-	-	11,391	-	11,391
Music Centre Fund	-	-	10,128	-	10,128
Business Leaders Fund	-	-	14,730	-	14,730
Big Local Conniburrow Fund	-	-	38,933	-	38,933
Great Linford Waterslide Festival Fund	-	1 #	38,064	-	38,065
Prevention of Crime Fund	-	-	4,441	-	4,441
Raincourt Fund	-	-	8,443	-	8,443
Tony Byrne Financial Services Fund	-	21,129	13,022	-	34,151
Youth Social Action Fund	-	-	13,273	-	13,273
Bramwell Fund	-	-	4,188	-	4,188
Chichley Fund	-	27,062	11,460	-	38,522
ICAEW Social Mobility Fund	-	-	21,106	-	21,106
Netherfield Children Centre Legacy Fund	-	-	1	-	1
New City Fund	-	-	5,821	-	5,821
Tampon Tax Fund	-	-	2,015	-	2,015
National Lottery Fund	-	-	175,700	-	175,700
Olney Education Trust	-	-	6,501	-	6,501
Beadle Fund	-	44,532	1,232	-	45,764
MK Council 2050 Fund	-	-	127,113	-	127,113
Watercare Fund	-	-	6,615	-	6,615
TVP - Violent Crime Reduction	-	-	34,500	-	34,500
Covid 19 Emergency Response	-	-	50,498	-	50,498
MK Christian Centre Fund	-	-	28,795	-	28,795
Norman Hawes Memorial Trust	-	-	127,000	-	127,000
<b>Total restricted funds</b>	<b>-</b>	<b>12,715,143</b>	<b>2,194,445</b>	<b>-</b>	<b>14,909,588</b>
<b>Total funds</b>	<b>52,553,011</b>	<b>15,217,996</b>	<b>1,308,491</b>	<b>(1,000,000)</b>	<b>68,079,498</b>

Notes to the Financial Statements  
For the year ended 31 March 2020

## 19. Accumulated Funds (continued)

## 19.8 Accumulated Funds - Analysis of company net assets - current year

	Fixed Assets £	Investments £	Net Current Assets/ (Liabilities) £	Long Term Liabilities £	Total £
<b>Unrestricted funds</b>					
Community	10,575	2,902,854	(1,041,652)	-	1,871,777
Designated - Property	36,397,285	-	(83,011)	(1,000,000)	35,314,274
<b>Total unrestricted funds</b>	<b>36,407,860</b>	<b>2,902,854</b>	<b>(1,124,663)</b>	<b>(1,000,000)</b>	<b>37,186,051</b>
<b>Restricted funds</b>					
Arts Fund	-	414,135	(25,945)	-	388,190
Sport Relief Fund	-	-	2,341	-	2,341
Margaret Powell (Grants)	-	-	356	-	356
MK DASS Fund	-	262,415	24,602	-	287,017
RSM Fund	-	-	1,013	-	1,013
Women's Fund	-	24,897	4,152	-	29,049
thecentre:mk Fund	-	-	4,950	-	4,950
NiftyLift Fund	-	35,533	6,072	-	41,605
Family Funds	-	134,416	20,042	-	154,458
Edward Hurley Memorial Fund	-	251,257	11,159	-	262,416
Grassroots Endowment Fund	-	793,245	85,470	-	878,715
Shoosmiths Fund	-	-	1,429	-	1,429
Surviving Winter	-	-	28,065	-	28,065
Open University Fund	-	-	221	-	221
Local Giving	-	-	77,502	-	77,502
New Communities Funds	-	-	231,304	-	231,304
Jubilee Sports Fund	-	-	4,605	-	4,605
Community First EMC	-	10,647,114	956,051	-	11,603,165
Hopkinson Music Fund	-	59,408	6,084	-	65,492
Coventry Building Society Fund	-	-	1	-	1
VW Fund	-	-	11,391	-	11,391
Music Centre Fund	-	-	10,128	-	10,128
Business Leaders Fund	-	-	14,730	-	14,730
Big Local Conniburrow Funds	-	-	38,933	-	38,933
Great Linford Waterslide Festival Fund	-	1	38,064	-	38,065
Prevention of Crime Fund	-	-	4,441	-	4,441
Rainscourt Fund	-	-	8,443	-	8,443
Tony Byrne Financial Services Fund	-	21,129	13,022	-	34,151
Youth Social Action Fund	-	-	13,273	-	13,273
Bramwell Fund	-	-	4,188	-	4,188
Chicheley Fund	-	27,062	11,460	-	38,522
ICAEW Social Mobility Fund	-	-	21,106	-	21,106
Netherfield Children Centre Legacy Fund	-	-	1	-	1
New City Fund	-	-	5,821	-	5,821
Tampon Tax Fund	-	-	2,015	-	2,015
National Lottery Fund	-	-	175,700	-	175,700
Olney Education Trust	-	-	6,501	-	6,501
Beadle Fund	-	44,532	1,232	-	45,764
MK Council 2050 Fund	-	-	127,113	-	127,113
Watercare Fund	-	-	6,615	-	6,615
TVP - Violent Crime Reduction	-	-	34,500	-	34,500
Covid 19 Emergency Response	-	-	50,498	-	50,498
MK Christian Centre Fund	-	-	28,795	-	28,795
Norman Hawes Memorial Trust	-	-	127,000	-	127,000
<b>Total restricted funds</b>	<b>-</b>	<b>12,715,143</b>	<b>2,194,445</b>	<b>-</b>	<b>14,909,588</b>
<b>Total funds</b>	<b>36,407,860</b>	<b>15,617,997</b>	<b>1,069,782</b>	<b>(1,000,000)</b>	<b>52,095,639</b>

