

Charity number: 211756

**HAMPTON FUEL ALLOTMENT CHARITY**

**ANNUAL REPORT**

**30 JUNE 2018**

RSM UK Tax and Accounting Limited  
Third Floor, One London Square  
Cross Lanes, Guildford  
Surrey GU1 1UN

## HAMPTON FUEL ALLOTMENT CHARITY

ANNUAL REPORT  
for the year ended 30 June 2018

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**HAMPTON FUEL ALLOTMENT CHARITY****THE CHAIRMAN'S REPORT  
for the year ended 30 June 2018**

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Hampton Fuel Allotment Charity provides fuel grants and other forms of financial help to low income families and individuals, primarily helping them with the costs of their electricity and gas. We also make grants to local charities that support local people and provide a range of services within the community. It gives me great pleasure to outline some of the key activities of the Charity for the year ending 30 June 2018, and to provide some pointers to our future work.

**Need in our Borough**

While there is no doubt that Richmond Borough has many individuals whose standard of living is reasonable or good, there is still significant deprivation within the Borough. The reference for this is our report *On the Edge*, published last year and which we jointly commissioned with Richmond Parish Lands Charity. This report highlighted that because of perceived affluence within the Borough there is a triple-whammy effect on those who are in real need:

- First, there is less infrastructure to meet the specific requirements of those in need.
- Second, organisations from outside the Borough have little interest in providing help to those within it.
- Third, there is a growing gap between the rich and the poor, which in turn leads to greater isolation.

The needs manifest themselves in a variety of ways, including high levels of mental health issues and homelessness.

**Place-Based Giving (PBG)**

The publication *On the Edge* made a few recommendations, including a PBG initiative for the Borough. Many London Boroughs now have some version of PBG, which is unique to each area. For us, PBG is a campaign to raise awareness of the high levels of need across the Borough and to harness energy, goodwill, and expertise to tackle those needs. The aim will be to identify new resources and partnerships – giving cash or in kind, space or skills, to respond to needs identified by local people. It will involve all of us who live, work or learn in the Borough. Together with Richmond Parish Lands Charity, I am pleased to say we are investing in resources for the first stage of seeing how this could be set up in our Borough.

**How we have helped individuals this year**

Individuals in need may apply to us for grants, most of which are fuel grants which we pay direct to the energy supplier on their behalf, and during 2017/18, we awarded 1,512 fuel grants to individuals totalling £730,350 (1,535 in 2016/17 at a cost of £733,832). In addition, we make grants for the purchase of basic white goods, for example a fridge or a cooker, and basic items of furniture such as a bed. Typically, these grants are offered where urgent rehousing is needed.

Most of us feel fortunate to live in the Borough but, particularly with rental costs at their current levels, there are all sorts of pressures on those who are on a low income. So, we also help with the cost of children from low income families going on their Year 6 school trips – which apart from the direct cost assistance has social inclusion benefits as well. We have also been piloting a scheme to help with the cost of school uniforms for children moving into their first year at secondary school.

**HAMPTON FUEL ALLOTMENT CHARITY****THE CHAIRMAN'S REPORT (Continued)  
for the year ended 30 June 2018**

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**How we have helped local charities this year**

We are lucky to have some terrific charities and community groups in our Borough doing great work and we support those in need by making grants to many of these organisations. Examples during the year included awarding Crossroads Carers additional funding to reduce its waiting list and to run a Carers Cafe twice a month at Hampton Hill United Reformed Church; and an additional grant to Age UK Richmond to cover the cost of a new full-time caseworker to provide in-depth support to older people with complex needs.

Overall, we made 69 grants in 2017/18 (63 in 2016/17) to charitable organisations totalling £1,183,450 (£928,800 in 2016/17). This was a record for us and, while we are pleased to have been able to do this, it is perhaps a sign of funding pressures across our active voluntary sector.

Our grants cover a wide variety of sectors, including disability, older people, children and young people, carers and mental health as well as community activities. The end-of-grant monitoring report we receive from the groups we fund is one way we evaluate the impact of our funding.

**Meeting local needs today and tomorrow**

Looking after the endowment fund and balancing the needs of present and future generations are challenges that we as Trustees have to consider carefully. Our total investment return for the year was 7.6%, ahead of our target of 6.9% (CPI plus 4%). While this was a good performance, we should expect that there will be both good years and bad.

We use a 'Total Return' approach to investment which allows the Trustees to use both income and capital growth produced by the endowment fund to satisfy expenditure. It removes reliance on income alone to meet expenditure and permits a more flexible investment approach by allowing us to invest some of the endowment in lower yielding assets in order to pursue longer-term growth or reduce risk.

In summary, our prime investment objective is to ensure that funds available for beneficiaries are maintained in real terms to ensure that future generations may benefit from the endowment at least as well as the current one.

Looking to the future, property prices in our Borough remain high and we are working on how we might help local charities with this issue to ensure they can continue to support those in need in the Borough.

**Charity governance**

Charity governance is a topical and important issue for all charities. Over the last three to four years we have overhauled all our policies and have a programme for their regular review. In particular, data protection has always been important to us as assisting those in need is naturally a sensitive matter. So, while the introduction of GDPR in May meant that we did need to conduct a thorough review of our data protection policies and practices, the changes required turned out to be quite modest.

Furthermore, in looking after our endowment fund, we take independent professional advice on how its assets are invested and managed. Management of the endowment's assets is shared between UBS Asset Management and Rathbone Investment Management.

## HAMPTON FUEL ALLOTMENT CHARITY

THE CHAIRMAN'S REPORT (Continued)  
for the year ended 30 June 2018

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**Open meeting**

While I hope there are many occasions during the year for people in the Borough to interact with our staff and Trustees, we were pleased to hold an open meeting at Clarendon Hall, York House in June, which provided a more planned opportunity to do so. It was well attended with around 90 people from local charities, who were treated to very interesting talks by Jo Lowther, Chief Executive at Kick London, a charity providing mentoring to children and young people with challenging behaviour, and Kat Moore, Operations Manager at Richmond Borough Mind. The aim of these meetings is to promote our work more widely in the Borough to ensure that our grants reach all areas of need.

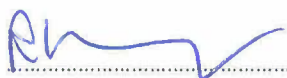
Continuing this theme, we are considering a name change to make it more obvious what the purpose of the endowment is, with a view to helping us reach more people in need across the Borough.

**Our Trustees**

Ultimately governance sits with the Trustees. Our Trustees are permitted to serve a maximum of two five-year terms and we can have up to 12 Trustees. We believe this offers a healthy balance of stability and turnover, with usually one or two new Trustees each year. Indeed, we said a sad farewell to the very experienced and long-serving Jonathan Cardy but were pleased to welcome to the Board Mark Boyle (a nominee of the London Borough of Richmond) and David Meggitt (a co-opted local resident with significant charity and finance experience). Though from time-to-time we are pro-active in seeking to recruit new Trustees, we always welcome enquiries from those who might be interested in serving.

If you would like to know more about the Charity, please look at our website <http://www.hfac.co.uk> or call our office at 020 8941 7866.

Best regards



..... Chairman  
Mr Richard Montgomery

Date: 31 October 2018



**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT  
for the year ended 30 June 2018**

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The Trustees present their report and the financial statements of Hampton Fuel Allotment Charity ("the Charity") for the year ended 30 June 2018.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the financial statements and to comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

**OBJECTIVES AND ACTIVITIES****Charitable Objectives**

The charitable objectives for which the Charity was established are as follows:

- (1) The Trustees shall first defray out of the income of the Charity the cost of the maintenance and upkeep of the property of the Charity and all other charges and outgoings payable in respect thereof.
- (2) To relieve either generally or individually persons resident in the area of the ancient town of Hampton who are in condition of need, hardship or distress.
- (3) To relieve persons' resident in the said area who are sick, convalescent, disabled, handicapped or infirm.

With the agreement of the Charity Commission the scope of the Charity's objectives has been increased by widening the area of benefit as described below, and by increasing the scope of the Charity's work within the area of benefit to promote the education of children and young persons, and to provide and support recreation and other leisure-time occupations in order to improve the conditions of life in the interests of social welfare.

**Charitable Activities**

In pursuance of its overall charitable objectives, and the strategic goals of the Charity, as determined by the Trustees, the assets of the Charity are used to generate income and gains in order that grants may be provided for individuals, families and 'not for profit' organisations within the area of benefit.

**Assets of the Charity**

The assets of the Charity consist of £60.36 million of investments, £0.57 million of freehold land and leasehold property (at depreciated historical cost), £0.01 million of other tangible fixed assets, £0.17 million of debtors (including concessionary loans) and £1.52 million of bank and cash balances. The total return generated from the investments is used to meet the charitable objectives of the scheme.

**Area of Benefit**

Historically the Charity's area of benefit was the ancient town of Hampton, now the area covered by the parishes of St Mary's Hampton, All Saints Hampton and St James's Hampton Hill. In 1989 the deeds of the Charity were changed so that, where the Charity's income was not required in the ancient town of Hampton, help could be provided elsewhere in the London Borough of Richmond upon Thames ("LBRuT"). The Trustees have decided that, after the ancient town of Hampton, their order of priority is the remainder of the former Borough of Twickenham and then the remainder of the present LBRuT. Individual grants are restricted to the first two areas (Hampton, Hampton Hill, Hampton Wick, Teddington, Twickenham and Whitton).

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2018****Strategy of the Charity**

In order to achieve the Charity's objectives, the Trustees balance the needs of current and potential future beneficiaries by maintaining the value of the endowment in real terms while generating a sufficient total return to meet annual needs.

**Grant Making Policy**

Under the Charity Commission Scheme, the Trustees have considerable discretion regarding grant making policies. The Trustees' current guidelines are as follows:

- a. To meet a proportion of the fuel bills of individuals and families in need;
- b. To provide essential equipment for individuals in need or distress;
- c. To support children, who are in their penultimate or final year at junior school, with the costs of the school journey; and
- d. To support organisations which deliver services and activities for those in need in our area of benefit.

