



**THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST**

**REGISTERED NUMBER: 1024549**

**REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 MAY 2021**

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## **THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST**

### **TRUSTEES AND ADVISORS**

#### **TRUSTEES:**

Brigadier AD Meek CBE (Chairman and life trustee)

Lieutenant Colonel RA Rosenhead MBE FCG (life trustee)

General Sir Mark AP Carleton-Smith KCB, CBE, DSO, ADC Gen (appointed 14 November 2018)

Major General RW Wooddisse CBE MC (appointed 15 February 2019, retired as a Trustee March 2021)

Major General NCL Perry DSO MBE (appointed March 2021)

Colonel RM Smith (re-appointed 23 October 2014)

Lieutenant Colonel ML Lewis appointed 4 November 2011)

Lieutenant Colonel G Sugdon (appointed 12 April 2016)

Major J Rimmer (appointed 12 April 2016)

#### **BANKERS:**

The Royal Bank of Scotland PLC

Holt's Military Banking

200 Fowler Avenue

Fowler Business Park

FARNBOROUGH

Hants GU14 7JP

#### **FUND MANAGERS:**

GAM London Limited

8 Finsbury Circus

LONDON EC2M 7GB

The Charities Property Fund

Savills Investment Management

33 Margaret Street

LONDON W1G 0JD

#### **INDEPENDENT EXAMINER:**

Paul J Chamberlain

Chamberlains

Elm House, Tanshire Park

Elstead, GODALMING

Surrey GU8 6LB

#### **TREASURER & SECRETARIAT AND OFFICE ADDRESS:**

The Independent Services Agency Limited

PO Box 314

West End

WOKING

Surrey GU24 9FA

## **THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST**

### **REPORT OF THE TRUSTEES**

**YEAR ENDED 31 MAY 2021**

#### **OBJECTS OF THE TRUST**

The objects of the Trust as stated in the Governing Instrument are:

- a. To promote the efficiency of the Armed Forces of the Crown in such ways as the Managing Trustees from time to time think fit, and
- b. To relieve generally or individually former members of the Armed Forces or their dependants who are in conditions of need, hardship or distress.

#### **THE AIM OF THE TRUST**

The Trust aims to help make soldiering fun.

#### **ACTIVITIES DURING THE YEAR.**

The Trust was formed on 19 June 1993 with the above-mentioned objects and was subsequently registered as a Charity under the Charities Act 1993. The initial funds of the Trust were provided by Service Non-Public Charities of The Berlin Infantry Brigade.

In June 2006 GAM was appointed as the Charity's investment manager. The income of the Charity is raised by the encashment of units in the portfolio of GAM Funds at quarterly intervals and from an investment in the Charities Property Fund. A total return policy is followed. The income is used to support a wide range of activities across the "Living Army".

However, the year was another extraordinary one in that the Corona Virus (Covid19) impacted even more significantly upon the operations of the Charity. Despite this financial support of the Regular Army's adventurous training and sporting activities continued to a very limited extent. The shortage of bids resulted in the Charity finding it necessary to draw down only two amounts of "income" from GAM (instead of the usual four).

In all, during the year, the total number of soldiers (of all ranks) benefitting from all grants made by the Trustees was 211 (3,009 in the previous year). A total sum of £7,930 was paid in respect of adventurous training, sport and winter sports grants and a further £1,000 was made in respect of other grants which were of a general welfare nature.

In 2017 the Trustees had applied to the LIBOR Fund for a grant of £30,000 to cover additional charitable expenditure over a period of three years. This funding was received in June 2018. The very limited funding (only £440) for this, the third year, was applied exclusively for the benefit of junior ranks on a skiing/ice climbing expedition held in Canada and was additional to the grant made by the Trustees. The balance will be carried forward and probably applied to winter sports taking place in 2021/2022.

The bedrock of the Trustees' grants policy is the recognition that "The Soldier on the Gate" is to be the prime beneficiary of any grant funding. Thus low level activity at unit and sub-unit level, particularly for novices, has been widely supported. High cost activities for limited numbers of officers and soldiers taking place, often in remote locations, have been regarded as a lower priority. However the Trustees recognise that there are Establishments and Training Units where it is extremely difficult for members of staff to get away and participate in "fun activities" and these will be supported. Applications from The Reserve Army, The Royal Military Academy Sandhurst and University OTCs have not been supported during the year.

