

**Company Registration No. 3473879**

**Charity Commission Reference No. 1066751**

**THE TITUS TRUST**

**Annual Report and Financial Statements**

**For the year ended 30 September 2016**

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# **THE TITUS TRUST**

## **REPORT AND FINANCIAL STATEMENTS 2016**

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# **THE TITUS TRUST**

## **REPORT AND FINANCIAL STATEMENTS 2016**

### **REFERENCE AND ADMINISTRATIVE DETAILS, TRUSTEES AND ADVISERS**

#### **TRUSTEES**

Mr David Aston  
Mrs Susan Beardsley  
Mrs Faye Briffa (until June 2016)  
Revd Iain Broomfield (Chairman)  
Revd Richard Dryer  
Mrs Sarah Farrar-Bell  
Mr Paul Houghton  
Mr Adrian May  
Mrs Claire O'Donoghue  
Revd Philip Parker  
Miss Sarah Too (Treasurer)  
Dr Garry Williams  
Mr Paul Williams (until September 2016)

#### **SECRETARY**

Mr James Stileman – Operations Director (until June 2016)

#### **SENIOR STAFF – CAMP GROUP LEADERS**

Revd Anthony Bewes – Lymington Rushmore  
Revd Paul Bolton – Iwerne & Forres  
Revd Rupert Evans – LDN  
Revd Dr Peter Gaskell – Gloddaeth

#### **REGISTERED OFFICE**

12 Lime Tree Mews  
2 Lime Walk  
Oxford  
OX3 7DZ

#### **BANKERS**

National Westminster Bank plc  
89 Mount Pleasant Road  
Tunbridge Wells  
TN1 1PX

#### **AUDITORS**

Critchleys LLP  
Greyfriars Court  
Paradise Square  
Oxford OX1 1BE

#### **INVESTMENT MANAGERS**

Dalton Strategic Partnership LLP  
Third Floor, Princes Court  
7 Princes Street  
London EC2R 8AQ

# **THE TITUS TRUST**

## **TRUSTEES' REPORT**

The Trustees present their annual report and the audited financial statements for the year ended 30 September 2016.

### **STRATEGIC REPORT**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Trust was incorporated on 1 December 1997 as a company limited by guarantee and is registered as a charity with the Charity Commission and is governed by its memorandum and articles of association. Under UK company law, all the Trustees are directors of the company. The liability of the company's members in the event of the Trust being wound up is limited to a sum not exceeding £10. In preparing this report and financial statements, the Trustees have taken advantage of the special provisions for small companies under Part 15 of the Companies Act 2006.

##### **Trustees**

Individuals are asked to be Trustees on the basis of their Christian maturity, their understanding and support of the Trust's work, and the skills and abilities they would be able to bring to the Trustee body. Prior to joining the Trustee body, an individual is provided with details of his or her legal responsibilities as a Trustee, as well as informal training on the work of the Trust. This induction and training process is overseen by the Trust Chairman. Trustees are required to sign the Trust's doctrinal basis annually to indicate their ongoing support of the core truths of Christianity.

Although not a requirement of the Trust's governing documents, all the Trustees are currently non-executive. The Trustees meet at least four times each year to review all aspects of the Trust's activities, including its finances, and make planning decisions for its ongoing work. The Executive Committee reports to the Trustees on recent and proposed activities of their areas of responsibility at each Trustees' meeting.

The Trust has purchased third party indemnity insurance for the directors during the year as disclosed in note 6 to the accounts.

##### **Key Management Personnel**

Executive responsibility is delegated by the Trustees to the Executive Committee comprising the Operations Director and four Camp Group Leaders, each of whom is responsible for one of the four camp groups: Gloddaeth, Iwerne (including Forres), Lymington Rushmore and LDN Holidays. These individuals comprise the Key Management Personnel (KMP) of the Trust. The Trustees set the pay of all KMP and other staff based on suitable benchmarks and these are reviewed annually. See note 8 for details.

##### **Management of risk**

The Trustees oversee a risk management system which they use to identify the major risks to which the Trust is exposed, to assess the probability and impact of each major risk and to implement actions which mitigate these risks. The Trustees are satisfied that this system appropriately manages the Trust's risk exposure.

The Trust's primary activities are the funding and running of Christian adventure activity holidays for young people. On this basis, the Trustees consider that the most significant risks to which the Trust is exposed relate to its financial stability, its good reputation and the safety of the children participating in its holidays.

The Trustees' system of financial risk management focuses on both clear communication with its supporters and maintaining the Trust's level of free reserves at a level which gives security to its employees and to the families who have booked holidays. The minimum threshold for free reserves is therefore set at the level discussed below.

The Trustees take a range of steps to minimise the risks to the Trust's reputation and to ensure the safety of children participating in its holidays. In particular, the Trust complies with the requirements of the Adventure Activities Licensing Authority; obtains requisite licences; employs properly trained and vetted staff and volunteers to organise and supervise the holiday activities; ensures that premises and equipment are suitable and safe; and maintains public liability insurance.