**What the Charity is unlikely to support**

The Charity is unlikely to support any of the following:

- a. Grants to individuals for private and post compulsory education;
- b. Adaptations or building alterations for individuals;
- c. Holidays except in cases of severe medical need;
- d. Home decoration, carpeting or central heating;
- e. Anything which is the responsibility of a statutory body;
- f. National general charitable appeals;
- g. Animal welfare;
- h. Advancement of religion and religious groups, unless they offer a non-religious service to the community;
- i. Commercial and business activities;
- j. Endowment appeals;
- k. Projects of a political nature;
- l. Retrospective revenue or capital grants;
- m. Organisations whose free reserves exceed 12 months' running costs; and
- n. Non-charitable social enterprises.

**How to apply for a grant - Individuals**

Complete an individual grant application form, which should be sent to the Grants Manager. Application forms are available to download from our website ([www.hfac.co.uk](http://www.hfac.co.uk)). The forms are also available from the charity's office and from advice and community centres in our area of benefit.

**How to apply for a grant - Organisations**

Information and guidance on the Charity's application process for a community grant is available on the Charity's website ([www.hfac.co.uk](http://www.hfac.co.uk)), including a copy of the application forms.

## HAMPTON FUEL ALLOTMENT CHARITY

**TRUSTEES' ANNUAL REPORT (Continued)**  
**for the year ended 30 June 2018**
**Public Benefit**

The Charity provides grants to individuals in need to improve quality of life and well-being; and funds charitable organisations and community groups to provide services and activities to support those in need in our area of benefit. In addition, the Charity provides rent free occupancy of freehold sites within the area of benefit.

To determine to what extent the Charity is achieving public benefit, the Trustees use the following measures of success and gathers evidence accordingly:

- Assessment of the organisations we fund to determine positive outcomes for people in our area of benefit;
- Evaluation reports of the work we fund from organisations; and
- Feedback such as "thank you" letters from individual recipients and from other people and organisations dealing with our beneficiaries.

**ACHIEVEMENTS AND PERFORMANCE*****Grant Giving - Individual Grants***

During the year, the Trustees awarded individual grants amounting to £764,378 (2016/17: £766,941). A summary of the individual grants awarded in the year is as follows:

	Grants awarded 2017/18		Grants awarded 2016/17	
	Number	£	Number	£
Fuel grants	1,512	730,350	1,535	733,832
Less: Fuel grant refunds		(5,627)		(6,152)
Essential equipment and furniture		28,642		31,625
Careline units	55	7,080	59	4,856
School journey grants	22	3,453	15	2,780
Disability grants	1	480	-	-
<b>TOTAL</b>		<b>764,378</b>		<b>766,941</b>

***Grant Giving - Community Grants***

During the year, the Trustees awarded 69 grants amounting to £1,183,450 (2016/17: £928,800). For a full list of the community grants awarded in 2017/18, please see note 16 to the financial statements. A summary of the community grants awarded in the year is as follows:

	Grants awarded 2017/18		Grants awarded 2016/17	
	Number	£	Number	£
Hospital and Hospices	2	22,400	1	20,000
Disabilities and Additional Needs	13	212,200	14	200,400
Older People	11	236,900	10	151,700
Children and Young People	9	126,200	8	112,700
Arts, Leisure Sports and Recreation	2	12,300	1	7,500
Carers	4	89,500	4	83,000
Other	23	391,950	19	300,200
Education	2	17,000	2	16,000
Community Activities	3	75,000	4	37,300
<b>TOTAL</b>	<b>69</b>	<b>1,183,450</b>	<b>63</b>	<b>928,800</b>



## HAMPTON FUEL ALLOTMENT CHARITY

TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2018

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## FINANCIAL REVIEW

## Financial Results of Activities and Events

The Charity produced a total return (defined as income plus capital gains) of 7.6% or £4.55 million (2016/17: 13.6% or £7.35 million), being investment income of £1.96 million (2016/17: £2.08 million) plus capital gains of £2.59 million (2016/17: £5.27 million) and incurred total expenditure of £2.40 million (2016/17: £2.02 million), resulting in a surplus of £2.16 million for the year (2016/17: £5.34 million). Total expenditure was comprised of grants to individuals and charitable organisations totalling £1.98 million (2016/17: £1.62 million), investment management fees totalling £0.18 million (2016/17: £0.16 million) and total administration costs of £0.24 million (2016/17: £0.23 million).

The total net assets of the Charity as at 30 June 2018 were £62.10 million (30 June 2017: £59.94 million), including investments valued at £60.36 million (30 June 2017: £57.67 million) and bank balances of £1.52 million (30 June 2017: £1.81 million).

## Reserves Policy

Following a review in 2016/17, the Trustees' policy is to aim to maintain sufficient free reserves (those unrestricted funds not committed or invested in tangible fixed assets or designated funds) to cover 3 years of operating expenditure, which at the date of this document amounts to around £6 million.

Additional funds have been reserved to enable the Charity to continue its tradition of supporting large-scale capital projects, such as building community centres and "homes for life", that benefit the community. Currently, £1.75 million of the Charity's free reserves are earmarked for this purpose, which represents the level of support (in terms of grants and/or loans) that the trustees would currently be willing to provide, as and when opportunities arise, over the next 3 years.

In addition, as at 30 June 2018, the Trustees have chosen to transfer a further £2 million from the Unapplied Total Return Fund (UTR) to free reserves. Therefore, the Trustees are currently holding total free reserves of £9.75 million (30 June 2017: £7.75 million).

The rationale for increasing the target level of free reserves relates to the Charity's adoption of a Total Return Approach to investment in 2015:

Investment returns are added to the UTR, so the value of the UTR moves up and down in accordance with the total returns achieved on the Investment Fund. Accordingly, in adverse market conditions it is possible for the value of the UTR to become negative.

If the UTR becomes negative, then no transfers may be made from the UTR until it moves back into positive territory. The Charity's capacity for making grants during such a period would be limited to the amount available in the Income Fund (although the trustees would be permitted to make loans from the Investment Fund to the Income Fund, of up to 10% of the value of the Investment Fund). The Trustees' reserves policy is based on the premise that it could take several years for markets to recover and for the UTR to move back in to positive territory following a period of severe disruption in markets and this approach would allow the Charity to continue to support its beneficiaries at a time when they are likely to need it the most.

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2018**

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Within total free reserves the Charity aims to hold sufficient cash on deposit, typically around 3 months of operating expenditure, to meet its normal working capital requirements. Additional cash may be held from time to time to meet any near-term capital expenditure plans. The non-cash element of free reserves is pooled with the Investment Fund, although clearly and separately identified, so that the free reserves policy does not have any opportunity cost to the Fund. The Charity's free reserves policy is reviewed at least every three years.

**Investment Policy**

The Trustees' investment powers are those as defined by the Trustee Act 2000. The Trustees are required by the Charity's deeds to ensure that its investments are kept under review by one or more experts, who are required to inform the Trustees or investment managers of any changes that may be in the best interests of the Charity. The Trustees may only make changes to the Charity's investments following advice from an independent investment expert.

The Charity's prime investment objective is to maintain funds available for beneficiaries at their current level, of around 4% of the value of the endowment, in real terms over time. In order to achieve this, the Trustees have established an investment strategy which aims to produce a long-term average annual total return (defined as income plus capital growth) of Consumer Price Inflation (CPI) +4%. Achieving this objective would make around 4% (currently in excess of £2 million) per annum available for making grants to current beneficiaries, whilst also ensuring that the value of the endowment, together with the income generated from it, is maintained in real terms for the benefit of future beneficiaries.

The Charity recognises the need to diversify its investments in order to spread risk. It has been agreed by the Trustees that the Charity's investments are actively managed. In accordance with Charity Commission guidelines, the Trustees do not have any specific ethical, social or environmental investment policies.

The Trustees have adopted a Total Return approach to the management of the Permanent Endowment Fund on the basis that this provides a more flexible approach to investment management, which should help to improve its risk-adjusted returns by relaxing income constraints on its investments. A resolution to this effect was passed on 29 April 2015 and the Trustees agreed to use the value (£39.18 million) of the Permanent Endowment Fund on 30 June 2010 as shown in the Charity's audited financial statements for that date, as the Preserved Value of the Permanent Endowment Fund. The Trustees aim to protect the value of the Permanent Endowment Fund in real terms by making transfers periodically from the UTR to increase the value of the Permanent Endowment Fund in line with the CPI measurement of inflation.

The Trustees have appointed UBS Asset Management and Rathbone Investment Management to actively manage the Charity's investments. The Charity's investment strategy and the performance of its investments are reviewed regularly by the Trustees with input from the Charity's professional investment advisors.

**PLANS FOR FUTURE PERIODS****Future Strategy**

The broad strategies and objectives of the Charity are likely to remain unchanged while the needs of those supported by the Charity will be kept under review.

**Impact of Activities and Events**

The Charity will retain similar investment benchmarks as at present. Its grant giving priorities will also remain similar to those for the year under review.

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2018**

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**Future Commitments**

The Trustees have awarded grants to a number of organisations, which have not been accounted for within the year concerned. As at 30 June 2018, these commitments, which are subject to various terms and conditions, total £232,300 (30 June 2017: £267,200), and are likely to be called upon during the next year or two. A detailed analysis of these commitments is given in the notes to the financial statements. The Trustees are satisfied that the Charity has sufficient resources to meet these commitments.

The Trustees have also made a commitment to invest in a residential property that will be leased to and managed by SPEAR for the benefit of homeless people, who would be transitioning, via this property, back into the community. The property is likely to fall within the £400,000 to £550,000 range.

**STRUCTURE, GOVERNANCE AND MANAGEMENT****Status and History**

The Charity was created following the 1811 Enclosure Act by the granting of 10.14 acres of land for producing a supply of fuel for the poor of the ancient parish of Hampton. Subsequently the land was rented out for nurseries. In 1988, the land was sold for development and the sale proceeds formed the financial base for the current work of the Charity.

Hampton Fuel Allotment Charity became a registered charity on 19 November 1962. The governing document was a scheme of the Charity Commission dated 26 August 1981. It was amended by schemes dated 27 July 1989, 4 December 1991, and 21 April 2004 and an order dated 19 August 2004. With effect from 27 April 2005, the Trustees resolved to make various alterations to these documents with the approval of the Charity Commission. These various documents were subsequently consolidated into a single document.

