

THE FARNHAM INSTITUTE CHARITY
ANNUAL REPORT AND UNAUDITED ACCOUNTS
FOR THE YEAR ENDED
30 SEPTEMBER 2021

Charity Number 305033

 accounts tax · legal financial planning

The Granary
Hones Yard
Waverley Lane
Farnham
Surrey
GU9 8BB

THE FARNHAM INSTITUTE CHARITY

FINANCIAL STATEMENTS

YEAR ENDED 30 SEPTEMBER 2021

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THE FARNHAM INSTITUTE CHARITY

TRUSTEES ANNUAL REPORT

YEAR ENDED 30 SEPTEMBER 2021

The Trustees present their report and the unaudited financial statements of the Charity for the year ended 30 September 2021.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity name The Farnham Institute

Charity registration number 305033

7 Crownwood Gate
Beavers Road
Farnham
Surrey
GU9 7GE

The Trustees

The Trustees who served the Charity during the year and since the year end were as follows:

Andrew Lodge (Chairman)
Emily Joyce (Treasurer)
Margaret Daniels (Secretary)
Peter Greenyer
Max Lyons
Barbara Milam
Christopher Tibbott
Jerome O'Callaghan

Bankers

Lloyds Bank
75 Castle Street
Farnham
Surrey
GU9 7LT

Independent Examiner

Mr S. P. F. Howell FCCA
TC Group
The Granary
Hones Yard
Waverley Lane
Farnham
Surrey
GU9 8BB

THE FARNHAM INSTITUTE CHARITY

TRUSTEES ANNUAL REPORT

YEAR ENDED 30 SEPTEMBER 2021

STATUTORY ADMINISTRATIVE DETAILS

The Trustees present their report, the Independent Examiner's report and financial statements for the year ended 30th September 2021.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Charity is governed by a declaration of trust originally dated 1897 and most recently updated on 17th January 1977, under a scheme approved by the Charity Commission.

The Charity is controlled, managed and operated by the Trustees. The Trustees are all unpaid. Trustees are appointed from interested and competent residents of Farnham and surrounding areas. New Trustees are provided with copies of the governing document and accounts as well as Charity Commission guidance for Trustees of charities.

The Trustees examine the major risks the Charity faces when considering its future plans and projects. The Charity has developed systems to monitor and control these risks to mitigate any impact they may have on the Charity.

OBJECTIVES AND ACTIVITIES

The object of the Charity is the management and letting of the Farnham Institute building, South Street, Farnham, and the application of the income derived there from for any charitable purposes for the general benefit of the inhabitants of Farnham.

The Trustees have had regard to the guidance issued by the Charity Commission on public benefit and believe that they are advancing community development and culture in Farnham through their grant making policies to organisations active in the locality.

ACHIEVEMENTS AND PERFORMANCE

From 23 January 2003, the Charity has let the Farnham Institute building to Heritage Hotels Limited on a 20 year lease, the lease being assigned to the Bush Hotel Limited.

The Charity distributes the income for the assigned lease to causes which benefit the people of Farnham. During the year the Trust made grants to 23 (2020: 38) local organisations amounting to £38,017 (2020: £50,446). Details of the organisations benefitting from these grants are given in note 5 to the financial statements.

The Charity and its beneficiaries have had another difficult year, with an additional reduced rent period being granted to the Bush hotel limited, which leases the charity's building primarily for conferences, as these continued to be hit by Covid-19 restrictions. The reduction in rental income had a significant impact on funds available for distribution. However, grants paid during the year also fell, as a large number of events that the Charity regularly supports were cancelled for a second year.

The Trustees were pleased to continue their support of a number of organisations needing additional assistance as a result of Covid-19 and to the Farnham Coronavirus Support Fund. They also continued to support Farnham in Bloom, which achieves the joint aims of supporting a very worthwhile community project and raising the profile of the Charity in Farnham, as a source of support for other well deserving activities in the town.

THE FARNHAM INSTITUTE CHARITY

TRUSTEES ANNUAL REPORT

YEAR ENDED 30 SEPTEMBER 2021

FINANCIAL REVIEW

During the year under review the total value of the Charity's Funds increased from £495,684 to £545,290 (2020: £477,784 to £495,684). A significant proportion of the increase in funds during the year relates to the increase in value of fixed asset investments held by the charity. This is detailed in note 8 to the financial statements.

There has been a significant fluctuation in the financial markets since the year-end as a result of worldwide circumstances and the Trustees are conscious of the impact this can have on the value of the investments. The stewardship of the Charity's investments is with CCL in a COIF Charities Investment Fund. The Trustees are comfortable that CCLA has a proven track record in safeguarding charities investments, but also keep the position under review.

The charity's reserves policy is to maintain sufficient liquid and unrestricted funds to meet the charities anticipated liabilities, plus a minimum of one year's rental income in order to ensure that there is no immediate impact on charitable activities should it's income stream be interrupted. At 30 September 2021, the Charity's available unrestricted funds (which the Trustees consider to be a good approximation of liquid reserves) stood at £104,500 (2020: £116,398). This amount is in excess of one year's rental income. However, liquid funds have been maintained at this higher level should additional costs arise in relation to the charity's property as it approaches the end of its current lease.