#### **OBJECTIVES AND ACTIVITIES**

The Titus Trust is established to seek to make the Christian faith a living and practical issue to young people having a present or past association with independent schools in England and Wales. Although narrowly focused, this objective has, for over 86 years, demonstrated a broad and long term effect through the work of many thousands of individuals who were introduced to Christianity through the Trust's work and have gone on to have an impact on the UK and the wider world.

The focus of the Trust's work is to provide fun activity holidays for young people at which the core truths of the Christian faith are explored. In addition, the Trust supports Christian teachers in schools as they run Christian

# THE TITUS TRUST

## TRUSTEES' REPORT (continued)

meetings and encourage children to come on the Trust's holidays. The Trust seeks to be transparent in its work, and is delighted to have the support of many parents, Anglican and other church leaders, and a number of senior figures in UK education.

Many volunteer leaders give financially as well as giving up their holiday time. It is the generosity of these individuals and other supporters which enables the Trust to employ staff to run holidays and visit schools when invited to do so. The Trustees greatly appreciate the contributions made by each one.

### Public Benefit

Although the Trust charges fees for its holidays, it is pleased to provide subsidised holidays for many young people. During the past year, the Trust provided a benefit of this kind in respect of 170 of the places on its summer events, amounting to a subsidy totalling £48,558 and further discounts and bursaries were given at the other events throughout the year. A number of young people, who receive very substantial bursaries or free places at their schools, benefit from the subsidised holidays that the Trust provides. Furthermore, because our holidays are staffed predominantly by volunteer leaders, even the full price of our holidays is a much lower cost to parents or guardians than a typical commercial provider.

However, the Trustees view the public benefit of the Trust's charitable purposes as being far broader than the provision of affordable holidays to those connected with the Trust's primary catchment schools. In particular, the Trustees believe that the provision of activity holidays for children and young people where they can both learn about the beliefs and implications of religion (in our case, the Christian faith) in a sensible, reasonable, thoughtful and considered way, and enjoy an exciting, challenging and well-supervised holiday is a clear example of advancing religion for public benefit. Specific, intangible benefits, which extend to the wider UK community and overseas, include the following:

- educating, developing and encouraging young people to grow to be mature adults equipped with a religious belief, motivating and enabling them to exercise responsibility and leadership in all walks of life, including within the Christian church;
- a commitment both to the Christian community and to society as a whole, with a clearly defined moral and ethical code, and a desire to serve our fellow human beings within society;
- the inculcation of Christian moral and ethical values, such as honesty, integrity, responsibility, respect for human life, service of other people, compassion for the needy and under-privileged, care for the environment and the responsibility to share one's time and resources generously;
- the focus on leadership training with a view to providing positive role models who will be a constructive influence on and mentors for young people; and in particular the development of young leaders for the community by means of training given and practical experience provided during residential activities and the Trust's overseas Gap Year projects for school leavers;
- the support provided to teachers in their busy and often stressful situations, and the encouragement given to all teenagers and students involved in the Trust's activities to consider the great value to the community of the teaching profession; and
- the encouragement given to those involved in the Trust's activities to consider the ordained ministry or other full time Christian work as their vocation, with its commitment to the service of others, care for those in need and to community participation and development.

The Trustees confirm that they have complied with the duty in Section 17(5) of the 2011 Charities Act to have due regard to public benefit guidance published by the Charity Commission.

### ACHIEVEMENTS AND PERFORMANCE

During the year ended 30 September 2016, the Trust has continued to pursue its objectives. Primarily, aims were met by the organisation and operation of 22 summer holidays for boys and girls from independent schools in England and Wales. On those holidays, the young people enjoyed a number of adventure activities, plenty of good fun and received clear and biblically faithful teaching about the Christian faith. In addition, the Trust ran a number of Easter and Christmas conferences during which many young people heard about Jesus Christ.

As noted above, the Trust's work is divided into four main camp groups: Gloddaeth, Iwerne (including Forres), Lymington Rushmore and LDN Holidays. During the year, The Trust employed staff in all four camp groups to ensure that its aims were achieved. Throughout the academic year, these staff spent much of their time visiting

# THE TITUS TRUST

## TRUSTEES' REPORT (continued)

independent schools by invitation. When invited into schools, our staff took school assemblies, gave talks and presentations and helped lead Christian meetings.

With over 86 years of history, the Trustees and senior staff see the Trust's operations as a mature Christian work. However, it is never "business as usual" – new opportunities continue to open up, challenges arise and staff change. Currently, on the basis of the number of children attending holidays, the work is growing. In 2016, many of the 22 summer holidays were either entirely or almost full, and a number had waiting lists.

### Key Performance Indicators

The Trustees meet regularly to hear reports from each of the four camp groups and prayerfully to plan the direction of future activities. This reporting and planning is not based on defined financial measures or other quantitative performance. However, certain numerical indicators are tracked by the Trustees, at least annually. These are set out below.