Notes to the Financial Statements  
For the year ended 31 March 2020

## 19. Accumulated Funds (continued)

## 19.9 Accumulated Funds - Analysis of group net assets - prior year

	Fixed Assets £	Investments £	Net Current Assets/ (Liabilities) £	Long Term Liabilities £	Total £
<b>Unrestricted funds</b>					
Community	70,213	2,851,126	(77,365)	(86,500)	2,757,474
Designated - Property	51,278,750	-	(171,011)	(1,092,500)	50,015,239
<b>Total unrestricted funds</b>	<b>51,348,963</b>	<b>2,851,126</b>	<b>(248,376)</b>	<b>(1,179,000)</b>	<b>52,772,713</b>
<b>Restricted funds</b>					
Arts Fund	-	426,966	(33,503)	-	393,463
Sport Relief Fund	-	-	4,554	-	4,554
Margaret Powell (Grants)	-	-	43	-	43
MK DASS Fund	-	270,546	21,778	-	292,324
RSM Fund	-	-	452	-	452
Women's Fund	-	25,669	4,433	-	30,102
thecentre:mk Fund	-	-	5,000	-	5,000
NiftyLift Fund	-	36,635	4,571	-	41,206
Family Funds	-	132,767	19,570	-	152,337
Edward Hurley Memorial Fund	-	259,043	11,175	-	270,218
Grassroots Endowment Fund	-	817,823	43,554	-	861,377
Shoosmiths Fund	-	-	2,756	-	2,756
Surviving Winter	-	-	30,688	-	30,688
Open University Fund	-	-	221	-	221
Local Giving	-	-	91,423	-	91,423
New Communities Funds	-	-	234,524	-	234,524
Jubilee Sports Fund	-	-	628	-	628
Community First EMC	-	10,905,672	1,079,140	-	11,984,812
Hopkinson Music Fund	-	61,248	3,866	-	65,114
Coventry Building Society Fund	-	-	-	-	-
VW Fund	-	-	11,064	-	11,064
Muslc Centre Fund	-	-	10,365	-	10,365
Business Leaders Fund	-	-	10,277	-	10,277
Big Local Conniburrow Fund	-	-	115,867	-	115,867
Great Linford Waterslide Festival Fund	-	1	1,717	-	1,718
Prevention of Crime Fund	-	-	7,224	-	7,224
Rainscourt Fund	-	-	10,703	-	10,703
Tony Byrne Financial Services Fund	-	16,706	9,931	-	26,637
Youth Social Action Fund	-	-	10,173	-	10,173
Bramwell Fund	-	-	15,277	-	15,277
Chichley Fund	-	27,505	7,135	-	34,640
ICAEW Social Mobility Fund	-	-	29,912	-	29,912
Netherfield Children Centre Legacy Fund	-	-	1	-	1
New City Fund	-	-	3,656	-	3,656
Tampon Tax Fund	-	-	-	-	-
National Lottery Fund	-	-	212,000	-	212,000
<b>Total restricted funds</b>	<b>-</b>	<b>12,980,581</b>	<b>1,980,175</b>	<b>-</b>	<b>14,960,756</b>
<b>Total funds</b>	<b>51,348,963</b>	<b>15,831,707</b>	<b>1,731,799</b>	<b>(1,179,000)</b>	<b>67,733,469</b>



