

**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 2017**



# **The Graham Kirkham Foundation**

**Year ended 31 July 2017**

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# **The Graham Kirkham Foundation**

**Year ended 31 July 2017**

## **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 2017. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association and 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 (FRS102)(effective 1 January 2015).

### **Objectives, activities and achievements**

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 or 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 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.

### **Financial review**

Lord Kirkham made donations totalling £Nil (2016 Lord Kirkham: £325,000).

During the year, the charity has contributed a total of £70,500 (2016: £315,583) towards worthy causes. All contributions are made by way of cheque payments.

The largest donations were given to The Friendly Band, Mencap, The Sebastian Coe Charitable Foundation, and B-EAT, who all received payments of £10,000. Other significant donations included £8,000 to Saint & Sinners, £5,000 to The Pushkin Prizes in Scotland, £5,000 to The Geffrye Museum Trust, £5,000 to Freedom Road Creative Arts, and £5,000 to the Worshipful Company of Furniture Makers Charitable Fund.

## **The Graham Kirkham Foundation**

**Year ended 31 July 2017**

### **Trustees' annual report** *(continued)*

Lord Kirkham is President Ex Officio of the Friendly Band which received £10,000 and a member of The Saints and Sinners Charitable Trust which received £8,000 from the Foundation during the year. Lord Kirkham is also Honorary Liveryman of the Worshipful Company of Furniture Makers which received £5,000.

#### ***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 £94,458 (2016: £165,777) 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.

#### ***Grant making policy***

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

#### ***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.

#### **Plans for the future periods**

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

#### **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 Lady P Kirkham who, being eligible, offers herself for re-election.

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

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.

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

# **The Graham Kirkham Foundation**

**Year ended 31 July 2017**

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.

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

## **Legal and administrative information**

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

### ***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, ACA  
Hollyoaks  
Lea Marston  
B76 0BW

### ***Registered Company Number***

02573955

### ***Trustees & Directors***

Lord G Kirkham  
Lady P Kirkham  
M Kirkham

By order of the board

x 

The Lord Kirkham CVO  
Trustee

20 April 2018

# **The Graham Kirkham Foundation**

**Year ended 31 July 2017**

## **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 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 2017**

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

I report to the charity trustees on my examination of the financial statements of the charitable company ('the Company') for the year ended 31 July 2017 which are set out on pages 6 to 11.

### **Responsibilities and basis of report**

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the financial statements of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### **Independent Examiner's statement**

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

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than the requirement that the financial statements give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102).

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

Karen Hanlan, ACA



20 April 2018

3 School Lane, Lea Marston, B76 0BW

# The Graham Kirkham Foundation

Year ended 31 July 2017

## Statement of financial activities

(incorporating an Income and Expenditure Account)

For the year ended 31 July 2017

	Notes	Unrestricted funds	
		2017	2016
		£	£
<b>Income:</b>			
<i>Donations &amp; legacies</i>			
Donations		-	325,000
Gifts in kind		1,000	1,000
Gift Aid tax rebate		-	82,450
<i>Investment income</i>	3	255	860
<b>Total income</b>		<b>1,255</b>	<b>409,310</b>
<b>Expenditure</b>			
<i>Charitable activities</i>			
Grants	4	(70,500)	(315,583)
Support and governance costs	7	(2,074)	(2,765)
<b>Total expenditure</b>		<b>(72,574)</b>	<b>(318,348)</b>
<b>Net (expenditure)/income and net movements in funds</b>		<b>(71,319)</b>	<b>90,962</b>
<b>Reconciliation of funds</b>			
Total funds brought forward		165,777	74,815
<b>Total funds carried forward</b>		<b>94,458</b>	<b>165,777</b>

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 2017

## Balance sheet

*For the year ended 31 July 2017*

	<i>Notes</i>	<b>2017</b> £	2016 £
<b>Current assets</b>			
Debtors	8	2,526	1,397
Cash at bank and in hand		92,732	165,180
		<b>95,258</b>	166,577
 <b>Current liabilities</b>			
Creditors due within one year	9	(800)	(800)
 <b>Net current assets</b>		<b>94,458</b>	165,777
  <b>Net Assets</b>		<b>94,458</b>	165,777
 <b>The funds of the Charity:</b>			
Unrestricted funds		<b>94,458</b>	165,777

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

For the year ending 31 July 2017 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 5;
- 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 20 April 2018 and signed on its behalf by:

X 

**The Lord Kirkham CVO**

*Trustee*

Registered company number 02573955

# **The Graham Kirkham Foundation**

**Year ended 31 July 2017**

## **Notes to the financial statements**

*(forming part of the financial statements)*

### **1 Accounting policies**

#### **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 (FRS102) (effective 1 January 2015) - (Charities SORP (FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) and the Companies Act 2006.