			2016 No.	2015 No.
<b>Holiday and conference attendance</b> (members and assistant leaders)				
– Easter holidays			356	335
– Summer holidays			1,685	1,711
– Other holidays and conferences			951	949
			<u>2,992</u>	<u>2,995</u>
	2016	2015	2016	2015
<b>Donations analysis</b>	%	%	£'000	£'000
– One-off gifts	49	56	591	752
– Standing orders	51	44	625	580
	<u>100</u>	<u>100</u>	<u>1,216</u>	<u>1,332</u>

## FINANCIAL REVIEW

The Trust's Statement of Financial Activities is set out on page 9 and shows a net increase in funds of £289,674 in the year ended 30 September 2016 (2015: increase of £219,612). Total funds at the end of the year were £1,206,595 (2015: £916,921), of which £8,058 (2015: £40,328) was held in a restricted fund. A designated (unrestricted) fund has been created to set aside legacy income to fund future growth activities. At the end of the year, the designated fund held funds of £119,460. Regular donations and one-off giving (including legacies) have been sufficient to meet the needs of the growth in activity. As explained in further detail below, the Trust has sought to maintain a stable reserves position over the past few years, ensuring financial security for staff and the ongoing work of the Trust. We are pleased to report that operating surplus achieved during the year now means that our reserves exceed the minimum required by our reserves policy.

### Investments

Under the memorandum and articles of association, the Trustees have the power to invest funds that are not immediately required for the working purposes of the Trust as they think fit. In addition, they have the power to delegate the exercise of their powers of investment, upon such terms and at such reasonable remuneration as the Trustees may think fit, to professional investment managers.

The Trustees' Investment Management Sub-Committee has continued to meet during the year, approximately six monthly or as deemed necessary given market conditions and the Trust's liquidity. Meetings have taken place both with and without the attendance of our external investment managers, to ensure the sub-committee maintains an appropriate balance of expert advice and impartial review.

# THE TITUS TRUST

## TRUSTEES' REPORT (continued)

The Trust's investments are invested for the medium term and are held in a mixture of cash and UK and overseas equity and bond markets, representing a level of risk deemed appropriate by the trustees and reviewed at least annually. At the date of this report, the bulk of these investments is held across nine funds managed by Dalton Strategic Partnership, with an amount of at least £50,000 retained as cash. The allocation between these asset classes and the flexibility given to our investment manager is agreed by the Trustees as recommended by the Investment Management Sub-Committee, taking into account the financial health of the Trust and the desire to achieve a good rate of return on funds held as reserves. Day-to-day management is carried out by the Trust's investment managers. The Trust benefits from the income generated by the portfolio as well as from the security of knowing that short-term fluctuations in giving can be sustained without the need for spending to be reined back immediately.

The Trust holds additional monies in bank accounts earning competitive rates of interest in order to be able to meet more immediate needs and to ensure that the Trust can cope with the month-to-month fluctuations in our income and expenditure.

The trustees review the performance regularly and, whilst recognising fluctuation in values, are satisfied in the medium term performance of the portfolio, and it supports the trusts activities.

### Reserves

The reserves policy is defined as unrestricted funds not committed or invested in tangible fixed assets (the "free reserves") held by the Trust to be at least the greater of eight months' staff costs and four months' charitable expenditure calculated on an annualised basis. At 30 September 2016, this equated to a desired level of £669,067 (2015: £663,978). At this level, the Trustees believe they are giving appropriate regard to the Trust's employees and allowing sufficient time to make necessary contingency plans in the event of a significant drop in funding. The Trustees view this policy as prudent and are keeping it under regular review.

The Trustees do not believe it is appropriate to set an upper limit for their free reserves since the Trust may, from time to time, wish to allow the level of reserves to increase prior to establishing new ventures. Nevertheless, the Trustees are committed to using all the resources at their disposal for the purpose of advancing the aims of the Trust.

At 30 September 2016 the Trust's free reserves amounted to £1,155,537 (2015: £822,215). This is £486,470 above (2015: £158,237 above) the minimum set by the policy outlined above.

### FUTURE PLANS

The Trustees intend that the Trust should continue with similar activities in the coming year. A comparable range of holidays to those in 2016 will be offered in 2017, and the work of supporting school teachers is ongoing. In its third year LDN Holidays will expand, providing two senior and two junior holidays in the summer with the aim to grow gradually in successive years to the size of the three other camp groups currently.

### TRUSTEES AND SECRETARY

The following have acted as Trustees throughout the year and to the date of this report, except as noted:

Mr David Aston  
Mrs Susan Beardsley  
Mrs Faye Briffa (until June 2016)  
Revd Iain Broomfield  
Revd Richard Dryer  
Mrs Sarah Farrar-Bell  
Mr Paul Houghton

Mr Adrian May  
Mrs Claire O'Donoghue  
Revd Philip Parker  
Miss Sarah Too  
Dr Garry Williams  
Mr Paul Williams (until September 2016)

Mr James Stileman served as Trust Secretary (until September 2016).

# THE TITUS TRUST

## TRUSTEES' REPORT (continued)

### AUDITORS

Critchleys LLP, having expressed their willingness to continue in office, will be deemed reappointed for the next financial year in accordance with section 487(2) of the Companies Act 2006 unless the Trust receives notice under section 488(1) of the Companies Act 2006.