The Trustees consider the overall position of the Charity is satisfactory and foresee that funds will be available to meet obligations in the future.

INDEPENDENT EXAMINER

Simon Howell FCCA, of TC Group has been re-appointed as Independent Examiner for the ensuing year.

RESPONSIBILITIES OF THE TRUSTEES

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that period.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting practices and apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

THE FARNHAM INSTITUTE CHARITY


TRUSTEES ANNUAL REPORT

YEAR ENDED 30 SEPTEMBER 2021

The Trustees are responsible for keeping proper accounting records that 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 Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Signed on behalf of the Trustees on ...28 April...
2022 by

7 Crownwood Gate
Beavers Road
Farnham
Surrey
GU9 7GE


Andrew Lodge
Chairman

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE FARNHAM INSTITUTE CHARITY**

YEAR ENDED 30 SEPTEMBER 2021

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 30 September 2021 which are set out on pages 6 to 13.

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 charity's accounts carried out under section 145 of the 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 charity 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.



Simon Howell FCCA, of TC Group
The Granary
Hones Yard
Waverley Lane
Farnham
Surrey
GU9 8BB

Dated: 04/05 2022

THE FARNHAM INSTITUTE CHARITY
STATEMENT OF FINANCIAL ACTIVITIES
YEAR ENDED 30 SEPTEMBER 2021

	Note	Unrestricted funds £	Restricted funds £	Total Funds 2021 £	Total Funds 2020 £
INCOME AND ENDOWMENTS FROM:					
Charitable activities	2	31,250	-	31,250	46,875
TOTAL INCOME		<u>31,250</u>	<u>-</u>	<u>31,250</u>	<u>46,875</u>
EXPENDITURE ON:					
Charitable activities	3	(43,148)	-	(43,148)	(53,543)
TOTAL EXPENDITURE		<u>(43,148)</u>	<u>-</u>	<u>(43,148)</u>	<u>(53,543)</u>
Net gains/(losses) on investments		61,504	-	61,504	24,568
NET INCOME/(EXPENDITURE)					<u>17,900</u>
Transfer between funds		-	-	-	-
NET MOVEMENT IN FUNDS		<u>49,606</u>	<u>-</u>	<u>49,606</u>	<u>17,900</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		495,684	-	495,684	477,784
TOTAL FUNDS CARRIED FORWARD		<u>545,290</u>	<u>-</u>	<u>545,290</u>	<u>495,684</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The notes on pages 8 to 13 form part of these financial statements.

THE FARNHAM INSTITUTE CHARITY

BALANCE SHEET

30 SEPTEMBER 2021

	Note	2021		2020
		£	£	£
FIXED ASSETS				
Investments	8		440,790	379,286
CURRENT ASSETS				
Debtors	9	-		15,625
Cash at bank and in hand		130,010		119,782
		130,010		135,407
CREDITORS: Amounts falling due within one year	10	(25,510)		(19,009)
NET CURRENT ASSETS			104,500	116,398
TOTAL ASSETS LESS CURRENT LIABILITIES			545,290	495,684
NET ASSETS			545,290	495,684
FUNDS				
Restricted funds			-	-
Unrestricted income funds	11		545,290	495,684
TOTAL FUNDS			545,290	495,684

These financial statements were approved by the members of the committee and authorised for issue on*28.11.2021*..... 2022 and are signed on their behalf by:



Andrew Lodge
Chairman

The notes on pages 8 to 13 form part of these financial statements.

THE FARNHAM INSTITUTE CHARITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2021

1. ACCOUNTING POLICIES

Basis of accounting

The accounts (financial statements) have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011.

The Farnham Institute Charity meets the definition of a public benefit entity as defined by FRS 102.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Funds structure

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can be used at the discretion of the Trustees. See note 11 of the financial statements for further details.

Income

All income is recognised once the charity has entitlement to the income, there is sufficient certainty or receipt and so it is probable that the income will be received, and the amount of income can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of obligation can be measured reliably.

All expenditure is accounted for on an accruals basis, inclusive of irrecoverable VAT.

Fixed asset investments

Investments are initially recognised at their transaction value and subsequently measured at their market value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

The Charity does not acquire or use put options, derivatives or other complex financial instruments.

THE FARNHAM INSTITUTE CHARITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2021

1. ACCOUNTING POLICIES (continued)

Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments (if any) are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised (if any) and unrealised investment gains and losses are combined in the Statement of Financial Activities.

2. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2021 £	Total Funds 2020 £
Rents received	<u>31,250</u>	<u>31,250</u>	<u>46,875</u>

3. EXPENDITURE ON CHARITABLE ACTIVITIES

	2021 £	2020 £
Grants payable (see note 4 below)	38,017	50,446
Support costs (see note 4 below)	4,121	2,087
Governance costs (see note 5)	1,010	1,010
	<u>43,148</u>	<u>53,543</u>

4. ANALYSIS OF GRANTS

Analysis	Grants to institutions £	Support cost £	Total £
Educational	5,763	687	6,450
Young peoples services	4,669	687	5,356
Services to the older community	3,500	687	4,187
The Arts	3,200	686	3,886
Community events and projects	15,630	687	16,317
Sports	5,255	687	5,942
Total	<u>38,017</u>	<u>4,121</u>	<u>42,138</u>

THE FARNHAM INSTITUTE CHARITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2021

4. ANALYSIS OF GRANTS (continued)

Analysis of educational grants

	Total
	£
Enterprise 19	518
The Hale Association	2,885
Potters Gate School	1,390
Helen Arkell Dyslexia Centre	1,000
Total	5,763

Analysis of Young Peoples Services grants

	Total
	£
Disability Challengers	3,000
Hale Family Centre	150
Head 2 Head Theatre	1,000
The Bourne PCC	131
The Parish of Badshot Lea and Hale	389
Total	4,669

Analysis of Services to the Older Community grants

	Total
	£
Phyllis Tuckwell Memorial Hopsice	3,500
Total	3,500

Analysis of The Arts grants

	Total
	£
Farnham Youth Choir	1,700
New Ashgate Gallery	1,500
Total	3,200

THE FARNHAM INSTITUTE CHARITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2021

5. ANALYSIS OF GRANTS (continued)

Analysis of Community events and projects grants

	Total £
Badshot Lea Bloomers	2,000
Farnham Town Council	750
Hale Carnival	2,080
Hale Community Centre Talk & Support	300
Surrey Drug & Alcohol Care	1,000
Parish of the Bourne PCC	4,500
Spire Kitchen	5,000
Total	<u>15,630</u>

Analysis of Sports grants

	Total £
Badshot Lea Tennis Club	500
Farnham Cycling Campaign	700
Farnham Pilgrim Marathon	1,656
Farnham Town Football Club	2,399
Total	<u>5,255</u>

5. GOVERNANCE COSTS

	2021 £	2020 £
Trustees expenses	650	650
Independent Examiner's Fee	360	360
	<u>1,010</u>	<u>1,010</u>

6. TRUSTEE REMUNERATION

No remuneration directly or indirectly out of the funds of the Charity was paid or was payable to any Trustees or to any person or persons known to be connected with any of them.

Expenses totalling £650 (2020 - £650) were reimbursed to eight Trustees (2020 – eight).

7. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2020 – nil).

THE FARNHAM INSTITUTE CHARITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2021

8. FIXED ASSET INVESTMENTS

COIF Charities Investment Fund Accumulation Shares

	2021
	£
Market Value at 1 October	379,286
Gains/(losses) on investment	<u>61,504</u>
Market Value at 30 September	<u>440,790</u>
Historical cost at 30 September	<u>19,739</u>

9. DEBTORS

	2021	2020
	£	£
Other debtors	<u>-</u>	<u>15,625</u>

10. CREDITORS: Amounts falling due within one year

	2021	2020
	£	£
Other creditors	15,625	15,625
Accruals	<u>9,885</u>	<u>3,384</u>
	<u>25,510</u>	<u>19,009</u>

11. ANALYSIS OF CHARITABLE FUNDS

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS

	Balance at 1 Oct 2020	Incoming resources	Expenditure	Transfers	Gains and losses	Balance at 30 Sept 2021
	£	£	£	£	£	£
General Funds	<u>495,684</u>	<u>31,250</u>	<u>(43,148)</u>	<u>-</u>	<u>61,504</u>	<u>545,290</u>

ANALYSIS OF MOVEMENT IN UNRESTRICTED FUNDS – Previous year

	Balance at 1 Oct 2019	Incoming resources	Expenditure	Transfers	Gains and losses	Balance at 30 Sept 2020
	£	£	£	£	£	£
General Funds	<u>473,274</u>	<u>46,875</u>	<u>(49,033)</u>	<u>-</u>	<u>24,568</u>	<u>495,684</u>

THE FARNHAM INSTITUTE CHARITY
NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED 30 SEPTEMBER 2021

10. ANALYSIS OF CHARITABLE FUNDS (continued)

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS

There are no restricted funds during the year.

ANALYSIS OF MOVEMENT IN RESTRICTED FUNDS – Previous year

	Balance at 1 Oct 2019	Incoming resources	Expenditure	Transfers	Gains and losses	Balance at 30 Sept 2020
	£	£				£
Mackay bequest	4,510	-	(4,510)	-	-	-

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted funds	Unrestricted Funds	2021 Total reserves
	£	£	£
Investments	-	440,790	440,790
Cash at bank	-	130,010	130,010
Current assets	-	-	-
Current liabilities	-	(25,510)	(25,510)
	-	545,290	545,290

ANALYSIS OF NET ASSETS BETWEEN FUNDS – Previous year

	Restricted funds	Unrestricted Funds	2020 Total reserves
	£	£	£
Investments	-	379,286	379,286
Cash at bank	-	119,782	119,782
Current assets	-	15,625	15,625
Current liabilities	-	(19,009)	(19,009)
	-	495,684	495,684

