Trustees' annual report
for the period

CHARITY COMMISSION
FOR ENGLAND AND WALES

Period start date 0 1 0 2 2 5 Period end date 3 1 0 1 2 6

Charity name The Richmond upon Thames Voluntary Fund

Charity No (if any) 1 1 8 6 8 7 0

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The Trust is established for the purpose of allocating income received for charitable purposes directed wholly or mainly to the benefit of residents of the London Borough of Richmond upon Thames. This will typically include older people, people with learning disabilities, people with physical disabilities, children with mental health issues etc.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Grants are given to charities and organisations situated in the London Borough of Richmond upon Thames or which directly help vulnerable residents of the Borough.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The trustees are aware of the Charity Commission Guidance on Public Benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	The Richmond Voluntary Fund launched its first public appeal in February 2020 to residents of Richmond Borough. The public appeal in 2025/6 raised a total of £67,373, made up of £64,306 from donations and £3,068 from gift aid in the sixth year of its existence, all of which is being distributed between six registered charities: ADHD Embrace, Home-Start Richmond, Kingston & Hounslow, Marble Hill Playcentres, Off the Record Twickenham, The Otakar Kraus Music Trust and Skylarks for their invaluable work supporting children and young people in the London Borough of Richmond upon Thames.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	
Investment performance against objectives	Para 1.41	
Other		

Financial Review

	SORP reference	
Review of the charity's financial position at the end of the period	Para 1.21	At the end of the period the Cash Fund available was £153,108, which is pledged to be donated to the chosen charities in due course.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The reserves policy is to hold £5,000 as administration costs burdened by the banks.
Amount of reserves held	Para 1.22	£5,000
Reasons for holding zero reserves	Para 1.22	Limited reserves are held, because all funds are paid to local charities after the funds have been received in donations. Also, the London Borough of Richmond upon Thames has agreed to fund all other operational costs, and so funds are not required to be held to cover these costs.
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
The charity's principal sources of funds (including any fundraising)	Para 1.47	
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		

Structure, Governance and Management

Descripton of charity's trusts:	SORP reference	
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	The Richmond upon Thames Voluntary Fund is an unincorporated association with a Trust Deed as its governing document.
Trustee selection methods including details of any constiitutional provisions e.g. election to post or name of any person or body entiitled to appoint one or more trustees	Para 1.25	There must be at least 7 trustees. Apart from the first trustees, every trustee must be appointed for 4 years (concurrent with the term of the Council of the London Borough of Richmond on Thames) by a resolution of the trustees passed at a special meeting. All current trustees will hold office until 6 weeks from the date of the next local election in Richmond upon Thames.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

Reference and Administrative details

Charity name	The Richmond upon Thames Voluntary Fund
Other name the charity uses	The Richmond Voluntary Fund
Registered charity number	1186870
Charity's principal address	Civic Centre 44 York Street Twickenham TW1 3BZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Gillian Norton	Chair		
2	Robin Brown	Treasurer		
3	Piers Allen			
4	Nancy Baldwin			
5	Richard Bennett			
6	Penelope Frost			
7	Gareth Roberts			
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

Reference and Administrative details (cont)

Corporate trustees - names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

Additional information (optional)

Names and addresses of advisers (Optonal informaton)

Type of adviser	Name	Address

Name of chief executve or names of senior staf members (Optonal informaton)

Exemptions from disclosure

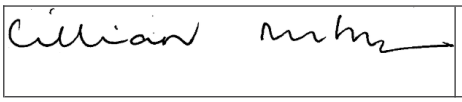
Reason for non-disclosure of key personnel details

Other optional information

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Gillian Norton	
Position (eg Secretary, Chair, etc)	Chair	
Date	02/10/2026	

CHARITY COMMISSION FOR ENGLAND AND WALES

Charity Name	No (if any)
The Richmond Upon Thames Voluntary Fund	1186870

Receipts and payments accounts

CC16a

For the period from	Period start date	To	Period end date
	01/02/2025		31/01/2026

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Donations	-	64,306	-	64,306	-
Gift Aid	-	3,068	-	3,068	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total *(Gross income for AR)*	-	67,373	-	67,373	-
A2 Asset and investment sales, (see table).					
	-	-	-	-	
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	-	67,373	-	67,373	-
A3 Payments					
Donations paid	-	122,845	-	122,845	-
Bank and other charges	-	22	-	22	-
Admin Costs	-	1,190	-	1,190	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	124,057	-	124,057	-
A4 Asset and investment purchases, (see table)					
	-	-	-	-	
	-	-	-	-	
Sub total	-	-	-	-	-
Total payments	-	124,057	-	124,057	-
Net of receipts/(payments)	-	- 56,684	-	- 56,684	-
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	209,791	-	209,791	-
Cash funds this year end	-	153,108	-	153,108	-

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
B1 Cash funds		-	153,108	-
		-	-	-
		-	-	-
	Total cash funds	-	153,108	-
	(agree balances with receipts and payments account(s))	OK	OK	OK

	Details	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		Gillian Norton	20/08/2026

CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A Independent Examiner's Report

Report to the trustees/ members of	Charity Name The Richmond Upon Thames Voluntary Fund		
On accounts for the year ended	31/01/2025	**Charity no (if any)**	1186870
Set out on pages	See attached (remember to include the page numbers of additional sheets)		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31/01/2025.

Responsibilities and basis of report

As the charity's trustees, 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 which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

Signed:	Andrew Hamilton	**Date:**	24/11/2025
Name:	Andrew Hamilton		
Relevant professional qualification(s) or body (if any):	Institute of Internal Auditors		
Address:	Cheriton Pine Close, Kenley CR85HX		

Section B	Disclosure
	Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).
Give here brief details of any items that the examiner wishes to disclose.	N/A