The Trustees' report including the strategic report was approved by the Trustees and signed on their behalf



SS Too

Trustee

3 December 2016

# THE TITUS TRUST

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees as company directors are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards) and applicable law.

Under company 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 charity and of the surplus or deficit of the charity for that period. In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting 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 business.

The trustees are responsible for ensuring that adequate accounting records are maintained that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity 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 charity and ensuring their proper application in accordance with charity law, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as the Trustees are aware, there is no relevant audit information (information needed by the company's auditors in connection with preparing their report) of which the company's auditors are unaware and each Trustee has taken all the steps that he ought to have taken as a Trustee in order to make himself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

## **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE TITUS TRUST**

We have audited the financial statements of The Titus Trust for the year ended 30 September 2016 on pages 9 to 20, which comprise a statement of financial activities, a balance sheet and related notes 1 to 18. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the company's members and Trustees, 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 company's members and Trustees 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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

### **Respective responsibilities of Trustees and auditors**

As explained more fully in the Statement of Trustees' Responsibilities set out on page 7, the Trustees (who are also the directors of the 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. Our responsibility is to audit the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

### **Scope of the audit of the financial statements**

A description of the scope of an audit of financial statements is provided on the APB's website at <http://www.frc.org.uk/apb/scope/private.cfm>

### **Opinion on financial statements**

In our opinion the financial statements:

- give a true and fair view of the state of the Trust's affairs as at 30 September 2016 and of its incoming resources and application of resources including its income and expenditure in 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.

### **Opinion on other matter prescribed by the Companies Act 2006**

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

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

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

- adequate accounting records have not been kept by the Trust, or returns adequate for our audit have not been received from branches not visited by us; or
- the Trust 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
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime.



Caroline Webster  
Senior Statutory Auditor  
for and on behalf of Critchleys LLP,  
Statutory Auditor, Chartered Accountants  
Oxford

31 March 2017

# THE TITUS TRUST

## STATEMENT OF FINANCIAL ACTIVITIES

**Year ended 30 September 2016**

*2015 figures restated under FRS102 SORP*

	Note	Unrestricted funds £	2016 Restricted funds £	Total funds £	2015 Total funds £
<b>Income and endowments from:</b>					
Donations and legacies	2	1,216,187	-	1,216,187	1,332,398
Charitable activities	3				
- Operation of holiday camps		890,872	-	890,872	817,666
Investments	4	2,268	-	2,268	1,299
<b>Total income</b>		<b>2,109,327</b>	<b>-</b>	<b>2,109,327</b>	<b>2,151,363</b>
<b>Expenditure on:</b>					
Raising funds:					
- Costs of generating voluntary income	6	(52,304)	-	(52,304)	(65,702)
- Investment management fees		(12,396)	-	(12,396)	(2,278)
		(64,700)	-	(64,700)	(67,980)
Charitable activities:					
- Cost of operation of holiday camps	5	(1,835,781)	(32,270)	(1,868,051)	(1,880,335)
<b>Total expenditure</b>		<b>(1,900,481)</b>	<b>(32,270)</b>	<b>(1,932,751)</b>	<b>(1,948,315)</b>
Net gains on investments	10	113,098	-	113,098	16,564
<b>Net income/(expenditure)</b>		<b>321,944</b>	<b>(32,270)</b>	<b>289,674</b>	<b>219,612</b>
<b>Net movement in funds</b>		<b>321,944</b>	<b>(32,270)</b>	<b>289,674</b>	<b>219,612</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		876,593	40,328	916,921	697,309
<b>Total funds carried forward</b>		<b>1,198,537</b>	<b>8,058</b>	<b>1,206,595</b>	<b>916,921</b>

The notes on pages 12 to 20 form part of these financial statements.

### Total recognised gains and losses

There were no recognised gains and losses for these years, except as shown above.

### Continuing operations

All amounts shown above relate to continuing activities.

# THE TITUS TRUST

Company Registration No. 3473879

## BALANCE SHEET 30 September 2016

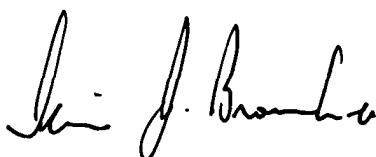
	Note	2016 £	£	2015 £	£
<b>FIXED ASSETS</b>					
Tangible assets	9	43,000		54,378	
Investments	10	988,548		644,627	
		<u>1,031,548</u>		<u>699,005</u>	
<b>CURRENT ASSETS</b>					
Debtors	11	78,039		69,470	
Cash at bank and in hand		215,975		237,410	
		<u>294,014</u>		<u>306,880</u>	
<b>CREDITORS: amounts falling due within one year</b>	12	<u>(118,967)</u>		<u>(88,964)</u>	
<b>NET CURRENT ASSETS</b>			175,047		217,916
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>1,206,595</u>		<u>916,921</u>
<b>THE FUNDS OF THE CHARITY:</b>					
Unrestricted fund	15	1,198,537		876,593	
Restricted fund	15	8,058		40,328	
Total charity funds		<u>1,206,595</u>		<u>916,921</u>	

The notes on pages 12 to 20 form part of these financial statements.

