THE LORD MAYOR OF CANTERBURY'S CHRISTMAS GIFT FUND

ANNUAL REPORT & ACCOUNTS

FOR THE PERIOD
6TH APRIL 2025 TO 5 APRIL 2026

CHARITY NO. 1209991

LEGAL & ADMINISTRATIVE INFORMATION

NAME
The full name of the Charity is The Lord Mayor of Canterbury's Christmas Gift Fund.

CONSTITUTION
The Charity is a Charitable Incorporated Organisation (CIO) established by a Constitution dated 12 September 2024.

CHARITY REGISTRATION NUMBER
1209991

TRUSTEES
P Ashdown
T W Brett
A P Loughran
S J C Thompson

MEMBERS OF THE COMMITTEE
A P Loughran, Chairman
J Parker, Secretary
P Ashdown, Treasurer
T W Brett
A Chance
J Cryer
R Doyle
J Gargiulo
S G Robertson
J Symons
S J C Thompson

PRINCIPAL ADDRESS
Robert Brett House
Milton Manor Farm
Ashford Road
Canterbury
Kent CT4 7PP

BANKERS
Lloyds Bank Plc.
49 High Street
Canterbury
Kent CT1 2SE

INVESTMENT POWERS
Under the terms of the Constitution the Trustees have the power to invest funds in investments authorised by law for the investment of trust funds or to place them on bank deposit.

TRUSTEES' REPORT
FOR THE YEAR ENDED 5 APRIL 2026

The Trustees present their report along with the financial statements for the year ending 5 April 2026, The financial statements have been prepared in accordance with the accounting policies set out on page 5 and comply with the Charity's constitution, applicable law and the requirements of the Charities Act 2011.

Independent Examiners

Although the Charity is not required to have their accounts audited or examined by Independent Examiners, as a matter of good business practice, an independent examination of the accounting records is performed by a suitably experienced person. These accounts have been prepared following such examination and incorporate any recommendations made.

Governing Document

The Charity is governed by its Constitution dated 12 September 2024

Objects of the Charity and Principal Activities

This is to relieve and assist isolated, vulnerable or needy individuals and families in the local government district of Canterbury City Council, by providing vouchers, food or any other means the Trustees deem appropriate. Such assistance is to be gifted in the name of the Lord Mayor of Canterbury.

Policy Adopted to Meet the Objects

The Committee meets the Objects by raising money in the period immediately prior to Christmas and with the money so raised, purchases food and gift vouchers that are distributed to beneficiaries prior to the following Christmas. The charity also makes donations to organisations who provide Christmas lunches for needy individuals. These lunches are gifted to the individuals and families in the Lord Mayor's name.

Donations are invited from individuals, businesses, schools and other organisations. The Charity also organises an annual open air Christmas Eve carol concert.

Organisation

The Charity is managed by the Trustees. The Charity is run by the Committee.

Recruitment and Appointment of Trustees

The power of appointing new Trustees rests with the Trustees. The Charity is permitted a minimum of three trustees and a maximum of six.

Achievements and performance

This was the first full year of operation by the new CIO and gifts were purchased from the funds raised by the CIO in 2024/25. The expenditure by the CIO in 2025 was only £638 as most of the expenditure for that year was incurred by the previous unincorporated charity. As a consequence, the surplus of the CIO for that year of £15,211 was reduced by the previous charity's expenditure of £14,107, producing a true surplus of £1,104. Fund raising income from donations and the Carol concert were both considerably lower than last year and the year ended with a deficit of £4,748 (2024/25 - surplus of £1,104).

Plans for Future Periods

Whilst the Charity still has adequate reserves to fund almost two years gifts and other costs, the Trustees understand the importance of reviewing their fund-raising strategy at regular intervals and in particular in 2026/27 following the loss incurred in the current year. The Committee will plan accordingly. It will continue to be the Trustees' policy to review alternative sources of income and to add to sums collected through Corporate donations and to maintain the income from private donors by attracting new donors. At the same time, the Charity will continue to review the beneficiaries and their changing needs, to ensure funding levels and the type of gifts match those requirements.

Review of Financial Position

At least one year's cost of parcels and vouchers must be retained, as their purchase has to be made ahead of Christmas collections. Adequate funds must also be retained to pay the cost of the following year's fund raising activities. Current funds are adequate to cover the cost of purchasing almost two year's gifts and the fund raising activities. Funds adequate to cover day to day working costs are held in a Lloyds Bank current account, with the balance invested in a Hampshire Trust Bank (HTB) Easy Access savings account. Due to the preferential interest rate offered by HTB, the previous Virgin Money deposit account was closed in September 2025 and the funds transferred to HTB. This will be kept under constant review to ensure investment returns are maximised without incurring increased risk.

