

The Bishop of Guildford's Foundation

The Bishop of Guildford's Foundation (the Charity)
is also known by its working name
The Bishop of Guildford's Communities Fund

Trustees' Report, Independent Examiner's Report and Accounts

For the period 6th April 2023 to 31st December 2023

Charitable incorporated organisation

Registered Charity No. 1017385

Registered office: Willow Grange, Woking Road, Guildford GU4 7QS

Trustees' report

For the period 6th April 2023 to 31st December 2023

Trustees

The Charity's Trustees during the period were:

Rt Revd Andrew Watson	Bishop of Guildford and Chair of Trustees
Andrew Carvell	Treasurer. Appointed as a Trustee on 6 th July 2023
Louise Kenyon	Secretary
Michael Bishop	Treasurer, until 5 th July 2023
Deborah Harrison	
Revd Claire Isherwood	
Richard Peters	
Ebert Spreeth	

Structure, governance and management

On 19th April, 2023, the Charity became a Charitable Incorporated Organisation (CIO) governed by a Constitution based on the Charity Commission's Foundation model constitution.

The Trustees manage the affairs of the CIO and exercise its powers. The eligibility, appointment, term, retirement and removal of Trustees are governed by the Constitution. There must be between three and twelve Trustees.

Decisions are taken either at a meeting of the Trustees when a quorum is present with the Trustee chairing the meeting have a casting vote or by resolution in written or electronic form by agreement of a majority of all of the Trustees. The Trustees meet as and when required, typically three times per year.

The members of the Charity are its Trustees and the only persons eligible to be members of the Charity are its Trustees. The members meet from time to time or agree by resolution in writing to make those decisions which must be made by the members of the CIO.

Prior to 19th April 2023, the Charity was a company limited by guarantee (Company No. 2785207). It was governed by its memorandum and articles of association, dated 29th January 1993.

Charitable objects and activities

The Charity promotes the following charitable objects within the Diocese of Guildford (the Diocese): The advancement of religion in the Diocese; The relief of poverty within the Diocese; The advancement of the education of children and adults in the Diocese; and Other purposes beneficial to the community within the Diocese.

The Charity receives donations from parishes in the Diocese and from individuals. It raises funds by carrying out fundraising activities. The Charity offers grants to projects initiated by Church of England churches and those in active partnership with them to assist in fulfilling the Diocese's vision within the terms of the Charity's objects.

The Charity provides benefit to the general public by seeking to achieve its objects through providing grants as described above. The Trustees confirm that they have consulted the Charity Commission's general guidance on public benefit when reviewing the objects and activities of the Charity, and in planning future activities and making grants.

Payments including grants made by the Charity

Payments in the current period were £15,391 (previous period £32,191). The majority of payments were grants made by the Charity.

During the period the Charity made three grants totalling £13,250. These grants were to support community projects. One project in particular provided support to the elderly, while another focussed on entrepreneurial youth work.

Grants in the period were lower than grants in the previous period (nine grants, totalling £30,950). The difference in grants between the periods is attributed to two main reasons. First, because of the change in accounting date, the current period was nine months compared to the previous period being twelve months. Second, a significant number of organisations requested grants in the previous period as projects started or restarted after the Covid restrictions.

There were also fundraising and administration costs of £249 (previous period £1,241). The payment of certain Lent Appeal receipts is described in a separate section below.

Receipts

Receipts in the current period were £15,524 (previous period £21,136). These receipts included donations of £8,900, Walk the Wey fundraising of £2,390, a returned grant of £1,200, which was originally paid out in the previous period, and interest receipts of £276.

Lent Appeal receipts and payments including third party receipts and payments

The Charity received £1,379 in the period from the Bishop of Guildford's 2023 Lent Appeal. This was one-half of the Appeal's receipts. The other half of the receipts, totalling £1,892 (being £1,379 in the period and £513 in the previous period) were received and paid out on a third party basis by the Charity. This was because the Bishop of Guildford had decided ahead of his Appeal that half of the Appeal's receipts would be dedicated to disaster relief efforts related to the earthquakes in Turkey and Syria.