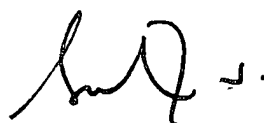
In preparing these financial statements, the Trustees have taken advantage of the special provisions for small companies under Part 15 of the Companies Act 2006.

These financial statements were approved by the Trustees on 3 December 2016.

Signed on behalf of the Trustees



IJ Broomfield  
Chairman



SS Too  
Treasurer

**STATEMENT OF CASH FLOWS**  
**30 September 2016**

	Note	Unrestricted funds £	Restricted funds £	2016 Total funds £	2015 Total funds £
<b>Cash flows from Operating activities</b>					
<i>Net cash provided by/(used in) operating activities</i>	18	248,839	(32,270)	216,569	182,479
<b>Cash flows from investing activities</b>					
Dividends and interest from investments		2,268	-	2,268	1,299
Proceeds from the sale of fixed assets		-	-	-	-
Purchase of fixed assets		(9,449)	-	(9,449)	(13,053)
Proceeds from the sale of investments		90,883	-	90,883	659,511
Purchase of investments		(321,706)	-	(321,706)	(706,166)
<i>Net cash provided by/(used in) investing activities</i>		(238,004)		(238,004)	(58,409)
<b>Change in cash and cash equivalents in the year</b>		10,835	(32,270)	(21,435)	124,070
Cash and cash equivalents at 1 October 2015		197,082	40,328	237,410	113,340
<b>Cash and cash equivalents at 30 September 2016</b>	19	<b>207,917</b>	<b>8,058</b>	<b>215,975</b>	<b>237,410</b>

# THE TITUS TRUST

## NOTES TO THE ACCOUNTS Year ended 30 September 2016

### 1. ACCOUNTING POLICIES

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value except for certain investment assets, which are shown at market value as set out below, and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) ('FRS102'), Statement of Recommended Practice: Accounting and Reporting by Charities (Revised 2015) applicable to charities preparing their accounts in accordance with FRS102 ('Charities SORP (FRS102)'), the Charities Act 2011, and the Companies Act 2006. Where necessary the headings laid down in the Companies Act have been adopted to meet the special circumstances of the Trust.

#### **Reconciliation with previous Generally Accepted Accounting Practice**

In preparing these financial statements, the Trustees have considered whether in applying the accounting policies required by the Charities SORP (FRS102) the restatement of comparative items was required. Other than as set out in note 20 no restatements were required.

#### **Company status**

The Trust is a registered charity and a company limited by guarantee registered in England and Wales. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £10 per member of the charitable company.

#### **Going Concern**

The financial statements have been prepared on the going concern basis. The Trustees have assessed the going concern position and have no reason to believe that there is a material uncertainty that would affect the ability of the organisation to continue as a going concern for the foreseeable future. The trustees consider the foreseeable future to be at least 12 months from the date that the financial statements are signed.

#### **Donations**

Donations received are credited to incoming resources on receipt by the Trust. Gifts received under the Gift Aid scheme are credited to incoming resources, together with the appropriate tax recoverable.

#### **Investment income and interest receivable**

Income from investments and deposit interest is included in the statement of financial activities when it becomes receivable. Investment income is included gross of recoverable taxation.

#### **Income from charitable activities**

Holiday and conference income is recognised in the period in which the relevant holiday or conference takes place. Income received in advance is recorded within creditors.

#### **Expenditure**

Expenditure is included in the statement of financial activities on the accruals basis and includes irrecoverable VAT. Costs of generating funds are those incurred in attracting voluntary income and include allocated support costs. Costs of operation of holiday camps comprise costs associated with the running of the holiday camps and include both direct costs and allocated support costs. Governance costs include those incurred in the governance of the Trust's assets and are primarily associated with constitutional and statutory requirements. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources (e.g. staff costs by time spent) or by management estimates of the amount attributable to a particular activity.

#### **Tangible fixed assets and depreciation**

Tangible fixed assets costing more than a de minimis amount of £250 are capitalised upon initial acquisition and are held in the balance sheet at cost less depreciation.

Depreciation is provided at the following rates in order to write off the costs of tangible fixed assets over their expected useful lives:

Camps' activity equipment	10% - 50% on cost or reducing balance
Office equipment	20% - 33.3% on cost or reducing balance

# THE TITUS TRUST

## NOTES TO THE ACCOUNTS

Year ended 30 September 2016

### Financial instruments

The Trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value (including transaction costs except in the initial measurement of financial assets and liabilities that are measured at fair value through profit or loss) and subsequently measured at amortised cost using the effective interest method. Investments, though classified as basic financial instruments, are measured at fair value through profit or loss.

### Investments

As noted above, assets held for investment purposes are classified as basic financial instruments. They are valued at market value at the balance sheet date, with net gains and losses arising on revaluations and disposals during the year included in the statement of financial activities.