In summary, the Trust remains flexible, it already has a very short "flash to bang" time in respect of the payment of grants to units and to individuals, and grants will continue to be aimed mainly at "the Soldier on the Gate" for the purpose of making their individual soldiering fun.

The administrative expenses of the Charity are tightly controlled. They are covered by the quarterly income received from the holding of income units in the Charities Property Fund.

## **PUBLIC BENEFIT**

The Charity promotes the efficiency of the armed forces of the Crown by awarding initiative, supporting adventurous training, sport and other activities which are not adequately, or directly, provided for from Public Funds. Many letters of thanks are received and from these it is clear that the work of the Charity benefits individuals in their building of self and group awareness, morale is strengthened, and thus it is taken that the Charity aids retention and recruitment into the Army.

## **PLANS AND EXPECTATIONS**

The income of the Trust will continue to be applied in support of projects that provide the broadest range of benefit to the largest numbers of serving personnel. The Trustees consider applications for support both in and out of committee and they pride themselves upon their ability to respond rapidly to requests. The Trustees have the power to spend capital and use the total return approach to provide the level of funding that they set from time to time.

## **FINANCIAL REVIEW**

The investments of the Charity have increased in value during the year. Forty thousand pounds of unspent grant funding was returned to the Investment Manager and two of the normal quarterly distributions were not required. The Trustees are content to retain their present investment policy, and their Managers, and to weather any financial storms that are encountered. It is felt that the investment risk faced by the Trustees is minimised by the Multi-Manager approach followed by their main Investment Manager.

Instead of relying upon a flow of dividend income and interest generated by a segregated portfolio, the Trustees seek, through their investment policy, to obtain the best possible total return. They raise the funds needed to meet their grants policy by the regular encashment of units of the GAM Fund. This income is supplemented by the quarterly distributions from the Charities Property Fund, which are used to cover the administrative costs of the Charity. The method by which the best total return is achieved is left entirely to the discretion of the Investment Managers who have briefed the Trustees on their policy, and their results, at Board meetings.

## **GOVERNANCE AND DECISION MAKING**

The direction of the Charity is normally reviewed at regular six-monthly meetings of the Trustees. Because of Covid 19 the only meeting held during the year was on 22 October 2020 and this was conducted via Zoom and a Resolution was adopted under which the Trustees were given powers to hold such meetings by electronic means.

The day to day running of the Charity is in the hands of the Secretariat.

Bids for funding are received electronically by the Secretary from various military sources. These are then passed to the Trustees for consideration out of Committee. Trustees' decisions are recorded on a spreadsheet and grants at the agreed level are then paid by the Secretariat.

An exception to this method of operation is in relation to Winter Sports Bids where the Trustees authorised a per capita rate of grant of £20 per head with a budget ceiling which was adjusted upwards as demand rose. LIBOR cash is added to the grants paid to junior ranks at a rate of £10 per head. In fact no winter sports activities were supported in 2020/2021 owing to Covid.

Internal control of expenditure is by way of periodic circulation of information regarding grants and by reference from the Secretary to the Chairman when policy direction is required.

The major risk as assessed by the Trustees is one of a total collapse of the Stock-Market but they regard the wide diversification of the Investment Funds to be their best obtainable safeguard. The Managers at GAM have authority to liquidate the portfolio and to hold cash only if they should judge that this is the best investment option. The Trustees are of the opinion that their Charity remains very much a going concern.

In light of the low level of activity in the year under review, the Trustees have determined that for this year the Trust should be subject to an Independent Examination rather than an audit.

## RESERVES POLICY

The investments of the Charity are the source of all the income for the Charity. No further endowment is expected or likely to be received. The capital of the Charity must therefore work to obtain the best possible capital growth and income which when combined produces the total return. The Trustees review the amount of their investment from time to time and, in the light of circumstance and advice, decide how much it is reasonable to expend by way of grants to the "Living Army". Other risks are deemed to be minor in comparison but an ongoing assessment of risk is maintained.

Written policy documents are in place to cover risk management, investment and conflicts of interest. No such documents are required to cover volunteer management, safeguarding vulnerable beneficiaries or complaint handling as the Charity has not, and is most unlikely to have, any involvement in such matters

The Trustees are all "volunteers" and offer their services on a financially un-rewarded basis. No other volunteers are employed.