**Organisational Structure**

The overall strategic direction of the Charity is determined by the Trustees, who have set up various sub-committees and made various professional appointments to assist them in ensuring the strategic goals of the Charity are achieved. Trustees are normally appointed for a period of five years.

The Trustees transact the Charity's business through Board meetings, which are held at least four times a year and through the sub-committees of the Board. The activities of sub-committees are reported to the main Board meeting.

**Finance and Investment Panel:** this panel meets three or four times a year and oversees the Charity's investment strategy and performance. It also sets the Charity's annual budget.

**Personnel and Resources Panel:** this panel meets at least once a year and keeps under review matters relating to staffing, staff performance, office premises and equipment.

**Individual Grants Panel:** this panel meets at least six times a year to consider applications from individuals and families in need. In urgent cases, the panel Chairman, another Trustee and the Grants Manager have delegated power to agree grants. The level of awards is reviewed on a regular basis.

**Community Grants Panel:** this panel meets at least six times a year and considers applications from organisations. The panel has delegated powers to make grants up to an agreed amount and to make recommendations to the Board for grants above that amount.



**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2018**

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The awards of both the Individual Grants Panel and the Community Grants Panel are reviewed by the full board of Trustees at their regular meetings.

Special Panels may be formed by Trustees, under an established procedure, to consider any formal complaints related to the conduct of the Charity and its relationship with other parties. Working Groups are also established, as and when appropriate, to look at specific areas of work.

**Key Management Personnel**

The day-to-day management of the Charity is entrusted to the Director and team of staff who are responsible for delivery of the Trustees' decisions. In broad terms, the Director services the full Board and the panels of the Charity and receives, checks and presents applications from organisations. The Grants Manager services the Individual Grants Panel and receives, checks and processes grant applications from individuals.

In the opinion of the Trustees, the Director and the Grants Manager meet the definition of key management personnel.

The starting salary for new members of staff is determined by benchmarking similar roles within the charitable sector. Salaries are reviewed by the Personnel and Resources Panel in February and recommendations made to the Finance and Investment Panel. Recommendations must be approved by the Board of Trustees and any salary increase implemented from 1 July, the beginning of the Charity's accounting year. Individual performance and inflation are critical factors that the Trustees will consider when determining any salary increase.

**Method of Recruitment, Appointment, Election, Induction and Training of Trustees***Recruitment, Appointment and Election*

One of the Trustees of the Charity is ex officio, six of the Trustees are nominated and up to five can be co-opted. The ex-officio Trustee is the incumbent of St. Mary's Parish, Hampton. When a vacancy for a nominated Trustee arises, the nominating authority is contacted, and the Charity awaits its selection. The nominating authority is provided with a guideline as to the skills, knowledge and experience that would be of benefit to the Trustee Board.

Co-opted Trustees are recruited from those who are resident in the area of benefit or have a good knowledge of it and have skills and knowledge relevant to the activities of the Charity and its area of benefit. In some cases, these are 'targeted' through a recognised need to have specific skills to assist Trustees' decision making (e.g. local G.P., financial skills and experience). The Charity will also advertise for new Trustees when appropriate.

*Induction and Training*

New Trustees receive induction and a Trustees' Handbook containing essential material about the Charity and how it operates. Trustees receive regular reports relating to the Charity's activities, attend regular meetings and are encouraged to participate in training events and workshops to update knowledge.

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2018**

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The Charity recognises the need to keep existing and new Trustees up-to-date with legislative, Charity Commission and accounting requirements. It also recognises the need for Trustees to be aware of developments within the area of benefit which might affect their grant making. Trustees receive updates from speakers at their meetings, on matters relating to the Charity, as well as one to one induction in place of training.

**Risk Management**

The Trustees believe that the Charity should manage and where appropriate reduce risk through its operation. The Director maintains a risk register. The Finance and Investment Panel review the risk assessment document every year and draws the attention of the Board to areas where further action may be required. These are recorded so that the necessary steps can be taken to manage them effectively.

In 2017/18, the Charity adopted the *risk probability* and *risk impact* approach to risk assessment. Although most risks are rated low and medium, this new approach highlighted the higher risk to loss of investments and income due to external forces (e.g. stock market and political decisions). Appropriate controls are in place to mitigate these risks.

**Trustees' Responsibilities in the Preparation of Financial Statements**

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 and 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 income and expenditure of the Charity for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Auditor**

Mazars LLP has indicated its willingness to continue in office.



## HAMPTON FUEL ALLOTMENT CHARITY

**TRUSTEES' ANNUAL REPORT (Continued)**  
**for the year ended 30 June 2018**
**Statement as to Disclosure of Information to the Auditor**

The Trustees at the date of approval of this Trustees' annual report confirm that so far as each of them is aware, there is no relevant audit information of which the Charity's auditor is unaware, and the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

**REFERENCE AND ADMINISTRATIVE DETAILS**

Trustees of the Charity have held office since 1 July 2017, as follows:

<b>Ex-officio</b>	Revd Ben Lovell
<b>Nominated:</b>	
The London Borough of Richmond upon Thames	Mr Mark Boyle (From October 2017)
	Cllr Jonathan Cardy (Until October 2017)
	Mr Derek Terrington
	Mr Martin Seymour (Vice-Chairman)
The Parochial Church Councils of:	
St Mary's, Hampton	Mrs Hilary Hart
St James's, Hampton Hill	Mr Clive Beaumont
All Saints, Hampton	Mrs Paula Williams
<b>Co-opted:</b>	Dr Jim Brockbank
	Dr Martin Duffy
	Mr David Meggitt (From April 2018)
	Mr Richard Montgomery (Chairman)
	Mrs Victoria Reid

The following Trustees served as members of sub-committees during the year ended 30 June 2018:

<b>Finance and Investment</b>	<b>Personnel and Resources</b>
Mr Mark Boyle (From October 2017)	Mr Clive Beaumont
Mr Clive Beaumont	Mrs Hilary Hart
Cllr Jonathan Cardy (Until October 2017)	Mr Richard Montgomery
Dr Martin Duffy (Chair)	Mrs Paula Williams (Chair)
Mr David Meggitt (From April 2018)	
Mr Richard Montgomery	
Mr Martin Seymour	
Mr Derek Terrington	

## HAMPTON FUEL ALLOTMENT CHARITY

**TRUSTEES' ANNUAL REPORT (Continued)**  
**for the year ended 30 June 2018**

Individual Grants	Community Grants
Mr Clive Beaumont (Until October 2017)	Mr Clive Beaumont
Dr Jim Brockbank	Mr Mark Boyle (From October 2017)
Mrs Hilary Hart	Dr Jim Brockbank
Revd Ben Lovell	Cllr Jonathan Cardy (Chair, until October 2017)
Mr David Meggitt (From April 2018)	Dr Martin Duffy
Mrs Victoria Reid (Chair)	Mrs Hilary Hart (Chair, from October 2017)
Mr Martin Seymour	Revd Ben Lovell
Mrs Paula Williams	Mr David Meggitt (From April 2018)
	Mr Richard Montgomery
	Mrs Victoria Reid
	Mr Derek Terrington
	Mrs Paula Williams

The principal address of the Charity is the offices of Hampton Fuel Allotment Charity at 15 High Street, Hampton, Middlesex TW12 2SA. The Charity is registered under charity number 211756 and has a website at [www.hfac.co.uk](http://www.hfac.co.uk).

The Trustees have made the following professional appointments:

Auditor:	Mazars LLP, South East Business Unit, Times House, Throwley Way, Sutton, Surrey SM1 4JQ
Accountant:	RSM UK Tax and Accounting Limited, Third Floor, One London Square, Cross Lanes, Guildford, Surrey GU1 1UN
Principal Banker:	Barclays Bank plc. Barclays Business, 8-12 Church Street, Walton On Thames, Surrey, KT12 2QX
Investment Adviser:	David Baker, Chief Investment Officer, Mazars Wealth Management, Tower Bridge House, St Katherine's Way, London, E1W 1DD
Investment Managers:	UBS AG, 3 Finsbury Avenue, London EC2M 2AN Rathbone Brothers Plc, 1 Curzon Street, London W1J 5FB

The following key senior members of staff are responsible for the day-to-day management of the Charity:

Mr D J White	Director
Mrs C Swinburne	Grants Manager

**EXEMPTIONS FROM DISCLOSURE**

No exemptions from the disclosure requirements applicable to a larger charity have been taken in this Trustees' annual report.

HAMPTON FUEL ALLOTMENT CHARITY

TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2018

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FUNDS HELD AS CUSTODIAN

Although the Charity would maintain restricted funds to deal with incoming resources that are earmarked for a particular purpose by donors, sponsors, and other funders, the Charity does not currently hold any funds as custodian for any third party.

This report was approved by Trustees on 31 October 2018, and was signed for and on behalf of the Board by



..... Chairman  
Mr Richard Montgomery

Date: 31 October 2018

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF HAMPTON FUEL ALLOTMENT CHARITY

### Opinion

We have audited the financial statements of Hampton Fuel Allotment Charity (the Charity) for the year ended 30 June 2018 which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 30 June 2018 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## INDEPENDENT AUDITOR'S REPORT TO THE TRUSTEES OF HAMPTON FUEL ALLOTMENT CHARITY (Continued)

### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

### Responsibilities of Trustees

As explained more fully in the Trustees' responsibilities statement set out on pages 12, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.

### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

### Use of the audit report

This report is made solely to the Charity's members as a body. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.