Milton Keynes Community Foundation Limited

Notes to the Financial Statements  
For the year ended 31 March 2020

20. Grants made

Analysis of grants made	Unrestricted Funds £	Restricted Funds £	Big Local Conniburrow £	Local Giving £	Total £
Voluntary groups and charities	136,799	650,868	76,934	272,617	1,137,218
Individuals	2,000	9,000	-	-	11,000
<b>Total</b>	<b>138,799</b>	<b>659,868</b>	<b>76,934</b>	<b>272,617</b>	<b>1,148,218</b>

A complete list of all grant recipients for the year can be found on our website

Reconciliation of grants payable	2020 £	2019 £
Grants to Voluntary Groups and Charities	787,667	722,849
Grants through Local Giving	272,617	281,237
Big Local Conniburrow Project	76,934	164,646
Grants to Individuals	11,000	8,000
<b>Total grants awarded</b>	<b>1,148,218</b>	<b>1,176,732</b>
Commitments at 1 April	376,999	340,769
Commitments made in the year	1,165,462	1,186,416
Grants cancelled or recovered	(17,244)	(9,684)
<b>Grants payable for the year</b>	<b>1,148,218</b>	<b>1,176,732</b>
<b>Grants paid during the year</b>	<b>(1,189,113)</b>	<b>(1,140,502)</b>
<b>Commitments at 31 March</b>	<b>336,104</b>	<b>376,999</b>
Commitments at 31 March are payable as follows		
Within one year	336,104	290,499
After one year	-	86,500
<b>Total</b>	<b>336,104</b>	<b>376,999</b>

Notes to the Financial Statements  
For the year ended 31 March 2020

**21. Reconciliation of net movement in funds to net cash used in operating activities**

	2020 £	2019 £
Net movement in funds	309,577	5,652,280
Depreciation and amortisation charges	64,184	60,132
Loss on disposal of tangible fixed assets	(244)	409,500
(Gains) on listed investments and investment properties	(312,686)	(6,055,270)
Dividends and interest from investments	(579,595)	(533,737)
(Increase) in debtors	17,769	(278,265)
Increase in creditors	(172,554)	223,936
Net cash used in operating activities	(673,549)	(521,424)

**22. Financial Instruments**

The carrying amount of the group's and the charitable company's financial instruments at 31 March were:

	Group 2020 £	2019 £
<b>Financial assets</b>		
Debt instruments measured at amortised cost	847,820	828,959
Instruments measured at fair value through profit or loss	15,253,352	15,868,159
<b>Total</b>	16,101,172	16,697,118
<b>Financial liabilities</b>		
Measured at amortised cost	1,822,299	2,038,798