

Charity number: 211756

**HAMPTON FUEL ALLOTMENT CHARITY**

**ANNUAL REPORT**

**30 JUNE 2020**



Hampton Fund is the working name for Hampton Fuel Allotment Charity (Registration No.211756)

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**HAMPTON FUEL ALLOTMENT CHARITY****ANNUAL REPORT  
for the year ended 30 June 2020**

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## HAMPTON FUEL ALLOTMENT CHARITY

### THE CHAIRMAN'S REPORT for the year ended 30 June 2020

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Not the year I had in mind! I'm sure you've said that yourself. It is certainly true in this, my first year as Chair of Hampton Fund. As it is my first year, I record here my thanks and praise for my predecessor, Richard Montgomery.

Richard has been a Trustee for nearly ten years now and in that time, the fund has given over £17.5 million to those in need locally. He was in fact the first Chair of the Hampton Fund as our new name was introduced on his watch. More recently he has ushered in "placed based giving" (more on this later) and overseen the provision of a new property, managed by Spear, to help alleviate homelessness in the area.

All this overlapped his time as Managing Director of another charity, the LICC, working on the African Prisons Project and on the Board of Trustees of the London City Mission. Oh, and he's also keen on cycling and apparently spends lots of time watching it on television.

As one member of our professional team said to me: "He will be a tough act to follow". Thank you, Richard.

#### It's what we do

Hampton Fund 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, core furnishing and white goods and a contribution to school uniforms and school trips. We also continue to make grants to other local charities that support local people and provide a range of services within the community.

Not surprisingly, our stock market invested endowment fund was hit by the effects of the COVID-19 lockdown, as all were, and great credit goes to our fund managers, Hampton Fund Director, David White and our Chair of Finance and Investment, Dr Martin Duffy, for steering us through with a steady hand. At the end of the financial year reported here, we had already recovered near half the losses and should recover the rest as markets recover, as they always do.

Of course, we've had difficult financial times before and learned from them. We know for example, as you can appreciate from your own experience, it's when times are hardest that we are needed the most. So, we had put reserves in place for just such times as this and were able to meet all of our budgeted commitments and more.

#### Our unique borough

There is a perception that this is an affluent Borough, but this brings with it particular challenges for those in real need:

- less infrastructure to meet their requirements;
- organisations from outside the Borough have little interest in providing help to those within it;
- the gap between rich and poor leads to isolation and mental health issues; and
- property prices exacerbate homelessness.

#### How we have helped families and individuals this year

People in need within our area of benefit may apply directly to us. Carole Swinburne, our Individual Grants Manager, manages the assessment process, supported by our Administrator, Sheila Pryde; decisions are made through the very efficient meetings of Revd Ben Lovell, Chair of Individual Grants. Most awards are fuel grants, which we then pay directly to the energy supplier on behalf of successful applicants. During 2019/20, we awarded 1,591 fuel grants to individuals totalling £770,650 (1,510 in 2018/19 at a cost of £729,740). 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, especially of those previously homeless.

**HAMPTON FUEL ALLOTMENT CHARITY****THE CHAIRMAN'S REPORT (Continued)  
for the year ended 30 June 2020****How we have helped local charities this year**

The work of the charities and community groups in our Borough is both vitally important and very much appreciated, and we support those in need by making grants to many of these organisations. Community Grants are the responsibility of David White, our Director, supported by Jan Webb, our Community Grants Manager. Under the stewardship of Hilary Hart, Chair of Community Grants, grants awarded over the year included the following:

**Age UK Richmond-upon-Thames**

The charity received 3 grants. £50,000 contributes towards the charity's Information & Advice Services supporting 1,000 people; and the Handy Person Scheme to support 800 people. The Scheme enables elderly vulnerable people to remain in their homes, by carrying out various jobs with a focus on falls prevention and home safety. An additional award of £36,200 covers specialist casework to address multiple needs and benefits around 190 people. Finally, £20,000 pays for the cost of staff and activities to promote the well-being of elderly, isolated men.

**Richmond Borough Mind**

Our grant of £40,600 contributes towards salaries to support the Peer Group Network and Volunteering. The Peer Groups take place in the community and support anyone struggling with their mental health. Participants learn new skills and gain confidence. Groups include Musical Minds, Yoga and Pilates and Ready, Steady, Bake!

**East Twickenham Neighbourhood Association (ETNA) Community Centre**

We are keen to build stronger communities through investment in infrastructure. ETNA is a vibrant community centre offering a range of activities, including a nursery and office space for a number of charities. As part of a major refurbishment, our £29,500 grant will pay towards the new kitchen extension, ramp for full access to the front of the building and a decked terrace area to the rear of the property.