*N J Wakefield*

Nicola Wakefield  
(Senior Statutory Auditor)  
for and on behalf of Mazars LLP  
Chartered Accountants and Statutory Auditor  
Times House, Throwley Way, Sutton, Surrey SM1 4JQ

Date: *12 December* 2018



## HAMPTON FUEL ALLOTMENT CHARITY

STATEMENT OF FINANCIAL ACTIVITIES  
for the year ended 30 June 2018

	Notes	Unrestricted funds £	Endowment funds £	Total 2018 £	Total 2017 £
<b>INCOME AND ENDOWMENTS</b>					
<b>FROM:</b>					
<b>Donations and legacies</b>					
Donations		800	-	800	-
<b>Charitable activities</b>					
Giving grants	3	8,195	-	8,195	6,615
<b>Investments</b>					
Investment income	4	192,593	1,766,266	1,958,859	2,078,120
<b>TOTAL</b>		<u>201,588</u>	<u>1,766,266</u>	<u>1,967,854</u>	<u>2,084,735</u>
<b>EXPENDITURE ON:</b>					
<b>Raising funds</b>					
Investment management costs		(17,865)	(165,931)	(183,796)	(163,663)
<b>Charitable activities</b>					
Giving grants	5	(2,214,698)	-	(2,214,698)	(1,852,099)
<b>TOTAL</b>		<u>(2,232,563)</u>	<u>(165,931)</u>	<u>(2,398,494)</u>	<u>(2,015,762)</u>
Net gains on investments	11	252,083	2,341,367	2,593,450	5,274,082
<b>NET (EXPENDITURE)/INCOME</b>		<u>(1,778,892)</u>	<u>3,941,702</u>	<u>2,162,810</u>	<u>5,343,055</u>
Transfers between funds		3,778,892	(3,778,892)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<u>2,000,000</u>	<u>162,810</u>	<u>2,162,810</u>	<u>5,343,055</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward at 1 July 2017	15	7,750,000	52,185,445	59,935,445	54,592,390
<b>TOTAL FUNDS CARRIED FORWARD AT 30 JUNE 2018</b>	15	<u>9,750,000</u> =====	<u>52,348,255</u> =====	<u>62,098,255</u> =====	<u>59,935,445</u> =====

## HAMPTON FUEL ALLOTMENT CHARITY

STATEMENT OF FINANCIAL ACTIVITIES  
for the year ended 30 June 2017

	Notes	Unrestricted funds £	Endowment funds £	Total 2017 £	Total 2016 £
<b>INCOME AND ENDOWMENTS</b>					
<b>FROM:</b>					
<b>Donations and legacies</b>					
Donations		-	-	-	408
<b>Charitable activities</b>					
Giving grants	3	6,615	-	6,615	6,727
<b>Investments</b>					
Investment income	4	85,520	1,992,600	2,078,120	1,874,946
<b>TOTAL</b>		<u>92,135</u>	<u>1,992,600</u>	<u>2,084,735</u>	<u>1,882,081</u>
<b>EXPENDITURE ON:</b>					
<b>Raising funds</b>					
Investment management costs		(6,542)	(157,121)	(163,663)	(148,712)
<b>Charitable activities</b>					
Giving grants	5	(1,852,099)	-	(1,852,099)	(2,240,353)
<b>TOTAL</b>		<u>(1,858,641)</u>	<u>(157,121)</u>	<u>(2,015,762)</u>	<u>(2,389,065)</u>
Net gains on investments	11	205,689	5,068,393	5,274,082	784,474
<b>NET (EXPENDITURE)/INCOME</b>		<u>(1,560,817)</u>	<u>6,903,572</u>	<u>5,343,055</u>	<u>277,490</u>
Transfers between funds		5,326,334	(5,326,334)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<u>3,765,517</u>	<u>1,577,538</u>	<u>5,343,055</u>	<u>277,490</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward at 1 July 2016	15	3,984,483	50,607,907	54,592,390	54,314,900
<b>TOTAL FUNDS CARRIED FORWARD AT 30 JUNE 2017</b>	15	<u>7,750,000</u> =====	<u>52,185,445</u> =====	<u>59,935,445</u> =====	<u>54,592,390</u> =====

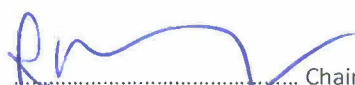
## HAMPTON FUEL ALLOTMENT CHARITY

## BALANCE SHEET

30 June 2018

	Notes	Unrestricted funds £	Endowment funds £	Total 2018 £	Total 2017 £
<b>FIXED ASSETS:</b>					
Tangible assets	10	577,812	-	577,812	586,000
Financial investments	11	8,532,819	51,830,847	60,363,666	57,668,683
Social investments					
- Concessionary loans	12	47,200	-	47,200	57,200
		<u>9,157,831</u>	<u>51,830,847</u>	<u>60,988,678</u>	<u>58,311,883</u>
<b>CURRENT ASSETS:</b>					
Debtors	13	504	118,089	118,593	122,861
Cash at bank and in hand		1,100,341	420,034	1,520,375	1,809,719
		<u>1,100,845</u>	<u>538,123</u>	<u>1,638,968</u>	<u>1,932,580</u>
<b>LIABILITIES:</b>					
Creditors: Amounts falling due within one year	14	(508,676)	(20,715)	(529,391)	(309,018)
		<u>592,169</u>	<u>517,408</u>	<u>1,109,577</u>	<u>1,623,562</u>
<b>NET CURRENT ASSETS</b>					
		<u>9,750,000</u>	<u>52,348,255</u>	<u>62,098,255</u>	<u>59,935,445</u>
<b>TOTAL NET ASSETS</b>					
		<u>9,750,000</u>	<u>52,348,255</u>	<u>62,098,255</u>	<u>59,935,445</u>
<b>THE FUNDS OF THE CHARITY:</b>					
<b>Endowment Funds</b>					
Permanent Endowment Fund	15	-	46,281,585	46,281,585	45,187,975
Unapplied Total Return Fund	15	-	6,066,670	6,066,670	6,997,470
<b>Unrestricted Income Funds</b>					
General Fund	15	8,000,000	-	8,000,000	6,000,000
Large Community Capital					
Project Fund	15	1,750,000	-	1,750,000	1,750,000
		<u>9,750,000</u>	<u>52,348,255</u>	<u>62,098,255</u>	<u>59,935,445</u>
<b>TOTAL CHARITY FUNDS</b>					
	15	<u>9,750,000</u>	<u>52,348,255</u>	<u>62,098,255</u>	<u>59,935,445</u>

The financial statements on pages 18 to 46 were approved by the Trustees and authorised for issue on 31 October 2018 and are signed on its behalf by:

  
 ..... Chairman  
 Mr Richard Montgomery

  
 ..... Chairman of the Finance and Investment Panel  
 Dr Martin Duffy

Date: 31 October 2018

## HAMPTON FUEL ALLOTMENT CHARITY

## BALANCE SHEET

30 June 2017

	Notes	Unrestricted funds £	Endowment funds £	Total 2017 £	Total 2016 £
<b>FIXED ASSETS:</b>					
Tangible assets	10	586,000	-	586,000	589,455
Financial investments	11	5,605,746	52,062,937	57,668,683	52,109,934
Social investments					
- Concessionary loans	12	57,200	-	57,200	79,200
		<u>6,248,946</u>	<u>52,062,937</u>	<u>58,311,883</u>	<u>52,778,589</u>
<b>CURRENT ASSETS:</b>					
Debtors	13	353	122,508	122,861	148,008
Cash at bank and in hand		1,809,719	-	1,809,719	2,038,107
		<u>1,810,072</u>	<u>122,508</u>	<u>1,932,580</u>	<u>2,186,115</u>
<b>LIABILITIES:</b>					
Creditors: Amounts falling due within one year	14	(309,018)	-	(309,018)	(372,314)
<b>NET CURRENT ASSETS</b>		<u>1,501,054</u>	<u>122,508</u>	<u>1,623,562</u>	<u>1,813,801</u>
<b>TOTAL NET ASSETS</b>		<u>7,750,000</u>	<u>52,185,445</u>	<u>59,935,445</u>	<u>54,592,390</u>
		=====	=====	=====	=====
<b>THE FUNDS OF THE CHARITY:</b>					
<b>Endowment Funds</b>					
Permanent Endowment Fund	15	-	45,187,975	45,187,975	44,006,876
Unapplied Total Return Fund	15	-	6,997,470	6,997,470	6,601,031
<b>Unrestricted Income Funds</b>					
General Fund	15	6,000,000	-	6,000,000	2,234,483
Large Community Capital					
Project Fund	15	1,750,000	-	1,750,000	1,750,000
<b>TOTAL CHARITY FUNDS</b>	15	<u>7,750,000</u>	<u>52,185,445</u>	<u>59,935,445</u>	<u>54,592,390</u>
		=====	=====	=====	=====

## HAMPTON FUEL ALLOTMENT CHARITY

STATEMENT OF CASH FLOWS  
for the year ended 30 June 2018

	Notes	2018 £	2017 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>			
Net cash used in operating activities	19	(2,172,075)	(2,062,185)
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>			
Dividends, interest and rents from investments		1,974,264	2,102,227
Purchase of property, plant and equipment		-	(5,763)
Proceeds from sale of investments		13,151,754	7,818,656
Purchase of investments		(13,253,287)	(8,103,323)
Repayments of concessionary loans		10,000	22,000
Net cash provided by investing activities		1,882,731	1,833,797
<b>Change in cash and cash equivalents in the reporting period</b>		<b>(289,344)</b>	<b>(228,388)</b>
Cash and cash equivalents at the beginning of the reporting period		1,809,719	2,038,107
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE REPORTING PERIOD</b>	20	<b>1,520,375</b> =====	<b>1,809,719</b> =====



## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 30 June 2018

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## 1. ACCOUNTING POLICIES

**Basis of accounting**

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and under the historical cost convention, except as modified for the annual revaluation of fixed asset investments.

Within the definitions of FRS 102, the Charity is a public benefit entity.

The financial statements have also been prepared in accordance with the accounting policies set out in more detail below, to comply with the Charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

The Charity has early adopted the Charities SORP (FRS 102) originally issued in July 2014, rather than applying the Charities 2005 SORP which has been withdrawn but is still referred to in the extant Charities (Accounts and Reports) Regulations 2008. This departure has been necessary for the financial statements to show a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice effective for accounting periods beginning on or after 1 January 2015.

**Going concern**

The Trustees have considered the future likely cash flows for the Charity covering a period of at least twelve months from the date of approval of these financial statements, and they are confident that sufficient funding is available to support the on-going activities of the Charity. The financial statements have therefore been prepared on a going concern basis.

**Income**

General donations and other similar types of voluntary income are brought into account when receivable and donated income is included gross of any attributable tax recoverable, where relevant. Donations given for specific purposes are treated as restricted income.