In preparing these financial statements Update Bulletin 1 to the Charities SORP (FRS102) has been adopted and consequently a Statement of Cash flows has not been prepared.

The Graham Kirkham Foundation meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historic cost or transaction value unless otherwise stated in the relevant accounting policy note

#### **Status of the company**

The charitable company is limited by guarantee and does not have share capital. The liability of members is limited to £1 per member.

#### **Going Concern statement**

The financial statements have been prepared on a going concern basis which assumes that the charity will continue to operate. The validity of this assumption is dependent upon the continuance of support from the charity's key donor. The charity makes grants to organisations only to the extent that funds are available to it and makes no commitment to beneficiaries about future grants. Furthermore overheads and running costs are limited and Trustees always ensure funds are available to meet the charity's obligations when making decisions on future grants. Based on this understanding the director trustees believe that it remains appropriate to prepare the financial statements on a going concern basis. The financial statements do not include any adjustments, which would result from the basis of preparation being inappropriate.

#### **Income**

All income is recognised in the Statement of Financial Activities when the charitable company is legally entitled, ultimate receipt is probable and the amount can be quantified with reasonable accuracy.

Income relating to future periods, as a result of donor imposed conditions specifying the time period, has been treated as deferred income.

Donations include recoverable income tax.

# **The Graham Kirkham Foundation**

**Year ended 31 July 2017**

## **Notes to the financial statements** *(continued)*

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.

### ***Expenditure***

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 support 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.

### **Taxation**

As a registered charity no provision is considered necessary for taxation.

### **Cash and cash equivalents**

Cash and cash equivalents include cash at bank and in hand and short term deposits repayable on or within a three month notice period.

### **Debtors**

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

### **Creditors**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

# The Graham Kirkham Foundation

Year ended 31 July 2017

## Notes to the financial statements *(continued)*

### 3 Investment income

	2017	2016
	£	£
Bank interest	255	860

### 4 Grants

Grants payable comprise the following donations to organisations:

<u>Organisation</u>	<u>Nature of Charitable Activity</u>	<u>£</u>
Yorkshire & Humberside Brass Band Association	Culture	1,000
Sprotbrough Music Society	Culture	500
Saints & Sinners	Various	8,000
The Sebastian Coe Charitable Foundation	Welfare	10,000
B-EAT	Healthcare	10,000
Wiltshire Community Foundation	Welfare	1,000
The Friendly Band	Culture	10,000
The Worshipful Company of Furniture Makers Charitable Fund	Welfare	5,000
Mencap	Healthcare	10,000
The Geffrye Museum Trust	Culture	5,000
Freedom Road Creative Arts	Culture	5,000
The Pushkin Prizes in Scotland	Culture	5,000
		<b>70,500</b>

### 5 Trustees' emoluments and related party transactions

Trustees received no remuneration nor were reimbursed any expenses during the year (2016: £Nil).

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

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

Lord Kirkham is a Member of The Saints and Sinners Charitable Trust which received £8,000.

Lord Kirkham is Honorary Liveryman of the Worshipful Company of Furniture Makers which received £5,000.

Lord Kirkham made donations totalling £NIL (2016: £325,000) during the year.

# The Graham Kirkham Foundation

Year ended 31 July 2017

## Notes to the financial statements *(continued)*

### 6 Staff numbers and costs

The Charity has no employees and incurs no payroll costs.

### 7 Support & governance 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.

Support and governance costs include £800 (2016: £800) relating to fees payable to the Independent Examiner.

### 8 Debtors

	2017	2016
	£	£
Other debtors	2,526	1,397

### 9 Creditors

	2017	2016
	£	£
Accruals	800	800