

The Graham Kirkham Foundation – (limited by guarantee)

Trustees' report and financial statements

Registered charity number 1002390

Registered company number 02573955

For the year ended 31 July 2015

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The Graham Kirkham Foundation

Year ended 31 July 2015

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The Graham Kirkham Foundation

Year ended 31 July 2015

Trustees' annual report

The trustees, who are also directors of the charity for the purposes of the Companies Act, present their annual report and the financial statements for the year ended 31 July 2015. The financial statements comply with current statutory requirements, the Companies Act 2006 and the Statement of Recommended Practice – Accounting and Reporting by Charities issued in March 2005. In preparing these financial statements the Trustees have taken advantage of the Special Provisions of part VII of the Companies Act 2006 relating to small entities.

Legal and administrative information

The full name of the charity is The Graham Kirkham Foundation ('the Foundation').

In accordance with the Companies Act 2006, the charitable company is exempt from the requirements of the act to include "Limited" as part of its name.

The company is limited by guarantee and was incorporated on 15 January 1991 under company number 02573955. It has been granted charitable status under the Charities Act under registration number 1002390.

The Charity is governed by its Memorandum and Articles of Association.

The Graham Kirkham Foundation is an independent registered charity and is administered by staff working for Black Diamond Investments LP.

New Trustees are appointed by the board of trustees and hold office until the next annual general meeting when they become eligible for re-election. At the general meeting the number nearest one-third of the trustees shall retire and may offer themselves for re-election.

Registered Office

8 Ebor Court
Redhouse Interchange
Adwick – le Street
Doncaster
South Yorkshire
DN6 7FE

Bankers

The Royal Bank of Scotland
Doncaster Branch
15 St Sepulchre Gate
Doncaster Branch
South Yorkshire
DN1 1TF

Registered Charity Number

1002390

Independent Examiner

Karen Hanlan
Hollyoaks
Lea Marston
B76 0BW

Registered Company Number

02573955

Trustees & Directors

Lord G Kirkham
Lady P Kirkham
M Kirkham

The Graham Kirkham Foundation

Year ended 31 July 2015

Trustees' annual report *(continued)*

Structure governance and management

Trustees serving during the year are as follows:

Lord G Kirkham
Lady P Kirkham
M Kirkham

The trustee retiring by rotation is Lord Graham Kirkham who, being eligible, offers his self for re-election.

Trustees meet as and when required to discuss and agree upon grant applications.

The trustees have no interest in shares or rights to subscribe for shares which require disclosure under companies' legislation.

In the event of the company being wound up, the liability of each of the members shall be for a sum not exceeding £1.

Risk assessment

On an informal basis the Trustees have considered the risks to which the charity is exposed and they believe they have established procedures to mitigate significant risks.

Objectives and activities

The objective of the charity is to advance any charitable purpose for the benefit of the public as the trustees may see fit.

The main objectives are:

- the promotion or development of the study and/or appreciation of literature, art, music or science;
- the advancement of education of persons at any age and the advancement of physical education of young people at school or university;
- the relief of poverty and hardship by providing financial assistance and accommodation for affected persons and their dependants and relatives;
- the relief of illness and disease by providing treatment, financial assistance and accommodation. The charity also supports research into treatment and prevention of illness;
- the relief of the suffering of birds and animals through the support of rescue homes, hospitals, sanctuaries and other similar organisations;
- the relief of poverty and hardship and promotion of the well being of persons connected to the armed services;
- the provision of support and protection to those dependent upon or in danger of becoming dependent on drugs;
- to provide, in the interests of social welfare, facilities for public recreation;
- to protect and preserve buildings of architectural interest of sites of historical interest or natural beauty.

The objects are achieved through the awarding of grants to charities, voluntary organisations and individuals whose objects and activities are in line with those of the Foundation.