Investment income is accounted for on a receivable basis, once the dividend has been declared or the interest has been earned.

Income receivable from charitable activities is recognised as income when earned by the Charity.

**Expenditure**

All expenditure is accounted for on an accruals basis and is allocated to the Charity's principal activity where the costs can be identified as being directly related to that activity. All costs that cannot be identified as relating directly to the Charity's principal activity are categorised as either support costs or governance costs. Any costs that cannot be specifically categorised are allocated in proportions based upon a suitable ratio applicable to the nature of the cost involved.

## HAMPTON FUEL ALLOTMENT CHARITY

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**for the year ended 30 June 2018**

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**1. ACCOUNTING POLICIES (Continued)**

Grants payable are recognised in the period in which the approved offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised only when the conditions attaching to the award are fulfilled. Grants offered subject to conditions, which have not been met at the balance sheet date, are noted as a potential commitment, but are not treated as a liability.

**Tangible fixed assets**

All tangible assets purchased that have an expected useful economic life that exceeds one year are capitalised and classified as tangible fixed assets. Tangible fixed assets are stated at historical cost less depreciation. Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value over its expected useful life, as follows:

Long leasehold property	2% straight line
Fixtures, fittings and equipment	25% reducing balance

**Financial investments**

The Charity's investments are included in the balance sheet at fair value (their market value). The gains or losses arising upon their annual revaluation are included in the statement of financial activities.

**Social investments**

The Charity's social investments are comprised entirely of concessionary loans. Concessionary loans are initially recognised and measured at the amount loaned to the beneficiary involved, with the carrying amount adjusted in subsequent years to reflect repayments and any accrued interest that may be relevant. If there is objective evidence of impairment in relation to any concessionary loan, an impairment loss is immediately recognised in the statement of financial activities, and thereafter, a reversal of part or all of the impairment will be recognised through the statement of financial activities if the beneficiary's circumstances improve.

**Financial instruments**

A financial instrument is a contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial instruments are therefore classified and accounted for according to the substance of the contractual arrangement as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all of its liabilities.

**Financial assets and liabilities**

The Charity's debtors and creditors that meet the definition of either a financial asset or a financial liability are initially recognised at the transaction value and thereafter are stated at amortised cost using the effective interest method.

## HAMPTON FUEL ALLOTMENT CHARITY

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**for the year ended 30 June 2018**

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**1. ACCOUNTING POLICIES (Continued)****Pension contributions**

The Charity makes contributions into defined contribution pension schemes on behalf of certain employees. The assets of the schemes are held separately from those of the Charity in independently administered funds. The amount charged to the statement of financial activities in respect of pension costs is the total contributions payable for the year.

**Fund accounting**

The general fund comprises the accumulated surpluses of unrestricted income over expenditure, which are available for use in furtherance of the general objectives of the Charity.

Restricted funds are funds subject to specific conditions imposed by donors. The purpose and use of the restricted funds are set out in the notes to the financial statements. Amounts unspent at the year end are carried forward in the balance sheet.

The permanent endowment fund is a specific type of restricted fund, which cannot be spent as income. Instead, the funds must be held permanently to produce a return for the Charity.

The unapplied total return fund comprises that part of the total return on the Charity's permanent endowment investments which has not yet been allocated by the trustees to either the general fund or the permanent endowment fund. It can be carried forward if not needed or allocated to be spent as income or reinvested in the permanent endowment fund in a particular year.

**2. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY**

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and underlying assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

There were no specific judgements, estimates and assumptions that were critical to the preparation of these financial statements.

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

3.	<b>INCOME FROM GIVING GRANTS</b>	<b>2018</b>	<b>2017</b>
		£	£
	Service income received from The London Borough of Richmond upon Thames	8,195	6,615
		=====	=====
4.	<b>INCOME FROM INVESTMENTS</b>	<b>2018</b>	<b>2017</b>
		£	£
	Arising upon the Charity's listed investment portfolio:		
	Income from securities - UBS portfolio	985,341	1,124,235
	Income from unit trusts - Rathbones portfolio	971,091	949,230
		1,956,432	2,073,465
	Arising upon cash held:		
	Compensation	-	200
	Interest on cash deposits	2,427	4,455
		1,958,859	2,078,120
		=====	=====
5.	<b>EXPENDITURE ON GIVING GRANTS</b>	<b>2018</b>	<b>2017</b>
		£	£
	Grants payable (note 6)	1,981,528	1,617,491
	Support and governance costs (note 8)	233,170	234,608
		2,214,698	1,852,099
		=====	=====
6.	<b>GRANTS PAYABLE</b>	<b>2018</b>	<b>2017</b>
		£	£
	Grants awarded in the year (note 7)	1,947,828	1,695,741
	Conditional grants awarded in previous years where conditions fulfilled or amounts paid in current or future years (note 17)	206,000	188,950
		2,153,828	1,884,691
	Conditional grants awarded in the year where conditions not yet fulfilled or amounts paid (note 17)	(172,300)	(267,200)
		1,981,528	1,617,491
		=====	=====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

7. GRANTS AWARDED IN THE YEAR	2018 £	2017 £
Grants to support individuals in need:		
Fuel grants – 1,512 grants (2016/17: 1,535)	730,350	733,832
Fuel grant refunds	(5,627)	(6,152)
Essential equipment and furniture	28,642	31,625
Careline telephone equipment – 55 units (2016/17: 59 units)	7,080	4,856
School Journey grants	3,453	2,780
Disability Grants	480	-
	<u>764,378</u>	<u>766,941</u>
Grants to hospitals and hospices	22,400	20,000
Grants to organisations supporting those with disabilities and additional needs	212,200	200,400
Grants for social welfare:		
Older people	236,900	151,700
Children and young people	126,200	112,700
Arts, leisure, sports and recreation	12,300	7,500
Carers	89,500	83,000
Other	391,950	300,200
	<u>856,850</u>	<u>655,100</u>
Grants to organisations providing additional educational support	17,000	16,000
Grants to organisations engaged in community activities	75,000	37,300
	<u>1,947,828</u>	<u>1,695,741</u>
	=====	=====

See note 16 for a more detailed analysis of general grants awarded during the year.



## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

8.	SUPPORT AND GOVERNANCE COSTS	Support costs £	Governance costs £	Total 2018 £	Total 2017 £
	Staff costs (note 9) (91%:9%)	129,023	12,760	141,783	131,061
	Ground rent, rates, light, heat, and repairs	3,779	-	3,779	4,711
	Insurance	1,978	-	1,978	1,980
	Stationery, postage, telephone, travelling and sundry	18,461	-	18,461	17,611
	Accountancy fees	43,200	-	43,200	43,200
	Auditor's remuneration:				
	Auditor's fees for audit services	-	9,780	9,780	9,365
	Investment advisory services	-	-	-	7,200
	Legal and professional fees	6,001	-	6,001	10,262
	Depreciation	8,188	-	8,188	9,218
		<u>210,630</u>	<u>22,540</u>	<u>233,170</u>	<u>234,608</u>
		=====	=====	=====	=====
9.	STAFF COSTS			2018	2017
				No.	No.
	The average monthly number of employees (excluding Trustees) during the year was:				
	Office and administration			3	4
				===	===
				£	£
	Staff costs for the above persons:				
	Wages and salaries			121,715	112,410
	Social security costs			13,855	10,642
	Staff pension costs			5,672	6,754
	Staff recruitment costs			541	1,255
				<u>141,783</u>	<u>131,061</u>
				=====	=====

During the year, one employee received total emoluments of between £60,001 and £70,000 (2016/17: one). In respect of that employee, total pension contributions payable during the year amounted to £3,173 (2016/17: £3,080).

The total amount of employee benefits, including employer's national insurance contributions, received by key management personnel for their services to the Charity amounted to £122,379 (2016/17: £115,599).

The Trustees received no remuneration (2016/17: £Nil) for their services provided to the Charity and did not claim for any expenses incurred on behalf of the Charity during the current or previous year. Other than in respect of the Trustees, the Charity is not reliant upon the contribution of volunteers.

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

10. TANGIBLE FIXED ASSETS	Freehold land £	Long leasehold property £	Fixtures, fittings and equipment £	TOTAL £
Cost:				
1 July 2017 and 30 June 2018	461,282	254,866	91,554	807,702
Depreciation:				
1 July 2017	-	142,511	79,191	221,702
Charged in the year	-	5,097	3,091	8,188
30 June 2018	-	147,608	82,282	229,890
Net book value:				
30 June 2018	461,282	107,258	9,272	577,812
	=====			=====
30 June 2017	461,282	112,355	12,363	586,000
	=====			=====

The long leasehold property represents the Charity's office at 15 High Street, Hampton.

The Charity is the legal owner of the freehold land on which building projects have been undertaken. Grant funding to cover the costs of the building projects was included in charitable expenditure in the years in which the expenditure was incurred. Details of the land and the recipients of the grants are as follows:

Land	Recipient of grant	£
Land at School Road, Hampton Hill	Hampton and Hampton Hill Community Care Group	235,973
Land at Oak Avenue, Hampton	Richmond upon Thames Churches Housing Trust	165,309
Land at Princes Road, Teddington	Richmond upon Thames Churches Housing Trust	60,000
		461,282
		=====

In each case, the recipients of the grants also benefit on a continuing basis from operating rent free in these properties. The property values are historic values.

