



## Trustees' Annual Report for the period

From Sept 2020 Period start date To Sept 2021 Period end date

Charity name: Raymond Trust Fund

Charity registration number: 305523

### Objectives and Activities

|                                                                                                                                                                      | SORP reference     |                                                                                                                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------------------------------------------------------------------------------------------|
| Summary of the purposes of the charity as set out in its governing document                                                                                          | Para 1.17          | To observe the objectives of the 1935 and 1986 deed.<br>A Constitution is in place which was adopted on 24.04.2018 |
| 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 | To observe the objectives of the 1935 and 1986 deed.                                                               |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | No issues outstanding with the Charity Commission.                                                                 |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                  | SORP reference |                                                                                                                                       |
|------------------------------------------------------------------|----------------|---------------------------------------------------------------------------------------------------------------------------------------|
| Policy on grant making                                           | Para 1.38      | A grant policy was adopted in 2020 but no funds have yet been issued due to the pandemic and restrictions with meetings.              |
| Policy on social investment including program related investment | Para 1.38      | The charity uses the services of Investec which produces the investment policy for both funds that it manages.<br>Income and Capital. |
| Contribution made by volunteers                                  | Para 1.38      | The trustees are all operating within a voluntary capacity.<br>Support is given by an investment adviser.                             |
| Other                                                            |                | N/A                                                                                                                                   |

## 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      | Monies invested generate income, but with the impact of the pandemic it has not been possible to consider grant applications nor hold meetings.<br>The AGM in September 2020 was postponed due to Covid19 but an AGM will be held in 2021 and the corporate trustee will be able to inform the public that grants will be invited in the next financial year. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|                                                              |           |                                                                                                                                                                 |
|--------------------------------------------------------------|-----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Achievements against objectives set                          | Para 1.41 | The income continues to be monitored and invitations for grant income will be considered in the next financial year.                                            |
| Performance of fundraising activities against objectives set | Para 1.41 | None carried out in the last year.                                                                                                                              |
| Investment performance against objectives                    | Para 1.41 | Finances invested and generating income. We continue to monitor and review our investments funds, with regular updates from the investment company and advisor. |
| Other                                                        |           | N/A                                                                                                                                                             |

## Financial Review

|                                                                                |           |                                                                                                                                                                  |
|--------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period            | Para 1.21 | Working balance maintained and used to cover normal agreed expenses. Covid19 has meant less meetings which has reduced hire room costs. Meetings held digitally. |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | No policy at present                                                                                                                                             |
| Amount of reserves held                                                        | Para 1.22 | Working balance held .....                                                                                                                                       |
| Reasons for holding zero reserves                                              | Para 1.22 | N/A                                                                                                                                                              |

|                                                                                  |           |     |
|----------------------------------------------------------------------------------|-----------|-----|
| 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:

|                                                                                 |           |                                                                                           |
|---------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 | All funds held reflect the investment of the sale proceeds from the original Raymond Hall |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | Written and adopted.                                                                      |
| A description of the principal risks facing the charity                         | Para 1.46 | Financial market fluctuations                                                             |
| Other                                                                           |           | N/A                                                                                       |

## **Structure, Governance and Management**

|                                                                                                                                                                           |           |                                                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                                                                                                                                                                    |
| Type of governing document<br>( <a href="#">trust deed</a> , <a href="#">royal charter</a> )                                                                              | Para 1.25 | Trust Deed 1935<br>Scheme of Arrangements 1986                                                                                                                                     |
| How is the charity constituted?<br>(e.g. <a href="#">unincorporated association</a> , <a href="#">CIO</a> )                                                               | Para 1.25 | Trust                                                                                                                                                                              |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Heytesbury Imber & Knook Parish Council are the Corporate Trustee and all elected Councillors become part of the Corporate Trustee on election or co-option to the Parish Council. |

### **Additional information (optional)**

You may choose to include further statements where relevant about:

|                                                                            |           |                                                                                                         |
|----------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | All councillors have received a copy of CC3 guidance.<br>Constitution in place<br>Grant policy in place |
|----------------------------------------------------------------------------|-----------|---------------------------------------------------------------------------------------------------------|

|                                                                                           |           |                                                                                                                                                                                                                                                                                           |
|-------------------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | Chair of the Trustee is currently David Bond who became chairman following the local Parish Council elections in May 2021. The outgoing Chairman Ann Perry did not stand for election and therefore no longer remains as part of the trust. This was the same for five other councillors. |
| Relationship with any related parties                                                     | Para 1.51 | N/A                                                                                                                                                                                                                                                                                       |
| Other                                                                                     |           | N/A                                                                                                                                                                                                                                                                                       |

## Reference and Administrative details

|                             |                                                                        |
|-----------------------------|------------------------------------------------------------------------|
| Charity name                | Raymond Trust                                                          |
| Other name the charity uses | N/A                                                                    |
| Registered charity number   | 305523                                                                 |
| Charity's principal address | c/o The Parish Clerk<br>2(B) Prestbury Drive<br>Warminster<br>BA12 9LB |

## 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  | Heytesbury Imber & Knook Parish Council | 2(B) Prestbury Drive<br>Warminster<br>BA12 9LB |                                   |                                                               |
| 2  |                                         |                                                |                                   |                                                               |
| 3  |                                         |                                                |                                   |                                                               |
| 4  |                                         |                                                |                                   |                                                               |
| 5  |                                         |                                                |                                   |                                                               |
| 6  |                                         |                                                |                                   |                                                               |
| 7  |                                         |                                                |                                   |                                                               |
| 8  |                                         |                                                |                                   |                                                               |
| 9  |                                         |                                                |                                   |                                                               |
| 10 |                                         |                                                |                                   |                                                               |
| 11 |                                         |                                                |                                   |                                                               |

## 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 |  |
|--------------|-----------------------------------|--|

|      |  |  |
|------|--|--|
| None |  |  |
|------|--|--|

### Funds held as custodian trustees on behalf of others

|                                                                                                                               |      |
|-------------------------------------------------------------------------------------------------------------------------------|------|
| Description of the assets held in this capacity                                                                               | None |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | None |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         | None |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name                               | Address                                                |
|-----------------|------------------------------------|--------------------------------------------------------|
| Investments     | Investec Wealth and Investment Ltd | 3 Temple Quay<br>3 Temple Back East<br>Bristol BS1 6DZ |

#### Name of chief executive or names of senior staff members (Optional information)

N/A

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

N/A

### 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)                        | David Bond                                                                          |  |
| Position (eg Secretary, Chair, etc) | Chairman                                                                            |  |
| Date                                | 2.11.21                                                                             |  |