The Graham Kirkham Foundation

Year ended 31 July 2015

Trustees' annual report *(continued)*

Grant making policy

The trustees consider each application and make awards to applicants in line with the objectives of the Charity.

Review of achievements and financial review

Lord Kirkham made donations totalling £150,000 (2014 Lord Kirkham : £175,000).

During the year, the charity has contributed a total of £233,250 (2014: £336,500) towards worthy causes. All contributions are made by way of cheque payments.

The largest donation made was £150,000 to The Royal Foundation. Other significant donations included £25,000 to Prostate Cancer Research and £20,000 to the Duke of Edinburgh Award Scheme.

Lord Kirkham is Chairman of The Trustees at the Duke of Edinburgh Award Scheme which received £20,000, and is President of the Friendly Band which received £10,000. Lord Kirkham is also a member of The Saints and Sinners Charitable Trust which received £4,000 from the Foundation during the year.

Reserves policy

The Foundation's policy is to distribute its reserves to causes deemed worthy by the trustees when the opportunity arises. Free reserves of £74,815 (2014: £95,607) are held and will be distributed to worthy causes when suitable grant applications are approved.

Investment policy

Free reserves are held as cash to enable the Charity to access its reserves to fulfil grant applications once approved.

Public benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities.

The Graham Kirkham Foundation

Year ended 31 July 2015

Trustees' annual report *(continued)*

Plans for the future periods

The trustees plan to continue to contribute towards worthy causes and consider applications as they arise.

By order of the board

X 

The Lord Kirkham CVO
Trustee
11th April 2016

8 Ebor Court
Redhouse
Interchange
Adwick-le-Street
Doncaster
DN6 7FE

The Graham Kirkham Foundation

Year ended 31 July 2015

Trustees' responsibilities statement

The trustees (who are also directors of The Graham Kirkham Foundation for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's Independent Examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the Independent Examiner is aware of that information.

The Graham Kirkham Foundation

Year ended 31 July 2015

Independent Examiner's Report to the Trustees of The Graham Kirkham Foundation

I report on the financial statements of the charitable company for the year ended 31 July 2015 which are set out on pages 7 to 11.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purpose of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 145 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charitable company is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's statement

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

- 1) which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Karen Hanlan, ACA



11th April 2016

3 School Lane, Lea Marston, B76 0BW

The Graham Kirkham Foundation

Year ended 31 July 2015

Statement of financial activities

(incorporating an Income and Expenditure Account)

For the year ended 31 July 2015

	Notes	Unrestricted funds	
		2015	2014
		£	£
Incoming resources			
<i>Incoming resources from generated funds</i>			
Voluntary income			
Donations		171,400	199,000
Gifts in kind		1,000	1,000
Gift Aid tax rebate		42,850	49,750
Interest receivable	3	310	520
Total incoming resources		215,560	250,270
 Resources expended			
Charitable activities:			
Grants	4	(233,250)	(336,500)
Governance costs	7	(675)	(675)
Administration costs		(2,427)	(1,911)
Total resources expended		(236,352)	(339,086)
 Net resources expended and net movements in funds		(20,792)	(88,816)
 Fund balances brought forward at 1 August		95,607	184,423
Fund balances carried forward at 31 July		74,815	95,607

The net income for the year and resulting net movement in funds arise from continuing operations.

The charitable company has no recognised gains or losses other than net movements in funds for the year.

The Graham Kirkham Foundation

Year ended 31 July 2015

Balance sheet

For the year ended 31 July 2015

	<i>Notes</i>	2015 £	2014 £
Current assets			
Debtors	9	43,064	55,252
Cash at bank and in hand		32,426	42,692
Current liabilities			
Creditors due within one year	10	(675)	(2,337)
Net current assets		74,815	95,607
Net Assets		74,815	95,607
Funds			
Unrestricted funds		74,815	95,607

The accompanying accounting policies and notes form part of these financial statements.