No regular fund-raising activities were or are employed

## RECRUITMENT AND TRAINING OF TRUSTEES

Potential Trustees are identified from serving officers who have shown ability and aptitude. A rolling programme of recruitment is in place and most Trustees serve for a maximum of two terms of three years. Ex-Officio Trustees rotate every two years. There are two life Trustees (originally there were four).

Trustee training is provided by the Investment Managers and by others operating in the general field of "Charity management". The Secretariat works solely with and for military charities and is available for the giving of advice at any time.

Signed on behalf of all the Trustees;

*Signed by the Chairman*

*3 Nov 2021*

**THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST FUND**

**INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES**

**YEAR ENDED 31 MAY 2021**

**OPINION**

**Independent examiner's report to the trustees of the Berlin Infantry Brigade Memorial Trust Fund**

I report to the trustees on my examination of the accounts of the Berlin Infantry Brigade Memorial Trust Fund ('the Trust').

**Responsibilities and basis of report**

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

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

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view which is not a matter considered as part of an independent examination.

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.



**Paul J Chamberlain**  
**ICAEW**  
**Chamberlains Chartered Accountants**  
**Elm House, Tanshire Park**  
**Shackleford Road, Elstead**  
**Godalming**  
**Surrey**  
**GU8 6LB**

Date: ..... *3 Nov 2021* .....

THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST

BALANCE SHEET

AS AT 31 MAY 2021

	Note	2021			2020		
		General/ Restricted £	Designated £	Total £	General	Designated	Total £
<b>FIXED ASSETS</b>							
Investments	2	-	4,098,945	4,098,945	-	3,634,306	3,634,306
<b>CURRENT ASSETS</b>							
Balances at bank		16,160		16,160	13,489	-	13,489
Debtors		-			-	-	-
Interfund balances		-	-	-	10,000	(10,000)	-
		<u>16,160</u>	<u>-</u>	<u>16,160</u>	<u>23,489</u>	<u>(10,000)</u>	<u>13,489</u>
<b>CURRENT LIABILITIES</b>							
Creditors due within one year	3	1,200	-	1,200	4,080	-	4,080
		<u>14,960</u>	<u>-</u>	<u>14,960</u>	<u>19,409</u>	<u>(10,000)</u>	<u>9,409</u>
<b>NET ASSETS</b>		<u>14,960</u>	<u>4,098,945</u>	<u>4,113,905</u>	<u>19,409</u>	<u>3,624,306</u>	<u>3,643,715</u>
<b>Representing:</b>							
Funds brought forward		19,409	3,624,306	3,643,715	24,866	3,551,467	3,576,333
Net movement in funds		(4,429)	474,619	470,190	(5,457)	72,839	67,382
		<u>14,980</u>	<u>4,098,925</u>	<u>4,113,905</u>	<u>19,409</u>	<u>3,624,306</u>	<u>3,643,715</u>
General reserve		4,797			8,786		
Restricted reserve	9	10,183			10,623		
		<u>14,980</u>			<u>19,409</u>		

The notes on pages 8 – 11 form part of these accounts.

The financial statements were approved by the Trustees on ..... *3 Nov 2021* .....

.....

THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MAY 2021

	Note	2021			2020		
		General/ Restricted £	Designated £	Total £	General	Designated	Total
<b>Incoming resources</b>							
<i>Investment income</i>	4	46,348	-	46,348	43,664	-	43,664
<i>Allocated investment returns</i>	5	7,500	(7,500)	-	71,250	(71,250)	-
<b>Total incoming resources</b>		<u>53,848</u>	<u>(7,500)</u>	<u>46,348</u>	<u>114,914</u>	<u>(71,250)</u>	<u>43,664</u>
<b>Resources expended</b>							
<i>Cost of generating funds</i>							
Fund managers' fees	6	-	9,168	9,168	-	7,843	7,843
<i>Charitable activities</i>							
Grants	11	3,311	-	3,311	85,782	-	85,782
<b>Administration</b>							
<i>Governance</i>							
Independent examination fees		1,200	-	1,200	4,212	-	4,212
<i>Management and administration</i>							
Treasurer's fees		8,138	4,070	12,208	8,138	4,06	12,207
Miscellaneous expenses	8	20	-	20	276	-	276
<b>Total resources expended</b>		<u>12,669</u>	<u>13,238</u>	<u>25,907</u>	<u>98,408</u>	<u>11,912</u>	<u>110,320</u>
<b>Net incoming/(outgoing) resources</b>							
<b>before transfers</b>		41,179	(20,738)	20,441	16,506	(83,162)	(66,656)
Transfer between funds	12	(45,608)	45,608	-	(21,963)	21,963	-
<b>Net incoming/(outgoing) resources before investment gains</b>		<u>(4,429)</u>	<u>24,870</u>	<u>20,441</u>	<u>(5,457)</u>	<u>(61,199)</u>	<u>(66,656)</u>
<b>Gains on investment assets</b>		<u>-</u>	<u>449,749</u>	<u>449,749</u>	<u>-</u>	<u>134,038</u>	<u>134,038</u>
<b>NET MOVEMENT IN FUNDS</b>		<u>(4,429)</u>	<u>474,619</u>	<u>470,190</u>	<u>(5,457)</u>	<u>72,839</u>	<u>67,382</u>
Balances brought forward at 1 June 2020		<u>19,409</u>	<u>3,624,306</u>	<u>3,643,715</u>	<u>24,866</u>	<u>3,551,467</u>	<u>3,576,333</u>
<b>BALANCES CARRIED FORWARD AT 31 MAY 2021</b>		<u>14,980</u>	<u>4,098,925</u>	<u>4,113,905</u>	<u>19,409</u>	<u>3,624,306</u>	<u>3,643,715</u>
General reserve		4,797			8,786		
Restricted reserve	9	10,183			10,623		
		<u>14,980</u>			<u>19,409</u>		

## THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST

### NOTES TO THE ACCOUNTS

YEAR ENDED 31 MAY 2021

#### GENERAL INFORMATION

The Trust is charitable trust registered under the Charities Act 1993. The address of the Trust is given on page 1.

#### 1. ACCOUNTING POLICIES

##### **Basis of accounting**

The financial statements have been prepared in accordance with the Charities SORP (FRS102) and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102). The charity meets the definition of a public benefit entity under FRS102.

Realised gains or losses on disposal of investments are shown as the difference between the amount at which they were valued at the beginning of the year, or cost if purchased during the year, and sale proceeds.

##### **Funds structure**

The Trust funds are fully unrestricted and expendable. However, the Trustees wish to balance the needs of current and future beneficiaries and so the invested funds have been set aside into a designated fund to produce both growth for the future and current income. Under the Total Return policy adopted for the majority of the investments, current income is achieved by sale of the requisite value of units of investment. This income is transferred from the designated fund to the general fund for current usage.

##### **Investments**

Investments are stated at mid-market value at the balance sheet date.

##### **Income**

Transfers from other charities and other income are recorded in the Statement of Financial Activities when received. Sales of investment units, dividends and bank deposit interest are taken into income on the basis of the amount receivable during the period.

##### **Expenditure and grants payable**

Grants payable are included in expenditure as they are approved, unless they are specifically in reference to a later period. Other expenditure is included on an accruals basis and is inclusive of VAT where applicable.

##### **Allocation of overhead and support costs**

Costs are allocated between the funds as appropriate. Where they apply to both, a reasonable proportion is attributed to each.

THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST

NOTES TO THE ACCOUNTS

YEAR ENDED 31 MAY 2021

2. INVESTMENTS

	2021 £	2020 £
Market value at 1 June 2020	3,634,306	3,551,467
Acquisitions	940,024	585,687
Disposals	(843,172)	(768,301)
Net unrealised gains/(losses)	367,787	265,453
Market Value at 31 May 2021	<u>4,098,945</u>	<u>3,634,306</u>
Cost at 31 May 2021	<u>3,199,042</u>	<u>3,177,606</u>

The following investments, based in the UK, accounted for more than 5% of the value of the portfolio at the year end:

	2021 £		2020 £	
GAM Star Composite Global Equity	496,924	12%	359,765	11%
iShares Core S&P 500 UCITS ETF	435,460	11%	405,037	12%
UBS ETF S&P 500 ESG UCITS	404,411	10%	224,622	7%
Charities Property Fund	372,480	9%	378,750	12%
GAM Star Tactical Opportunities	241,280	6%	218,409	7%
iShares GBP Ultrashort Bond UCITS ETF	240,197	6%	197,814	6%

