



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

Trustee annual report for the period

26 September 2022 to 25 September 2023

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          | <p>The trustee shall apply the clear income of the charity for any charitable purposes for the general benefit of the inhabitants of Heytesbury, Knook and Tytherington and immediate vicinity.</p> <p>The trustee at any time may apply the whole or part of the property of the charity in or towards defraying the cost of providing land and buildings to be settled upon trust for use as a village hall.</p> |
| 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 | <p>The trustee approved grant applications from organisations with purposes for the benefit of the inhabitants of Heytesbury, Knook and Tytherington and immediate vicinity.</p> <p>The trustee agreed a letter to landowners and a consultation with residents about the possibility of a village hall.</p> <p>Working group set up to explore ways to carry out the purposes of the charity.</p>                 |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit                                         | Para 1.18          | <p>Members of the trustee have received the Charity Commission guidance on public benefit (PB1 and PB2).</p>                                                                                                                                                                                                                                                                                                       |

Additional information (optional)

You may choose to include further statements where relevant about:

|                                                                  | SORP reference |                                                                                                                                                                                                                  |
|------------------------------------------------------------------|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Policy on grant making                                           | Para 1.38      | Grant applications must be for purposes for the benefit of the inhabitants of Heytesbury, Knook and Tytherington and immediate vicinity.<br><br>Policy change agreed to consider grant applications once a year. |
| Policy on social investment including program related investment | Para 1.38      |                                                                                                                                                                                                                  |
| Contribution made by volunteers                                  | Para 1.38      |                                                                                                                                                                                                                  |

## 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 following grants were approved:<br>1) £250 to Heytesbury and Sutton Veny Cricket Club for youth team equipment.<br>2) £250 to Heytesbury Football Club for kit. |

Additional information (optional)

You may choose to include further statements where relevant about:

|                                                              |           |                                                                                                                                                                                  |
|--------------------------------------------------------------|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Achievements against objectives set                          | Para 1.41 |                                                                                                                                                                                  |
| Performance of fundraising activities against objectives set | Para 1.41 |                                                                                                                                                                                  |
| Investment performance against objectives                    | Para 1.41 | Investment assets provided a quarterly income comparable to the previous year.<br><br>Performance is managed by an investment management company and performance reports issued. |

## Financial Review

|                                                                                  |           |                                                                                                                                                                               |
|----------------------------------------------------------------------------------|-----------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Review of the charity's financial position at the end of the period              | Para 1.21 | <p>Money received was greater than the money spent.</p> <p>Investment assets continued to perform and provided a quarterly income.</p> <p>£8,508 in the bank at year end.</p> |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | No policy for holding reserves.                                                                                                                                               |
| Amount of reserves held                                                          | Para 1.22 | £8,508 in the bank at year end.                                                                                                                                               |
| Reasons for holding zero reserves                                                | Para 1.22 | Not applicable.                                                                                                                                                               |
| Details of fund materially in deficit                                            | Para 1.24 | Not applicable.                                                                                                                                                               |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | Not applicable.                                                                                                                                                               |

### 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 | <p>Quarterly income from the investment assets.</p> <p>There are no social, environmental or ethical considerations in respect of the investment assets.</p>                              |
| 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 | <p>The investment assets are medium risk and exposed to financial market fluctuations.</p> <p>The risk is managed by an investment management company and performance reports issued.</p> |
| Other                                                                           |           | Finance Working Group set up to consider the investment assets and grants.                                                                                                                |

## Structure, Governance and Management

|                                                                                                                                                                           |           |                                                                                                                                          |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|------------------------------------------------------------------------------------------------------------------------------------------|
| Description of charity's trusts:                                                                                                                                          |           |                                                                                                                                          |
| Type of governing document<br>(trust deed, royal charter)                                                                                                                 | Para 1.25 | Trust deed of 7 December 1935 and scheme of 31 July 1975 as amended by scheme of 9 April 1986 as amended by resolution of 18 April 2023. |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)                                                                                                  | 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 | All elected or co-opted councillors of Heytesbury, Imber and Knook Parish Council join the trustee of the charity.                       |

### 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 | Elected or co-opted councillors receive an induction and Charity Commission CC3 guidance (the essential trustee).                              |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | Heytesbury, Imber and Knook Parish Council is the trustee of the charity.                                                                      |
| Relationship with any related parties                                                     | Para 1.51 |                                                                                                                                                |
| Other                                                                                     |           | Revised written rules (byelaws) agreed by resolution of 18 April 2023.<br><br>Six meetings of the trustee including the AGM in September 2023. |

## Reference and Administrative details

|                             |                                                                                                      |
|-----------------------------|------------------------------------------------------------------------------------------------------|
| Charity name                | Raymond Trust Fund                                                                                   |
| Other name the charity uses | None                                                                                                 |
| Registered charity number   | 305523                                                                                               |
| Charity's principal address | Heytesbury, Imber and Knook Parish Council<br>31 Morley Field<br>Warminster<br>Wiltshire<br>BA12 0BU |

### Name of the charity trustee

| Trustee name                               | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|--------------------------------------------|-----------------|-----------------------------------|---------------------------------------------------------------|
| Heytesbury, Imber and Knook Parish Council |                 |                                   |                                                               |

### Corporate trustees – names of the directors at the date the report was approved

|                 |  |  |
|-----------------|--|--|
| Director name   |  |  |
| Not applicable. |  |  |

### Name of trustees holding title to property belonging to the charity

| Trustee name    | Dates acted if not for whole year |  |
|-----------------|-----------------------------------|--|
| Not applicable. |                                   |  |

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

|                                                                                                                               |                 |
|-------------------------------------------------------------------------------------------------------------------------------|-----------------|
| Description of the assets held in this capacity                                                                               | Not applicable. |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | Not applicable. |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         | Not applicable. |

Additional information (optional)

Names and addresses of advisers (Optional information)

| Type of adviser               | Name | Address |
|-------------------------------|------|---------|
| Investment management company |      |         |

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

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## Exemptions from disclosure

Reason for non-disclosure of key personnel details

Not applicable.

## Other optional information

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## Declarations

The trustee report above has been approved by the trustee.

Signed on behalf of the charity's trustee

|                                     |  |  |
|-------------------------------------|--|--|
| Signature(s)                        |  |  |
| Full name(s)                        |  |  |
| Position (eg Secretary, Chair, etc) |  |  |
| Date                                |  |  |