### Debtors

Debtors are recognised at the settlement amount. Prepayments are valued at the amount prepaid net of any discounts due.

### Cash at bank

Cash at bank includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### Liabilities

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charitable company anticipates it will pay to settle the debt.

### Pensions

The Trust operates a defined contribution pension scheme. Contributions payable for the year are charged in the statement of financial activities. The Trust also makes payments on behalf of certain employees to other occupational and personal pension schemes.

## 2. DONATIONS AND LEGACIES

	2016 £	2015 £
Donations	1,176,727	1,252,398
Legacies	39,460	80,000
(All unrestricted)	<u>1,216,187</u>	<u>1,332,398</u>

## 3. OPERATION OF HOLIDAY CAMPS

	2016 £	2015 £
Campers' fees	781,813	718,547
Assistant Leaders' fees	60,347	51,774
Other income	48,712	47,345
	<u>890,872</u>	<u>817,666</u>

# THE TITUS TRUST

## NOTES TO THE ACCOUNTS Year ended 30 September 2016

### 4. INVESTMENT INCOME

	2016 £	2015 £
Dividends	2,027	928
Bank deposit interest	241	371
	<u>2,268</u>	<u>1,299</u>

### 5. COSTS OF OPERATION OF HOLIDAY CAMPS

	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total funds £
Camp groups' staff salaries and pension costs	633,596	28,386	661,982	659,047
Camp groups' life assurance and permanent health	14,876	1,188	16,064	13,832
Staff expenses	74,101	1,346	75,447	79,307
Subsistence grants paid to Associates (see note 8)	50,552	-	50,552	73,160
Rent and utilities for all holidays	504,308	-	504,308	462,196
Food	144,522	-	144,522	146,519
Activities, including activities legal costs	140,845	-	140,845	144,954
Insurance – holiday equipment and liability	21,115	-	21,115	21,158
Other direct costs of holidays	61,558	-	61,558	52,638
Publicity, printing, consumables and postage	39,985	-	39,985	39,826
Camp group office and administrative costs	78,071	1,350	79,421	91,458
Depreciation (see note 9)	15,832	-	15,832	13,774
Governance costs (see note 6)	8,036	-	8,036	10,236
	<u>1,787,397</u>	<u>32,270</u>	<u>1,819,667</u>	<u>1,808,105</u>
Support costs (see note 6)	48,384	-	48,384	72,230
	<u>1,835,781</u>	<u>32,270</u>	<u>1,868,051</u>	<u>1,880,335</u>

### 6. SUPPORT COSTS

	Costs of generating voluntary income £	Governance costs £	Costs of operation of holiday camps £	2016 Total £	2015 Total £
Office staff salary and pension costs *	18,484	5,281	29,046	52,811	67,731
Office staff life assurance *	512	146	804	1,462	883
Publicity and promotion	17,586	-	-	17,586	14,703
Office costs *	4,861	1,389	7,639	13,889	16,586
Insurance (indemnity & legal expenses)	-	407	-	407	-
External audit	-	4,600	-	4,600	4,440
Non-audit fees – payroll	-	-	2,248	2,248	2,814
Other professional fees and administrative costs *	3,754	1,072	5,900	10,726	33,483
Depreciation (see note 9) *	1,749	499	2,747	4,995	7,528
	<u>46,946</u>	<u>13,394</u>	<u>48,384</u>	<u>108,724</u>	<u>148,168</u>
Governance costs	5,358	(13,394)	8,036	-	-
	<u>52,304</u>	<u>-</u>	<u>56,420</u>	<u>108,724</u>	<u>148,168</u>

\* These items are allocated between Cost of generating voluntary income, governance costs and costs of operation of holiday camps in the proportion 35%, 10% and 55%.

# THE TITUS TRUST

## NOTES TO THE ACCOUNTS Year ended 30 September 2016

### 7. NET INCOME/EXPENDITURE is stated after charging:

	2016 £	2015 £
Depreciation	20,827	21,302
Operating lease rentals:		
Land & buildings	43,437	42,529
Auditors' remuneration:		
Audit	4,600	4,440
Other - payroll	2,248	2,814
	<u>          </u>	<u>          </u>

### 8. STAFF COSTS AND NUMBERS

	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
Wages and salaries	540,746	23,794	564,540	571,523
Social security costs	50,872	2,014	52,886	56,149
Pension costs	93,601	3,766	97,367	99,106
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Total staff costs	685,219	29,574	714,793	726,778
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
Subsistence grants paid to Associates	50,552	-	50,552	73,160
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

The average number of full time Associates serving with the Trust in the year was 6 (2015: 11). Associates are not employed staff, however, the cost of their subsistence grants is shown above.

No employee received emoluments in excess of £60,000 in either the current or prior year.

In the year ended 30 September 2016, this group received remuneration of £222,727 (2015: £213,064).