3. CREDITORS AND COMMITMENTS

	2021 £	2020 £
Accruals – Independent Examination	1,200	-
– Audit	-	4,080
	<u>1,200</u>	<u>4,080</u>

4. INVESTMENT AND OTHER INCOME

	2021 £	2020 £
Dividends – Charities Property Fund	14,788	15,731
Dividends – GAM funds, reinvested	31,558	27,893
Bank and fund manager interest	2	40
	<u>46,348</u>	<u>43,664</u>

## THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST

### NOTES TO THE ACCOUNTS

#### YEAR ENDED 31 MAY 2021

##### 5. ALLOCATED INVESTMENT RETURNS

Under the Total Return policy adopted for the GAM investments, no income is received, as such, other than that implicit in the change in the value of the investments which takes account of the re-investment within the fund of accrued income as well as the growth of the underlying securities. Funds for the current needs of the Trust are obtained by the sale of investment units. This is reflected as a transfer from the Designated fund to the General fund and is treated within the latter as equivalent to income. In the year ended 31 May 2021 £7,500 was paid to finance grants (2020: £71,250).

##### 6. FUND MANAGERS' FEES - GAM

GAM's Annual Management Fee is charged within the Portfolio at a rate of 0.5% per annum. The fee is charged quarterly in arrears and is subject to VAT. There are no entry or exit charges on the purchase and/or sale of funds held in the portfolio. The underlying funds in the portfolio have their own fees and charges, which vary according to the manager GAM has appointed to manage the fund. All performance is reported net of fees. The fees are shown as a figure net of rebates in the Statement of Financial Activities - £9,168 cost (2020: £7,843 cost). GAM's fees cover all aspects of the services that they provide.

##### 7. FUND MANAGERS' FEES – CHARITIES PROPERTY FUNDS

The management charge for the Charities Property Fund is approximately 0.58% per annum, which resulted in a charge of £2,160 in the year (2020: £2,187), reflected within the movement in the value of the fund.

##### 8. TRUSTEES' REMUNERATION AND EXPENSES

No Trustee received any remuneration from the Trust in the year; nor reimbursement travel expenses (2019: £276 of travel expenses).

##### 9. RESTRICTED FUNDS

The balance of the LIBOR fund brought forward was £10,623, which the Trustees are treating as restricted funds. One grant from this fund of £440 was made during the year, leaving a restricted reserve of £10,183 carried forward.

##### 10. STATUS AND APPROVAL OF ACCOUNTS

The Berlin Infantry Brigade Memorial Trust is a recognised charity registered with the Charity Commissioners under registered number 1024549. The accounts and Trustees' Report were approved on Date ...*3 Nov 2021*...

**THE BERLIN INFANTRY BRIGADE MEMORIAL TRUST**

**NOTES TO THE ACCOUNTS**

**YEAR ENDED 31 MAY 2021**

**11. GRANTS**

Grants were awarded for the following main purposes during the year:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
General sports	3,460	48,740
Winter sports	-	33,007
Adventurous training	4,470	9,835
Welfare and other	1,000	760
	<u>8,930</u>	<u>92,342</u>
Less: Grants refunded	(4,269)	(2,120)
Less: Old outstanding cheques written back	(1,350)	(4,440)
	<u>3,311</u>	<u>85,782</u>

**General sports**

1 Fusiliers	Exs Lonely Rocker and Fatigued Fusilier	800
MAB7	Ex Utah Pegasus	375
26 Fd Regt RA	Cross Channel Swim	500
2 Scots	Ex Surfing Fusilier	500
3 Para	Motorcycle Enduro	285
Scots DG	Ex Winter Eagle	1,000
		<u>3,460</u>

**Adventurous training**

BATUS	Ex Tiger Medicine Yeti 2021	3,770
22 Sig Regt	Ex Dragon Turkish Ascent	700
		<u>4,470</u>

**12. TRANSFERS BETWEEN FUNDS**

Periodic transfers are made from the General Fund to the Designated Fund as a reimbursement of costs allocated to the latter or investment income credited to the former but retained in the latter.