For the year ending 31 July 2015 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors/trustees responsibilities:

- The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006, however, in accordance with section 145 of the Charities Act 2011 the accounts have been examined by an independent examiner whose report appears on page 6;
- The directors/trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees on 11th April 2016 and signed on its behalf by:

The Lord Kirkham CVO x 
Trustee

Registered company number 02573955

The Graham Kirkham Foundation

Year ended 31 July 2015

Notes to the financial statements

(forming part of the financial statements)

1 Company status

The charity is a company limited by guarantee and in the event of it being wound up the liability of each of the members shall be for a sum not exceeding £1. The company is registered as a charity with the Charity Commission under registration number 1002390.

2 Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and comply with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" published in March 2005 and the Companies Act 2006.

A cash flow statement has not been presented in the financial statements of the company as permitted by Financial Reporting Standard No. 1 (revised).

Incoming resources

All incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Donations include recoverable income tax.

Gifts in kind are included at valuation and recognised as income when the services to which they relate have been provided. Donated facilities and services provided are included at the value to the charity where this can be quantified and a third party is bearing the cost. No amounts are included in the financial statements for services donated by volunteers.

Resources expended

Grants payable are charged in the financial statements when the trustees have resolved to make a grant and are accrued as liabilities when the awarding of a grant has created a valid expectation of its fulfilment in the mind of a beneficiary.

Governance and administrative costs, including irrecoverable VAT, are charged to the financial statements as incurred.

Funds

All funds are unrestricted and thus available for expending at the discretion of the Trustees in line with the objects of the Charity.

The Graham Kirkham Foundation

Year ended 31 July 2015

Notes to the financial statements (continued)

3 Interest receivable and similar income

	2015 £	2014 £
Bank interest	310	520

4 Grants

Grants payable comprise the following donations to organisations :

<u>Organisation</u>	<u>Nature of Charitable Activity</u>	<u>£</u>
Duke of Edinburgh	Childcare/Education	20,000
Saints & Sinners Charitable Trust	Various	4,000
Black Heath Bromley Harriers	Culture	5,000
Walk for Peace	Culture	5,000
R.A.B.I.	Welfare	1,000
Friendly Band	Culture	10,000
Royal Foundation	Culture	150,000
Prostate Cancer Research	Healthcare	25,000
Sprotbrough Music Society	Culture	250
Lord Dobbs	Various	2,000
FESNCH UK	Education	10,000
Yorkshire & Humberside Brass Band Association	Culture	1,000
		233,250

5 Trustees' emoluments and related party transactions

Trustees received no remuneration nor were reimbursed any expenses during the year (2014: £Nil).

Charitable donations were made to certain related parties in the year as follows:

Lord Kirkham is Chairman of The Trustees at The Duke of Edinburgh Award Scheme which received £20,000.

Lord Kirkham is a Member of The Saints and Sinners Charitable Trust which received £4,000.

Lord Kirkham is President of the Friendly Band which received £10,000.

The Graham Kirkham Foundation

Year ended 31 July 2015

Notes to the financial statements *(continued)*

6 Staff numbers and costs

The Charity has no employees and incurs no payroll costs.

7 Governance costs

The governance cost of £675 (2014: £675) relates to fees payable to the Independent Examiner (2014: Independent Examiner).

8 Administration costs

The charity is administered by staff working for Black Diamond Investments LP. Costs of administration of the charity of £1,000 were paid by a gift in kind awarded by Black Diamond Investments, a Limited Partnership registered under the Limited Partnership Act 1907. Lord Kirkham is a Limited Partner of Black Diamond Investments. Other costs relate to postage, printing and stationery.

9 Debtors

	2015 £	2014 £
Gift aid receivable	42,850	53,452
Other debtors	214	1,800
	<u>43,064</u>	<u>55,252</u>

10 Creditors

	2015 £	2014 £
Accruals	675	1,337
Other creditors	-	1,000
	<u>675</u>	<u>2,337</u>