## HAMPTON FUEL ALLOTMENT CHARITY

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**for the year ended 30 June 2018**

**10. TANGIBLE FIXED ASSETS (Continued)**

Below is a table listing all the Charity's property interests:

<b>LEGAL OWNER OF FREEHOLD LAND AND PROPERTIES</b>
<p><b>1. The Greenwood Centre, Hampton Hill</b>  The property is leased rent free to Hampton and Hampton Hill Community Care Group. It is a 99-year lease commencing 25 March 1991. (Land Registry Title Numbers: TGL57123 and MX248483)</p>
<p><b>2. Oak Avenue/Maple Close, Hampton</b>  There are 8 bungalows on the site. The properties are leased rent free to Richmond upon Thames Churches Housing Trust for 99 years, commencing 23 May 1991. Richmond upon Thames Churches Housing Trust is now part of Paragon Asra Housing. (Land Registry Title Number TGL61517)</p>
<p><b>3. 44 and 46 Princes Road/Branksome Close Teddington</b>  There are 4 one-bedroom homes for disabled people. The properties are leased rent free to Richmond upon Thames Churches Housing Trust for 99 years, commencing 29 September 1996. Richmond upon Thames Churches Housing Trust is now part of Paragon Asra Housing.  Land Registry Title Number MX101444 (44 Princes Road)  Land Registry Title Number SGL168336 (46 Princes Road)</p>
<b>LEASEHOLD</b>
<p><b>4. Office at 15 High Street, Hampton, TW12 2SA</b>  999-year lease from 29 September 1988.</p>
<b>ADDITIONAL PROPERTY INTERESTS</b>
<p><b>5. The White House, The Avenue, Hampton</b>  The Charity provided a grant of £1.29 million to fund the construction of a community centre. There is a long-term lease between the Trustees of Hampton on Thames Community Association and the local authority, who are the owners of the land. The lease is for 125 years from 15 January 1993. In the event that the building closes or is used for non-community use, the Charity is entitled to compensation. Details are set out in the Deed between the Charity and the local authority.</p>

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

## 10. TANGIBLE FIXED ASSETS (Continued)

<b>ADDITIONAL PROPERTY INTERESTS</b>
<p><b>6. Property at 20 Seymour Road, Hampton Wick</b> In 1991, the Charity provided a grant of £220,500 to Richmond upon Thames Churches Housing Trust (now part of Paragon Asra Housing) to convert a property into 4 self-contained flats for highly vulnerable people. If the current property is sold or is used outside the purposes for which the grant was made (i.e. support for highly vulnerable people), the Charity is entitled to the original grant or 55% of the sale, whichever is greater. A restriction has been placed on the property and the intention is to place a charge on the property.</p>
<p><b>7. All Weather Sports Pitch at Hampton Academy</b> Funding of £375,000 was provided to the local authority for an all-weather sports pitch for the then Rectory School Hampton. The funding is repayable if the covenants are broken within 60 years. Updated Trust Deed dated 19 August 2010, expiry date 30 April 2051.</p>
<p><b>8. Property at 26 The Green, Twickenham</b> Funding of £100,000 was provided in 1997 to Richmond-Upon-Thames Welcare, later transferred to Southwark Diocesan Welcare. There is a charge on the property in favour of the Charity. If the property is sold within 25 years, the Charity is to receive five elevenths of the proceeds of the sale.</p>
<p><b>9. United Reformed Church, Hampton Hill</b> Grant award of £290,000 for community centre. Agreement between the Charity and the United Reformed Church (Southern Province) Trust Ltd dated 9 February 1996. The Agreement states that if the church ceases to occupy the building or it is no longer used for community use, the grant is to be repaid, reducing £5,000 for each year that the community centre has been used by the church.</p>
<p><b>10. Metropolitan Water Board Club and Institute, 3 Ashley Road, Hampton</b> Grant awarded to Metropolitan Water Board Club of £120,000 for major refurbishment work. If the owner closes and/or sells the property, the grant is to be repaid. Agreement dated 27 February 2006. There is a charge on the property dated 25 June 2008 in favour of the Charity. (Title Number SGL222598)</p>
<p><b>11. Teddington Watersports Centre (formerly Royal Canoe Club)</b> A loan of £50,000 was awarded in 2007 repayable over 10 years. There is a legal charge on the property dated 16 August 2008 in favour of the Charity. The loan was repaid in full on 16 August 2017.</p>

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

## 10. TANGIBLE FIXED ASSETS (Continued)

ADDITIONAL PROPERTY INTERESTS
<p><b>12. Twickenham Rowing Club</b> A loan of £50,000 was awarded in 2011, repayable over 10 years. The loan is expected to be repaid by January 2022. There is a legal charge on the property in favour of the Charity. As at 30 June 2018, the amount outstanding is £20,000. (Title Number TGL350781)</p>
<p><b>13. YMCA St. Paul's Group (formerly YMCA London South West)</b> An interest free loan of £34,200 was approved by the Trustees in October 2015, to be repaid over 5 years. The loan is towards refurbishing the flat at the White House Community Centre. There is a signed undertaking to confirm the timing and repayments to be made. The loan is expected to be repaid by June 2021. As at 30 June 2018, the amount outstanding is £27,200.</p>

11. FINANCIAL INVESTMENTS	2018 £	2017 £
Investment listed on a recognised stock exchange at market value:		
Market value at 1 July 2017	57,668,683	52,109,934
Purchases at cost	13,253,287	8,103,323
Sale proceeds	(13,151,754)	(7,818,656)
Realised gains on investments in the year	153,998	279,263
Unrealised gains on investments in the year	2,439,452	4,994,819
Market value at 30 June 2018	60,363,666 =====	57,668,683 =====
At the balance sheet date, the market value of the portfolio comprised:		
UK investments	56,774,546	57,668,683
Overseas investments	3,589,120	-
	60,363,666 =====	57,668,683 =====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

11.	FINANCIAL INVESTMENTS (Continued)	2018 £	2017 £
	At the balance sheet date, the market value of the portfolio comprised:		
	Unit trust funds	34,324,297	32,499,232
	Equities	24,999,078	21,264,320
	Sterling bonds	-	3,905,131
	Money Market deposits	1,040,291	-
		<u>60,363,666</u>	<u>57,668,683</u>
		=====	=====

The historical cost of investments at the balance sheet date was £53,710,146 (30 June 2017: £52,504,150).

Individual holdings representing more than 5% of the market value of the portfolio at the balance sheet date are as follows:

	2018 £	2017 £
Rathbone Active Income & Growth Units – 23,510,438.000 units (30 June 2017: 21,812,848.000 units)	31,212,457	27,135,518
The Charities Property Fund Income Units – 2,419,405,564 units (30 June 2017: 4,498,096.886 units)	3,111,839	5,363,713
	=====	=====

12.	SOCIAL INVESTMENTS	2018 £	2017 £
	Concessionary loans:		
	Interest free loans	47,200	57,200
		=====	=====

Included in interest free loans are amounts falling due after more than one year of £35,200 (30 June 2017: £40,200).

13.	DEBTORS	2018 £	2017 £
	Other debtors	15,077	4,082
	Prepayments	504	353
	Accrued income	103,012	118,426
		<u>118,593</u>	<u>122,861</u>
		=====	=====



## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

14.	CREDITORS	2018 £	2017 £
	Social security and taxation	6,557	5,653
	Pension contributions payable	974	902
	Accruals	521,860	302,463
		<u>529,391</u>	<u>309,018</u>
		=====	=====

**Commitments**

The Trustees have authorised certain grants and loans which are subject to the recipient fulfilling specific conditions. The total amount authorised, but not accrued as expenditure at 30 June 2018, was £232,300 (30 June 2017: £267,200). Full details are given in note 17.

## 15. THE FUNDS OF THE CHARITY

	1 July 2017 £	Income £	Expenditure £	Gains on investments £	Transfers between funds £	30 June 2018 £
<b>Endowment Funds:</b>						
Permanent Endowment Fund	45,187,975	-	-	-	1,093,610	46,281,585
Unapplied Total Return Fund	6,997,470	1,766,266	(165,931)	2,341,367	(4,872,502)	6,066,670
	<u>52,185,445</u>	<u>1,766,266</u>	<u>(165,931)</u>	<u>2,341,367</u>	<u>(3,778,892)</u>	<u>52,348,255</u>
<b>Unrestricted Income Funds:</b>						
General Fund	6,000,000	201,588	(2,232,563)	252,083	3,778,892	8,000,000
Large Community Capital Project Fund	1,750,000	-	-	-	-	1,750,000
	<u>7,750,000</u>	<u>201,588</u>	<u>(2,232,563)</u>	<u>252,083</u>	<u>3,778,892</u>	<u>9,750,000</u>
	<u>59,935,445</u>	<u>1,967,854</u>	<u>(2,398,494)</u>	<u>2,593,450</u>	<u>-</u>	<u>62,098,255</u>
	=====	=====	=====	=====	=====	=====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

## 15. THE FUNDS OF THE CHARITY (Continued)

	1 July 2016 £	Income £	Expenditure £	Gains on investments £	Transfers between funds £	30 June 2017 £
<b>Endowment Funds:</b>						
Permanent Endowment Fund	44,006,876	-	-	-	1,181,099	45,187,975
Unapplied Total Return Fund	6,601,031	1,992,600	(157,121)	5,068,393	(6,507,433)	6,997,470
	<u>50,607,907</u>	<u>1,992,600</u>	<u>(157,121)</u>	<u>5,068,393</u>	<u>(5,326,334)</u>	<u>52,185,445</u>
<b>Unrestricted Income Funds:</b>						
General Fund	2,234,483	92,135	(1,858,641)	205,689	5,326,334	6,000,000
Large Community Capital Project Fund	1,750,000	-	-	-	-	1,750,000
	<u>3,984,483</u>	<u>92,135</u>	<u>(1,858,641)</u>	<u>205,689</u>	<u>5,326,334</u>	<u>7,750,000</u>
	<u>54,592,390</u>	<u>2,084,735</u>	<u>(2,015,762)</u>	<u>5,274,082</u>	<u>-</u>	<u>59,935,445</u>
	=====	=====	=====	=====	=====	=====

The Permanent Endowment Fund was established in 1988 when the Charity disposed of the freehold land granted following the 1811 Enclosure Act. As a permanent endowment fund, the assets cannot be directly applied to cover charitable expenditure, but income derived therefrom can be treated as unrestricted at the discretion of the Trustees and can then be used in accordance with the charitable objects. Under the powers granted to them by section 104A(2) of the Charities Act 2011, the Trustees have adopted a Total Return approach to the management of the Permanent Endowment Fund. Included within the Permanent Endowment Fund are net unrealised gains arising on the revaluation of investments totalling £5,101,338 (30 June 2016: net unrealised gains of £4,046,928).

For the year ended 30 June 2018, the Trustees took the decision to transfer £1,093,610 (2016/17: £1,181,099) from the Unapplied Total Return Fund to the Permanent Endowment Fund.