Gifting Policy

Gifts are granted to deserving individuals and families resident in the area of benefit at the Committee's discretion. GDPR precludes the charity from obtaining lists of individuals names and addresses. To overcome this, vouchers are allocated to local organisations who are aware of and in touch with deserving members. These include organisations such as churches, social services, hostels and community social and mental wellbeing centres. Individual requests to the Charity are also considered. The organisations are interviewed to verify their requests and gifts are then awarded as far as funds allow. All gifts are then given to the individuals and families in the Lord Mayor of Canterbury's name.

Public benefit

The Charity Commission has confirmed that the Charity's objects meet the definition of a public benefit organisation as required by the Charity Commission.

Reserves policy

It is the Charity's policy to maintain sufficient legal reserves in order to i) pay for one year's activity and ii) fund 75% of the following year's activity to address the risk of funds raised being inadequate to fund in full the following year's expenditure.

The rationale for holding this reserve is as follows:

(i) To ensure the financial security of the Charity,

(ii) To provide adequate resources to meet the challenges imposed by new and uncertain funding streams.

The Trustees will continue to keep under review the level of the Charity's reserves but consider the current level is necessary to fulfil justifiable calls on the Charity's resources.

Risk factors

The Charity's Trustees have considered the major strategic, business and operational risks which the Charity faces and confirm that systems are reviewed frequently so that the necessary steps can be taken to lessen these risks.

This report has been prepared in accordance with the Charity Commission's Receipts and Payments protocol recommended for Small Charities and in accordance with The Charities (Accounts & Reports) Regulations 2008.

Approval

This report was approved by the Trustees on…….. and signed on their behalf.

…… ….
A P Loughran, Trustee

……
P. Ashdown, Trustee

Charity Commission Reg. No. 1209991

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 5 APRIL 2026

	Note	2026	2025
INCOMING RESOURCES		**£**	**£**
Incoming resources from generated funds:			
• **Voluntary income: Donations**			
- Street collections		2,944	5,266
- Other donations		7,570	9,883
• **Gift Aid**		1,288	-
• **Investment Income**	**3**	342	5
• **Insurance Premium refund Charity no. 278803**		-	695
Total incoming resources		12,144	15,849
RESOURCES EXPENDED			
Charitable activities	**4**	16,892	638
Total resources expended		16,892	638
Net incoming resources/(resources expended)		(4,748)	15,211
Reconciliation of funds			
Total funds carried forward		35,416	-
Total funds transferred from Charity No. 2798803		-	20,205
Total funds carried forward		30,668	35,416
BALANCE SHEET AS AT 5 APRIL 2026			
Current Assets	**6**		
Cash at Bank		30,668	35,416
Net Assets		30,668	35,416
Funds			
Unrestricted Funds	**6**	30,668	35,416

These accounts were approved by the Trustees on ……

…… ……

A P Loughran, Trustee T W Brett, Trustee

1 Accounting Policies

1.1 Basis of preparation of the accounts

The accounts are prepared using the Charity Commission Small Charities Receipts and Payments protocol and are in accordance with the requirement of The Charities (Accounts and Reports) Regulations 2008 issued under the Charities Act 2011

1.2 Incoming resources

All incoming resources are included in the statement of financial activities when the income has been received.

1.3 Resources expended

All expenditure is accounted for when it has been expended and has been classified under headings that aggregate all costs related to the category.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include costs of disseminating information in support of charitable activities. Charitable activity costs are those incurred in connection with direct and support costs of the Charity.

1.4 Investments

Investments have been included in the balance sheet at market value. Realised and unrealised gains and losses on investments are dealt with in the Statement of Financial Activities.

1.5 Value Added Tax

Value Added Tax is not recoverable by the Charity and as such is included in the relevant costs in the Statement of Financial Activities.

2 Taxation

The Charity is a registered Charity and accordingly is exempt from taxation on its income and gains where they are applied for charitable purposes.

3 Investment Income

Source of investment income	2026	2025
	£	£
Bank interest	342	5

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 5 APRIL 2026 (continued)

4 Total resources expended

	2026	2025
	£	£
Charitable activities		
Costs directly allocated to activities		
Vouchers & donations	15,030	-
Support costs allocated to activities		
Insurance	1,308	-
Other printing, postage and advertising	355	163
Equipment	39	-
First Aid	137	275
Hire of Equipment (Street Organ)	-	200
Bank Charges	23	-
	16,892	638

In addition to the 2025 expenditure of £638, the previous charity incurred costs of £14,901, producing a total 2025 expenditure of £15,539

Governance		
Independent examination fee	-	-

5 Trustees' remuneration and expenses

The trustees neither received nor waived any emoluments or expenses during the year (2025: £Nil)

6 Analysis of net assets between funds **Unrestricted funds**

Current Assets:	2026	2025
	£	£
Lloyds Current Account	560	2,346
Lloyds Savings Account	108	232
Virgin Money Deposit Account	-	32,838
Hampshire Trust Bank	30,000	-
Total Assets	30,668	35,416

7 The Charity has not given any guarantees.

8 The Charity does not have any outstanding debts.