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 that we receive from the groups we fund, is one way we evaluate the impact of our funding.

Overall, we made 73 community grants in 2019/20 (79 in 2018/19) to charitable organisations totalling £1.13m (£1.34m in 2018/19), although we recognise that some of the projects behind these grants are suspended at present. While we are pleased to have been able to continue a high level of grant making, current circumstances indicate we may well need to find even more next year.

**Placed based giving**

One way in which we have started to prepare for any longer-term impact from COVID-19 is by utilising our placed based giving scheme – *one*Richmond – jointly operated between Hampton Fund and Richmond Parish Lands Charity (RPLC). This is a collaborative venture between our two charities and ultimately other community stakeholders, which we hope will unlock additional resources in terms of funds, people and other resources.

We agreed last year that children and young people would be our first theme and instigated initial research including consultation with young people on what interventions might be effective. This research had reached a fairly advanced stage when the virus struck, and interviews and meetings were halted. This will resume when it is safe to do so, and in the meantime, the focus of *one*Richmond has become support for charities and community groups in our Borough suffering loss of income under the prevailing once-in-a-generation conditions. Our thanks go to the Local Council and others for helping to promote this scheme, to Hampton Fund's David White, Jan Webb, Geraldine Locke and my Deputy Chair, David Meggitt, and to the RPLC team for getting the ball rolling.

## HAMPTON FUEL ALLOTMENT CHARITY

**THE CHAIRMAN'S REPORT (Continued)**  
**for the year ended 30 June 2020**


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

In order to achieve this goal, we have adopted a 'Total Return' approach to investment which allows Trustees to use both income and capital growth produced by the endowment fund to satisfy expenditure. This removes any reliance on income alone to meet expenditure and permits a more flexible and longer-term investment approach.

In looking after our endowment, we take independent professional advice on how its financial assets are invested and managed. Management of the endowment's assets is shared between UBS Asset Management and Rathbone Investment Management. Although our total investment return for the year was minus 4%, over the five years from 1 July 2015, the fund has produced total returns averaging 5.4% per annum, broadly in line with our target return of 5.6% (being CPI + 4%).

**Charity governance**

Governance continues to be an important duty of the Board of Trustees and we execute a programme of regular review of all our policies. Staff turnover is another important risk to manage. I am glad to say that we have strengthened the team with the recruitment of Sheila Pryde, as our Administrator, who has a background in IT. I add my thanks to our team of professionals who have kept the operation fully functional throughout lockdown. Of course, we would have found life far more difficult without Zoom!

**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. In my first year as Chairman, I deeply appreciated the way that our newest Board member, Kim Loxton, stepped into her responsibilities with poise and enthusiasm. We are fortunate to gain her experience and local knowledge. I also want to recognize the contributions made by Victoria Reid and Paula Williams, who ended their Board service in October 2019.

Our Personnel and Resources Panel, chaired by Geraldine Locke, has initiated excellent work on devising a skills' register for current Trustees and skills' requirements for future Trustees in order to help us improve as a Board. Though we are pro-active in seeking to recruit new Trustees, we always welcome enquiries from those who might be interested in serving.

**Keep in touch**

Finally, look out for our presence on social media, and our new website in the coming months, put together by our Communications Team, chaired by Dr James Brockbank and supported by our technical guru, Sheila Pryde. Meanwhile, if you would like to know more about the Charity, please look at our current website [www.hamptonfund.co.uk](http://www.hamptonfund.co.uk) or call our office on 020 8941 7866.

So perhaps not the year I had planned, but still Hampton Fund has been busy on your behalf. Whatever comes our way, we will be here for you. With thanks.

  
 ..... Chairman  
 Mr Martin Seymour

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT  
for the year ended 30 June 2020**

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The Trustees present their report and the financial statements of Hampton Fuel Allotment Charity (also referred to as "Hampton Fund" or "the Charity") for the year ended 30 June 2020.

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 2019).

**OBJECTIVES AND ACTIVITIES****Charitable objects**

The charitable objects 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 objects 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 objects, 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 approximately £54.5 million of investments, £1.2 million of freehold and leasehold property and other tangible fixed assets, £0.3 million of debtors (including concessionary loans) and £1.4 million of bank and cash balances. The total return generated from the investments is used to meet the charitable objects 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 2020**

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**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****1. Individual grants - Families and individuals on low income**

- To meet a proportion of the electricity and gas bills of individuals and families who meet our criteria
- To provide essential equipment (e.g. white goods, items of furniture)
- To support children, who are in their penultimate or final year at junior school, with the costs of the school journey and school uniform

Beneficiaries must live in the Hamptons, Teddington, Twickenham or Whitton.