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

## 15. THE FUNDS OF THE CHARITY (Continued)

The Unapplied Total Return Fund comprises that part of the total return on the Charity's permanent endowment investments which has not yet been allocated by the Trustees to either the General Fund or the Permanent Endowment Fund. It can be carried forward if not needed or allocated to be spent as income or reinvested in the Permanent Endowment Fund in a particular year. Included within the Unapplied Total Return Fund are net unrealised gains arising on the revaluation of investments totalling £642,728 (30 June 2017: net unrealised gains of £615,612).

For the year ended 30 June 2018, the Trustees took the decision to transfer £3,778,892 (2016/17: £5,326,334) from the Unapplied Total Return Fund to the General Fund.

The General Fund comprises those funds which the Trustees are free to use in accordance with the charitable objectives. Included within the General Fund are net unrealised gains arising on the revaluation of investments totalling £909,454 (30 June 2017: net unrealised gains of £501,993).

The designated Large Community Capital Project Fund ("LCCP") was set-up with effect from 30 June 2016. The LCCP is intended to be used to support capital projects for the benefit of the local community, such as the construction of community centres and 'homes for life'.

16. GRANTS AWARDED IN THE YEAR	2018 £
<b>Hospitals and Hospices</b>	
POD CHARITABLE TRUST Towards the costs for 24 shows at West Middlesex Hospital and 24 shows at Kingston Hospital to benefit about 480 children	2,400
PRINCESS ALICE HOSPICE Towards the Enhanced Support Service to benefit around 28 people in our area of benefit	20,000
<b>Total Awarded for Hospitals and Hospices</b>	<b>22,400</b> =====
<b>Disabilities and Additional Needs</b>	
INTEGRATED NEUROLOGICAL SERVICES Contribution towards the full-time Speech and Language Therapy Worker, support costs and contribution to overheads	25,000
ME TOO & CO Post of Development Manager to support the work of the charity	15,000
OTAKAR KRAUS MUSIC TRUST The cost of 36 music therapy sessions at Homelink Day Respite Care Centre to benefit 36 elderly people with dementia	4,600

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

16.	GRANTS AWARDED IN THE YEAR (Continued)	2018 £
	OTAKAR KRAUS MUSIC TRUST Contribution towards two days of music school enabling reduced fees for around 18 students (£7.50 per student each session) and 6 students from low income families to receive a full bursary	12,600
	RICHMOND ADVICE & INFORMATION ON DISABILITY (RAID) The salary and running costs for a part-time Money Advisor (16 hours) and associated costs	15,000
	RICHMOND ADVICE & INFORMATION ON DISABILITY (RAID) Disability Peer Network project to support 80+ disabled adults to engage in social activities to reduce loneliness and improve well-being	12,000
	RICHMOND MENCAP Towards the Holiday Opportunities Programme, Something To Say Theatre Group and the Better Together Group	12,000
	RICHMOND MENCAP Towards the salary for a Project Worker (18 hours) and a contribution towards overheads and management supervision	22,000
	RICHMOND USERS INDEPENDENT LIVING SCHEME (RUILS) Towards the salaries and running costs for the two part-time Family Support Workers, who will provide 1-1 casework support and advice sessions to 50 families, and workshops and peer support to approximately 85 parents	28,000
	RICHMOND USERS INDEPENDENT LIVING SCHEME (RUILS) Toward SEN advisor salary and some associated costs to work with about 110 families in our area of benefit	30,000
	SOUTH WEST LONDON STROKE CLUB – MOVING ON Contribution towards the salary of the Stroke Club Manager, supporting over 40 people who have suffered a stroke	8,000
	THE MULBERRY CENTRE Towards an IT-infrastructure update	8,000
	THE MULBERRY CENTRE Contribution towards reconfiguration of premises to improve space and facilities for beneficiaries and staff	20,000
	<b>Total Awarded for Disabilities and Additional Needs</b>	<b>212,200</b> =====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

16.	GRANTS AWARDED IN THE YEAR (Continued)	2018 £
	<b>Older People</b>	
	AGE UK RICHMOND UPON THAMES Funding for a new full-time Caseworker to provide in-depth support and case work to about 275 older people with complex needs	36,200
	AGE UK RICHMOND UPON THAMES Contribution towards the Information & Advice Services supporting 1,000 people and the Handy Person Scheme to support 800 people	50,000
	AGE UK RICHMOND UPON THAMES Towards salaries, volunteer expenses and activity costs to encourage men to access services/activities and reduce isolation	20,000
	CHURCHES TOGETHER IN TEDDINGTON Towards Christmas Dinner for elderly and lonely people	700
	CONNAUGHT OPERA The cost of 10 concerts in care homes and community centres in our area of benefit	3,500
	EMBRACING AGE Contribution towards two staff salaries to provide a befriending service to improve quality of life to at least 75 older people in care homes in our area of benefit	9,000
	HAMPTON & HAMPTON HILL VOLUNTARY CARE GROUP Towards the salaries for the Chief Executive and Project Support Worker	35,000
	KINGSTON HOSPITAL CHARITY Towards the refurbishment of Blyth and Kennet Wards so that they are dementia friendly	50,000
	SILVERFIT LTD Supporting the Silver Wednesdays activities for older people at Whitton Community Centre, promoting fitness and well-being (2 instructors' fees, project management costs and rent)	8,000
	TEDDINGTON OLD PEOPLE'S WELFARE ASSOCIATION (ELLERAY HALL) The salary of the Activity Organiser and running costs for social activities, supporting over 200 elderly people, reducing isolation and improving well-being	20,000
	WHITTON NETWORK Contribution towards the Co-ordinator's salary to support around 100 elderly people to live independently and to reduce isolation	4,500
	<b>Total Awarded for Older People</b>	<b>236,900</b> =====



## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

16.	<b>GRANTS AWARDED IN THE YEAR (Continued)</b>	<b>2018</b> £
	<b>Children and Young People</b>	
	3RD HAMPTON SCOUT GROUP Contribution towards kitchen extension and refurbishment of kitchen	10,000
	KICK LONDON 1-1 mentoring service to Hampton Junior School and St Mary's CE Primary School to benefit 40 children	16,000
	LONDON WILDLIFE TRUST Towards the salary of the Project Worker (2 days) who will deliver a programme to provide opportunities for young people	9,200
	MARBLE HILL PLAYCENTRES Towards salaries and running costs to enable families and their children to enjoy the Playcentres (December to April 2017/18)	10,000
	MARBLE HILL PLAYCENTRES A contribution towards the Manager's salary	10,000
	MTV YOUTH HAMPTON Towards salaries for the Senior Youth Worker (Mentoring Lead 20 Hours), Senior Youth Worker (Programme Lead 12 Hours) and Youth Worker (Support 6 hours)	24,000
	OFF THE RECORD (TWICKENHAM) Towards salary and running costs for the counselling and information services at Church Street - this will enable 44 young people to each receive around 6 counselling sessions and for approximately 133 young people to utilise 1.5 drop-in sessions	18,000
	PCC ST RICHARD'S CHURCH, HANWORTH Towards the salary for the Children and Families Outreach Worker, supporting about 46 people in our area of benefit	4,000
	RICHMOND MUSIC TRUST To support the charity's scheme for subsidised music lessons for around 100 children from families on low income living in our area of benefit	25,000
	<b>Total Awarded for Children and Young People</b>	<b>126,200</b> =====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

16.	<b>GRANTS AWARDED IN THE YEAR (Continued)</b>	<b>2018</b> £
	<b>Arts, Leisure, Sports and Recreation</b>	
	RIVER THAMES BOAT PROJECT Contribution towards the cost of about 20 trips for charities, community groups and vulnerable individuals in our area to benefit - benefitting around 240 people	9,300
	RICHMOND UPON THAMES PERFORMING ARTS FESTIVAL Contribution towards the costs for the 2017 Annual Arts Festival and events in our area of benefit	3,000
	<b>Total Awarded for Arts, Leisure, Sports and Recreation</b>	<b>12,300</b> =====
	<b>Carers</b>	
	RICHMOND CARERS CENTRE Contribution towards the salary and associated running costs for the part-time Carers Support Worker	11,400
	RICHMOND UPON THAMES CROSSROADS CARE A contribution towards the costs of the Saturday Club in Hampton for young carers with special needs and disabilities (£15,000) and support for 48 carers from our area of benefit (£21,000)	36,000
	RICHMOND UPON THAMES CROSSROADS CARE Project to support the health and care needs of 80 male carers through social activities, advice and information, group work and training	12,500
	RICHMOND UPON THAMES CROSSROADS CARE Additional respite hours to support up to 18 carers and a Carers Cafe twice a month at Hampton Hill United Reformed Church	29,600
	<b>Total Awarded for Carers</b>	<b>89,500</b> =====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

16.	GRANTS AWARDED IN THE YEAR (Continued)	2018 £
	<b>Other</b>	
	ADDICTION SUPPORT AND CARE AGENCY (ASCA) Towards new kitchen and refurbishment works; and two new cloakroom facilities	10,000
	ADDICTION SUPPORT AND CARE AGENCY (ASCA) Towards the salary for the Services Manager in Richmond for 2017/18, supporting around 110 people with an addiction problem from our area of benefit	12,300
	ART & SOUL Contribution towards the 'Kaleidoscope' project that will directly benefit up to 80 people with mental health issues through Art and will also raise awareness of mental health issues through the Art exhibition and outreach work	8,000
	ETHNIC MINORITIES ADVOCACY GROUP (EMAG) Towards the salary and running costs for the Project Worker	12,000
	HOME-START RICHMOND UPON THAMES Towards the salaries for two Co-ordinators and core costs from 1 October 2017 (12 months' funding) supporting at least 35 families in our area of benefit	35,000
	LEARN ENGLISH AT HOME Towards the salary for the part-time Richmond Co-ordinator post, associated running costs and group class supporting at least 25 students in our area of benefit to improve English speaking skills, confidence, access to services and reducing isolation	12,000
	LEARN ENGLISH AT HOME A weekly literacy class during term time to benefit 8 ethnic minority adults from our area of benefit	6,500
	OFF THE RECORD (TWICKENHAM) Salary of Accounts Assistant (4 hours per week) to assist the existing team in managing an increasingly complex financial reporting system	3,100
	OFF THE RECORD (TWICKENHAM) An additional evening satellite service in the Greenwood Centre that will provide a counselling service to young people in the Hampton and Hampton Hill area for 3 hours per week providing about 95 counselling sessions over the year	7,000
	RELATE – LONDON SW Towards counselling fees for couples and families on low income in our area of benefit (Hamptons, Twickenham, Teddington and Whitton)	10,000