Cash funds

Cash funds at the end of the period were £34,299 (previous period £34,166). The increase of £133 was due to payments exceeding receipts.

Reserves policy

On 5th October, 2023, updated the Reserves policy to be that the Charity maintains reserves so that it should be able to carry on its charitable activities meeting requests for grants and its costs, both expected and unforeseen, for a 12 month period even if donations to the Charity are significantly reduced or it is not successful in carrying out fundraising activities.

The Trustees regularly monitor the level of reserves and the reserves policy. They consider whether the level of reserves is supporting the Charity to operate effectively; whether the level of reserves is in line with the policy; and whether to update the reserves policy.

Prior to 5th October, the Reserves policy was that the Board of Trustees maintained unrestricted reserves at a minimum level of £1,000, equivalent to estimated administration costs for the next six months. Any surplus was retained temporarily on deposit to be used for future grants.

Reserves

The Charity's reserves at the current period end are £34,299. At the prior period end, the Charity's reserves were £29,653.

Community Foundation for Surrey

In 2018, when the Charity ceased its partnership with the Community Foundation for Surrey (CFS), the Community First Endowment Fund held by CFS in the name of the Charity could not legally be transferred to the Charity. The Endowment Fund continues to be managed by the CFS trustees. Income from the Endowment Fund less a contribution to CFS costs is accumulated in a Bishop of Guildford's Foundation Grants Fund held by CFS. The CFS trustees make grants from this fund. CFS seeks input from the Charity about grants from this fund.

As at 31st December 2023, the Endowment Fund had a balance of £109,527 and the Grants Fund had a balance of £2,275. During the period no grants were made by CFS (previous period, two grants totalling £10,500).

Declaration

The Trustees declare that they have approved the trustees' report and accounts.

Signed on behalf of the Charity's Trustees

Signature



Name

Andrew Watson

Andrew Carvell

Position

Bishop of Guildford
Chair of Trustees

Honorary Treasurer

Date

17 June 2024

17 June 2024

Independent examiner's report

to the Trustees of The Bishop of Guildford's Foundation (Registered Charity No. 1017385) on the accounts for the period 6th April 2023 to 31st December 2023

I report to the Trustees on my examination of the accounts of the Charity for the period ended 31st December 2023 as set out on pages 6 to 10.

As the Trustees of the Charity, 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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:

- Accounting records were not kept in accordance with section 130 of the Act or
- The accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature



Name

Ian Durrant

Relevant professional qualifications

Chartered Accountant, CA(SA)

Address

182 New Road, Chilworth, Guildford GU4 8LX

Date

17 June 2024

Receipts and payments accounts

For the period 6th April 2023 to 31st December 2023

Receipts and payments

	Note	Current period 6 April 2023 to 31 Dec 2023	Prior period 6 April 2022 to 5 April 2023
		£s	£s
Receipts	1a, 2	15,524	21,136
Payments	1b, 4	(15,391)	(32,191)
Net of receipts and payments		133	(11,055)
Cash funds prior period end	1c	34,166	45,221
Cash funds current period end	1d, 6	34,299	34,166

Statement of assets and liabilities at the end of the period

		Current period end 31 Dec 2023	Prior period end 5 April 2023
		£s	£s
Cash funds			
Cash		90	0
Local giving		5	511
Lloyds bank		21,876	21,603
CCLA		12,328	12,052
Total cash funds	1e	34,299	34,166

Notes to the accounts

Note 1: Change in accounting presentation

On 19th April, 2023, the Charity became a Charitable Incorporated Organisation (CIO) governed by a Constitution based on the Charity Commission's Foundation model constitution. As a result the Trustees have decided to present the Charity's accounts on a receipts and payments basis.

Prior to 19th April 2023, the Charity was a company limited by guarantee and the Trustees presented its accounts on an accruals basis.

The notes below reconcile the comparatives for the prior period, which are now presented on a receipts and payments basis, to the Charity's prior period accounts, which were presented on an accruals basis.