The average number of full time equivalent employees, analysed by function, was:

	2016 No.	2015 No.
Holiday camps	17.4	17.4
Management and administration	1.3	1.6
	<u>          </u>	<u>          </u>
	18.7	19.0
	<u>          </u>	<u>          </u>

The Trust operates a defined contribution pension scheme and the charge for the year is shown above as part of pension costs. The Trust also makes payments on behalf of certain employees to other occupational and personal pension schemes.

None of the Trustees received any remuneration during the year (2015: nil). However, see note 14 in respect of other related party transactions.

# THE TITUS TRUST

## NOTES TO THE ACCOUNTS Year ended 30 September 2016

### 9. TANGIBLE FIXED ASSETS

	Office equipment £	Camps' equipment £	Total £
<b>Cost</b>			
At 30 September 2015	30,205	171,352	201,557
Additions	-	9,449	9,449
Disposals	-	(1,213)	(1,213)
	<u>30,205</u>	<u>179,588</u>	<u>209,793</u>
At 30 September 2016	30,205	179,588	209,793
<b>Accumulated depreciation</b>			
At 30 September 2015	25,210	121,969	147,179
Charge for the year	4,995	15,832	20,827
Disposals	-	(1,213)	(1,213)
	<u>30,205</u>	<u>136,588</u>	<u>166,793</u>
At 30 September 2016	30,205	136,588	166,793
<b>Net book value</b>			
At 30 September 2016	-	43,000	43,000
	<u>-</u>	<u>43,000</u>	<u>43,000</u>
At 30 September 2015	4,995	49,383	54,378
	<u>4,995</u>	<u>49,383</u>	<u>54,378</u>

Camps' equipment is used directly in the operation of holiday camps and office equipment is used for support.

### 10. INVESTMENTS

	2016 £	2015 £
<b>Market value</b>		
At start of the year	644,627	581,408
Additions at cost	321,706	706,166
Disposal proceeds	(90,883)	(659,511)
Realised gains on disposal	61,058	57,585
Unrealised gains/(losses) in market values	52,040	(41,021)
	<u>988,548</u>	<u>644,627</u>
At end of the year	988,548	644,627
<b>Analysed as:</b>		
Equities	867,873	606,050
Commodities	55,464	-
Alternative Investments	65,211	38,577
	<u>988,548</u>	<u>644,627</u>
	<u>988,548</u>	<u>644,627</u>
<b>Historical cost at end of the year</b>	<u>923,125</u>	<u>672,265</u>

# THE TITUS TRUST

## NOTES TO THE ACCOUNTS Year ended 30 September 2016

### 11. DEBTORS

	2016 £	2015 £
Staff loans	5,805	9,172
Income tax recoverable	44,938	38,562
Other debtors	12,798	8,297
Prepayments	14,498	13,439
	<u>78,039</u>	<u>69,470</u>

### 12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Social security and other taxes	14,576	15,176
Other creditors	35,604	42,371
Accruals and deferred income	68,787	31,417
	<u>118,967</u>	<u>88,964</u>

### 13. FINANCIAL COMMITMENTS

At the year end the Trust had annual commitments under non-cancellable operating leases as shown below.  
All relate to office rental:

	2016 £	2015 £
Expiry date: - Within one year	15,705	14,428
- Between two and five years	12,490	28,800
	<u>28,195</u>	<u>43,228</u>

### 14. RELATED PARTY TRANSACTIONS

During the year ended 30 September 2016, Trustees donated £34,675 to the Trust (2015: £28,968).

Three Trustees received reimbursement of expenses during the year totalling £468 (2015: Four trustee received a total of £932). Eight Trustees waived expenses totalling £1,298 (2015: Six Trustees waived a total of £979).

Joshua Broomfield, son of Iain Broomfield (Trust Chairman) was an employee of the Trust and received a gross salary of £19,000, a pension contribution of £1,583 and reimbursed expenses of £382 (2015: gross salary of £1,542, pension contribution of £154 and nil reimbursed expenses).

# THE TITUS TRUST

## NOTES TO THE ACCOUNTS Year ended 30 September 2016

### 15. MOVEMENT IN FUNDS

	Brought forward £	Income £	Expenditure £	Gains/ losses £	Transfers £	Carried forward £
<b>Restricted fund</b>						
LDN	40,328	-	(32,270)	-	-	8,058
<b>Unrestricted funds</b>						
General	876,593	2,069,867	(1,900,481)	113,098	(80,000)	1,079,077
Designated – Growth Fund	-	39,460	-	-	80,000	119,460
<b>Total Unrestricted Funds</b>	<b>876,593</b>	<b>2,109,327</b>	<b>(1,900,481)</b>	<b>113,098</b>	<b>-</b>	<b>1,198,537</b>
<b>Total Funds</b>	<b>916,921</b>	<b>2,109,327</b>	<b>(1,932,751)</b>	<b>113,098</b>	<b>-</b>	<b>1,206,595</b>

A designated fund (Growth Fund) has been set up to set aside legacies for the purpose of funding growth initiatives. A legacy of £80,000 was received in the year ended 30 September 2015. This sum has been transferred from the general fund to the designated fund. The fund is unrestricted.