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

16.	GRANTS AWARDED IN THE YEAR (Continued)	2018 £
	RICHMOND AND KINGSTON ACCESSIBLE TRANSPORT Contribution towards the salaries of the Chief Executive Officer, Operations Manager and Administrator	12,000
	RICHMOND AND KINGSTON ACCESSIBLE TRANSPORT Towards the purchase of a new accessible minibus	35,000
	RICHMOND BOROUGH MIND Contribution towards the salaries of the Volunteer Co-ordinator, Peer Network Manager and Operations Manager	40,600
	RICHMOND CITIZENS ADVICE BUREAU SERVICE Towards refurbishment costs of new premises	20,000
	RICHMOND CITIZENS ADVICE BUREAU SERVICE To cover the full costs of the outreach service at the White House (3 days) and a contribution to the staffing costs and rent for the Twickenham Office - this will support information, advice and casework for about 1,860 people in our area of benefit	60,000
	RICHMOND EAL FRIENDSHIP GROUP CENTRE LTD Towards two staff salaries and rent, enabling around 40 women from diverse ethnic backgrounds to attend English classes to improve language and life skills, access services and reduce isolation	7,500
	ROOM FOR WORK Towards 3 work programmes to support 75 people seeking employment	10,000
	SOUTH WEST LONDON ENVIRONMENTNETWORK (SWLEN) Towards Co-ordinator's salary to support 70 household visits over two years	6,250
	SPEAR HOUSING ASSOCIATION LTD Towards 2 salaries and associated costs to support skills development training for homeless people and to support volunteers who contribute to the work of the charity	40,000
	STILL BUILDING BRIDGES Peer support and social activities for people living with mental health issues	1,500
	THE VINEYARD COMMUNITY CENTRE Contribution towards the salary for the full-time Executive Director	23,200

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

16.	<b>GRANTS AWARDED IN THE YEAR (Continued)</b>	<b>2018</b>
		£
	TW MONEY ADVICE SERVICE (TWMAS) Contribution towards part-time Debt Advice Worker/Centre Manager	7,500
	YMCA LONDON SOUTH WEST Towards the salary of the part-time Health and Wellbeing Co-ordinator to increase participation in health and well-being activities at the White House Community Centre	12,500
	<b>Total Awarded for Other</b>	<b>391,950</b> =====
	<b>Education</b>	
	LVA TRUST Small groups and mentoring programme for vulnerable young people in Hampton High & Twickenham Academy to develop self-esteem and resilience and learn about healthy relationships	5,000
	ORANGE TREE THEATRE Contribution towards the cost of the workshops in schools within our area of benefit	12,000
	<b>Total Awarded for Education</b>	<b>17,000</b> =====
	<b>Community Activities</b>	
	LINDEN HALL COMMUNITY CENTRE LTD The salary for the Service Development Manager and associated costs	20,000
	ST FRANCIS DE SALES Towards cost of kitchen refurbishment	10,000
	YMCA LONDON SOUTH WEST Towards the salary of the Centre Service Manager and other staff costs	45,000
	<b>Total Awarded for Community Activities</b>	<b>75,000</b> =====



## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

17.	GRANT AND LOAN COMMITMENTS	Outstanding at 30 June 2017 £	Unspent £	Payable during the year £	Outstanding at 30 June 2018 £
	<b>Grants awarded in prior years:</b>				
	Hampton Hill United Reform Church	50,000	-	(50,000)	-
	Richmond upon Thames College	1,200	(1,200)	-	-
	PCC St Richard's Church, Hanworth	50,000	-	-	50,000
	Richmond Homes and Lifestyle Trust	22,500	-	(22,500)	-
	Age UK Richmond upon Thames	50,000	-	(50,000)	-
	Off The Record (Twickenham)	12,000	-	(12,000)	-
	Mid Mediation & Counselling Ltd	10,000	-	(10,000)	-
	Richmond Borough Mind	32,500	-	(32,500)	-
	Richmond Borough Mind	25,000	-	(25,000)	-
	Carlisle Infant School	4,000	-	(4,000)	-
	YMCA London South West	10,000	-	-	10,000
		<u>267,200</u>	<u>(1,200)</u>	<u>(206,000)</u>	<u>60,000</u>
		=====	=====	=====	
	<b>Awarded during the year ended 30 June 2018 £</b>				
	<b>Grants awarded in the current year:</b>				
	Addiction Support and Care Agency (ASCA)	10,000	-	-	10,000
	YMCA London South West	12,500	-	-	12,500
	St. Francis de Sales	10,000	-	-	10,000
	TW Money Advice Service	7,500	-	-	7,500
	Kingston Hospital Charity	50,000	-	-	50,000
	Richmond and Kingston Accessible Transport	35,000	-	-	35,000
	Off The Record (Twickenham)	3,100	-	-	3,100
	Age UK Richmond upon Thames	36,200	-	-	36,200
	The Mulberry Centre	8,000	-	-	8,000
		<u>172,300</u>	<u>-</u>	<u>-</u>	<u>172,300</u>
		=====	=====	=====	
	<b>Total grants outstanding at 30 June 2018</b>				<u>232,300</u>
					=====

Outstanding grant payments are subject to terms and conditions that have not yet been met.

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

## 18. RELATED PARTY TRANSACTIONS

All of the Charity's Trustees are drawn from the London Borough of Richmond upon Thames. Many are very active in the community and bring valuable knowledge and information to the Charity's deliberations. When the possibility of awarding a grant to an organisation with which they or their family are connected is being considered, the Trustee concerned declares an interest and if present at the meeting, will leave the room before any discussion takes place and a final decision is made.

During the year, the Trustees awarded the following 7 grants totalling £117,000 (2016/17: 6 grants totalling £92,000) to organisations of which the following Trustees, or their close families, may be regarded as related parties at the time of the decision:

	£
Home-Start Richmond Upon Thames <i>Victoria Reid</i>	35,000
Learn English at Home <i>Victoria Reid</i>	6,500
TW Money Advice Service (TWMAS) <i>Martin Duffy</i>	7,500
Kick London <i>Revd Ben Lovell</i>	16,000
MTV Youth Hampton <i>Revd Ben Lovell</i>	24,000
The Mulberry Centre <i>David Meggitt</i>	8,000
Princess Alice Hospice <i>Paula Williams</i>	20,000
	<u>117,000</u>
	=====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2018

19.	<b>RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES</b>	<b>2018</b> £	<b>2017</b> £
	<b>NET INCOME FOR THE REPORTING PERIOD</b>	2,162,810	5,343,055
	Adjustments for:		
	Dividends, interest and rents from investments	(1,958,859)	(2,078,120)
	Net gains on investments	(2,593,450)	(5,274,082)
	Depreciation charges	8,188	9,218
	(Increase)/decrease in debtors	(11,137)	1,040
	Increase/(decrease) in creditors	220,373	(63,296)
	<b>NET CASH USED IN OPERATING ACTIVITIES</b>	<b>(2,172,075)</b> =====	<b>(2,062,185)</b> =====
20.	<b>ANALYSIS OF CASH AND CASH EQUIVALENTS</b>	<b>2018</b> £	<b>2017</b> £
	Cash at bank and in hand	1,520,375 =====	1,809,719 =====
21.	<b>FINANCIAL INSTRUMENTS</b>	<b>2018</b> £	<b>2017</b> £
	Carrying amount of financial assets:		
	Equity instruments measured at fair value	60,363,666 =====	57,668,683 =====
	Debt instruments measured at amortised cost	165,289 =====	179,708 =====
	Carrying amount of financial liabilities:		
	Measured at amortised cost	521,859 =====	302,463 =====

## HAMPTON FUEL ALLOTMENT CHARITY

FINANCIAL STATEMENTS  
for the year ended 30 June 2018ACCOUNTANT'S REPORT TO THE BOARD OF TRUSTEES OF HAMPTON FUEL ALLOTMENT CHARITY ON THE  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018

In order to assist you to fulfil your duties under Charities Act 2011 and regulations thereunder, we prepared for your approval the financial statements of Hampton Fuel Allotment Charity which comprise the Statements of Financial Activities, the Balance Sheet, the Statement of Cash Flows and the related notes as set out on pages 18 to 46 in accordance with the financial reporting framework set out therein from the Charity's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance>.

This report is made solely to the Board of Trustees of Hampton Fuel Allotment Charity, as a body, in accordance with the terms of our engagement letter dated 21 May 2018. Our work has been undertaken solely to prepare for your approval the financial statements of Hampton Fuel Allotment Charity and state those matters that we have agreed to state to you in accordance with ICAEW Technical Release 08/16 AAF as detailed at [icaew.com/compilation](http://icaew.com/compilation). This report should not therefore be regarded as suitable to be used or relied on by any other party wishing to acquire any rights against RSM UK Tax and Accounting Limited for any purpose or in any context. Any party other than the Board of Trustees, which obtains access to this report or a copy and chooses to rely on this report (or any part of it) will do so at its own risk. To the fullest extent permitted by law, RSM UK Tax and Accounting Limited will accept no responsibility or liability in respect of this report to any other party and shall not be liable for any loss, damage or expense of whatsoever nature which is caused by any person's reliance on representations in this report.

It is your duty to ensure that Hampton Fuel Allotment Charity has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and net movement in funds of Hampton Fuel Allotment Charity under the Charities Act 2011 and regulations thereunder.

We have not been instructed to carry out an audit or a review of the financial statements of Hampton Fuel Allotment Charity. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the financial statements.

*RSM UK Tax and Accounting Limited*

RSM UK Tax and Accounting Limited  
Chartered Accountants  
Third Floor, One London Square  
Cross Lanes  
Guildford  
Surrey GU1 1UN

Date: *27 December* 2018