	Prior period 6 April 2022 to 5 April 2023 £s
Note 1a: Reconciliation of accrued income and cash receipts	
Accrued income	20,768
Debtors: Taxation recoverable (Gift Aid) at 5 April 2023	(515)
Debtors: Taxation recoverable (Gift Aid) at 5 April 2022	370
Creditors: Agency (due for Lent Call 2023)	513
Cash receipts	21,136

Note 1b: Reconciliation of accrued expenditure and cash payments

Accrued expenditure	(36,191)
Creditors: Grant unpaid at 5 April 2023	4,000
Cash payments	(32,191)

	Prior period end 5 April 2022 £s
Note 1c: Reconciliation of cash at bank on 5 April 2022 and cash funds prior period end	
Cash at bank on 5 April 2022	44,249
Debtors: Accruals (donations via Local Giving)	972
Cash funds prior period end	45,221

	Prior period end 5 April 2023 £s
Note 1d: Reconciliation of cash at bank on 5 April 2023 and cash funds prior period end	
Cash at bank on 5 April 2023	33,655
Debtors: Accruals (donations via Local Giving)	511
Cash funds prior period end	34,166

Note 1e: Reconciliation of net assets on 5 April 2023 and cash funds prior period end	
Net assets on 5 April 2023	30,168
Debtors: Taxation recoverable (Gift Aid) at 5 April 2023	(515)
Creditors: Agency (due for Lent Call 2023)	513
Creditors: Grant unpaid at 5 April 2023	4,000
Cash funds prior period end	34,166

	Note	Current period 6 April 2023 to 31 Dec 2023 £s	Prior period 6 April 2022 to 5 April 2023 £s
Note 2: Receipts			
Donations, including gift aid		8,900	17,239
Fundraising	3	3,769	3,131
Interest		276	253
		12,945	20,623
Returned grant		1,200	
50% of Lent appeal receipts on behalf of Christian Aid and Tear Fund		1,379	513
Total receipts		15,524	21,136

Note 3: Fundraising			
Lent appeal 2023 receipts by BGCF		1,379	763
Lent appeal 2022 receipts by BGCF			2,368
Walk the Wey		2,390	
		3,769	3,131

	Note	Current period 6 April 2023 to 31 Dec 2023	Prior period 6 April 2022 to 5 April 2023
		£s	£s
Note 4: Payments			
Grants paid	5	(13,250)	(30,950)
Fundraising costs		(249)	(1,228)
Administration		0	(13)
		(13,499)	(32,191)
Payment of 50% of Lent appeal receipts to Christian Aid and Tear Fund		(1,892)	
Total payments		(15,391)	(32,191)

Note 5: Grants paid

PAIS, St Peter West Molesey	(5,250)	(5,250)
St Paul's Dorking	(4,000)	
Love Your Neighbour, St Mary East Molesey	(4,000)	(5,000)
Hear Here (GDBF)		(5,000)
MASCOT, Sheerwater		(5,000)
Community Engagement, Walton-on- Thames		(3,000)
Youth Ministry, Rowledge		(3,000)
Connect Counselling, Camberley		(2,500)
After School Meals Club, Farnham		(1,200)
Re-skilled, St Peter Guildford		(1,000)
Total grants	(13,250)	(30,950)

Note 6: Cash funds

Cash funds at the period end are:

- The cash balance of the Charity's bank accounts on the last day of the period
- Plus any money received before the end of the period but banked in the following period;
- Less any cheques written or other payments made before the end of the period but not cleared through the bank until the following period.

Note 7: Reserves

The Charity's reserves are its unrestricted funds that are freely available to spend on the Charity's purposes. The Charity's funds are its cash funds, together with its other monetary assets and investments less any liabilities, for example, grants committed by the Trustees that are unpaid at the period end. All the Charity's funds are unrestricted.

	Current period end 31 Dec 2023 £s	Prior period end 5 April 2023 £s
Cash funds	34,299	34,166
Grants not yet paid	0	(4,000)
Lent appeal receipts on behalf of Christian Aid and Tear Fund		(513)
Reserves	34,299	29,653