The LDN fund was set up to receive donations set aside for covering the costs of the launch of LDN Holidays, which includes the employment of new staff. £40,328 was brought forward at the start of the year and £32,270 was spent on costs incurred by LDN. The restricted fund is held in cash at bank. All other assets and liabilities relate to the unrestricted fund.

### 16. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted Funds £	Restricted Funds £	2016 Total Funds £	2015 Total Funds £
Tangible fixed assets	43,000	-	43,000	54,378
Fixed asset investments	988,548	-	988,548	644,627
Current assets	285,956	8,058	294,014	306,880
Creditors due within 1 year	(118,967)	-	(118,967)	(88,964)
<b>Net assets</b>	<b>1,198,537</b>	<b>8,058</b>	<b>1,206,595</b>	<b>916,921</b>

# THE TITUS TRUST

## NOTES TO THE ACCOUNTS Year ended 30 September 2016

### 17. STATEMENT OF FINANCIAL ACTIVITIES (DETAILED)

	2016			2015		
	Unrestricted funds	Restricted funds	Total funds	Unrestricted funds	Restricted funds	Total funds
	£	£	£	£	£	£
<b>Income and endowments from:</b>						
Donations and legacies	1,216,187	-	1,216,187	1,292,398	40,000	1,332,398
Charitable activities						
- Operation of holiday camps	890,872	-	890,872	817,666	-	817,666
Investments	2,268	-	2,268	1,299	-	1,299
<b>Total income</b>	<u>2,109,327</u>	<u>-</u>	<u>2,109,327</u>	<u>2,111,363</u>	<u>40,000</u>	<u>2,151,363</u>
<b>Expenditure on:</b>						
Raising funds						
- Cost of generating voluntary income	(52,304)	-	(52,304)	(65,702)	-	(65,702)
- Investment management fees	(12,396)	-	(12,396)	(2,278)	-	(2,278)
	<u>(64,700)</u>	<u>-</u>	<u>(64,700)</u>	<u>(67,980)</u>	<u>-</u>	<u>(67,980)</u>
Charitable activities						
- Cost of operation of holiday camps	(1,835,781)	(32,270)	(1,868,051)	(1,880,663)	328	(1,880,335)
<b>Total expenditure</b>	<u>(1,900,481)</u>	<u>(32,270)</u>	<u>(1,932,751)</u>	<u>(1,948,643)</u>	<u>328</u>	<u>(1,948,315)</u>
<b>Net gains on investments</b>	<u>113,098</u>	<u>-</u>	<u>113,098</u>	<u>16,564</u>	<u>-</u>	<u>16,564</u>
<b>Net income</b>	<u>321,944</u>	<u>(32,270)</u>	<u>289,674</u>	<u>179,284</u>	<u>40,328</u>	<u>219,612</u>
<b>Net movement in funds</b>	<u>321,944</u>	<u>(32,270)</u>	<u>289,674</u>	<u>179,284</u>	<u>40,328</u>	<u>219,612</u>
<b>Reconciliation of funds:</b>						
Total funds brought forward	876,593	40,328	916,921	697,309	-	697,309
<b>Total funds carried forward</b>	<u>1,198,537</u>	<u>8,058</u>	<u>1,206,595</u>	<u>876,593</u>	<u>40,328</u>	<u>916,921</u>

# THE TITUS TRUST

## NOTES TO THE ACCOUNTS Year ended 30 September 2016

### 18. CASH FLOWS

#### Reconciliation of net income/(expenditure) to net cash flow from operating activities

	Unrestricted	Restricted	2016 Total	2015 Total
	£	£	£	£
Net income/(expenditure) for the year (as per the Statement of Financial Activities)	321,944	(32,270)	289,674	219,612
Depreciation	20,827	-	20,827	21,302
(Gains) on investments	(113,098)	-	(113,098)	(16,564)
Investment income	(2,268)	-	(2,268)	(1,299)
Loss on disposal of fixed assets	-	-	-	1
(Increase) in Debtors	(8,569)	-	(8,569)	(9,760)
Increase/(decrease) in Creditors	30,003	-	30,003	(30,813)
<i>Net cash provided by/(used in) operating activities</i>	<u>248,839</u>	<u>(32,270)</u>	<u>216,569</u>	<u>182,479</u>

### 19. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Unrestricted	Restricted	2016 Total	2015 Total
	£	£	£	£
Cash in hand	<u>207,917</u>	<u>8,058</u>	<u>215,975</u>	<u>237,410</u>

### 20. TRANSITION TO FRS 102

The Trust has adopted FRS 102 for the first time when preparing these financial statements. The transition date to FRS 102 was 1 October 2015 and the last financial statements prepared under the previous financial reporting framework were prepared for the year ended 30 September 2015.

The following adjustments have been made in order to comply with the Charities SORP (FRS102) which have no effect on total funds but which have affected the presentation of certain items in the statement of financial activities:

- Governance costs are no longer presented as a separate category of expenditure in the Statement of Financial Activities and instead they are regarded as part of support costs which are allocated to the cost of activities undertaken by the Trust.