**2. Community grants**

Organisations are supported to tackle need and improve quality of life, benefiting residents in the following areas: the Hamptons, Teddington, Twickenham and Whitton. The Trustees may consider initiatives that also benefit residents in the rest of the London Borough of Richmond-upon-Thames, providing there is a significant proportion of beneficiaries from the areas outlined above.

**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; and
- m. Social Enterprises except Community Interest Companies (CICs) for an initial 3-year pilot project from February 2019.

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

Complete an individual grant application form, which should be sent to the Individual Grants Manager. Application forms are available to download from our website ([www.hamptonfund.co.uk](http://www.hamptonfund.co.uk)). The forms are also available from the Charity's office and from advice and community centres in our area of benefit. During 2020/21, it is expected that individual grant applications will be available to complete online.

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2020****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.hamptonfund.co.uk](http://www.hamptonfund.co.uk)), including a copy of the application forms.

**Public benefit**

The Trustees have taken The Charity Commission's general guidance on public benefit (contained within the recent publication "Charities and Public Benefit") into consideration in preparing their statements on public benefit contained within this Trustees' Annual Report.

Our vision is to give our community the chance to create a brighter future and the opportunity to thrive.

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 a range of services and activities to tackle disadvantage and inequality.

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 and Impact 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 grants amounting to £829,741 (2018/19: £763,198). A summary of the individual grants awarded in the year is as follows:

<b>Category</b>	<b>Grants awarded 2019/20</b>		<b>Grants awarded 2018/19</b>	
	<b>Number</b>	<b>£</b>	<b>£</b>	<b>£</b>
Fuel grants	1,591	770,650	1,510	729,740
Less: Fuel grant refunds		(9,672)		(4,362)
Essential items and furniture		53,325		23,472
Careline units	41	2,248	44	3,822
School journey grants	9	1,298	26	4,364
School uniform grants	10	1,000	8	800
Children's Disability Fund	2	1,220	2	1,000
<b>TOTAL</b>		<b>820,069</b>		<b>758,836</b>

## HAMPTON FUEL ALLOTMENT CHARITY

**TRUSTEES' ANNUAL REPORT (Continued)**  
**for the year ended 30 June 2020**
**Grant giving - Community grants**

The coronavirus has had an impact on the number of grants awarded and the overall amount, which explains the reduction in spend compared to last year. Due to COVID-19, a number of applications for new work and continuation funding could not be taken forward for approval, as the services and activities would not have taken place due to social distancing and lockdown measures. Furthermore, a few organisations received 6 months' funding rather than 12 months' funding due to changes in service delivery as a result of COVID-19. We have exercised flexibility to ensure that our local voluntary sector is fully supported during this challenging time.

During the year, the Trustees awarded 73 grants amounting to £1,130,550 (2018/19: £1,338,950). For a full list of the community grants awarded in 2019/20, please see note 16 to the financial statements. A summary of the community grants awarded in the year is as follows:

Category	Grants Awarded 2019/20		Grants Awarded 2018/19	
	Number	£	Number	£
Advice, Advocacy and Outreach	1	30,000	1	60,000
Arts, Sports and Recreation	3	42,000	4	28,400
Carers	6	111,200	8	190,700
Children and Young People	11	153,300	11	158,600
Community Activities	8	124,850	9	231,500
Disability	17	256,800	18	252,850
Education	4	42,500	4	61,500
Health and Wellbeing	10	136,900	11	162,300
Housing and Homelessness	2	49,800	3	55,500
Older People	10	155,200	10	137,600
Other	1	28,000	-	0
<b>TOTAL</b>	<b>73</b>	<b>1,130,550</b>	<b>79</b>	<b>1,338,950</b>

**FINANCIAL REVIEW****Financial results of activities and events**

The Charity produced a negative total return (defined as income plus capital gains or losses) of 4% or £2.51 million (2018/19: a positive total return of 3.4% or £2.05 million), being investment income of £1.91 million (2018/19: £2.36 million) plus capital losses of £4.41 million (2018/19: capital losses of £0.31 million) and incurred total expenditure of £2.42 million (2018/19: £2.58 million), resulting in a deficit of £4.88 million for the year (2018/19: £0.52 million surplus).

Total expenditure included grants to individuals and charitable organisations totalling £2.00 million (2018/19: £2.18 million), investment management fees totalling £0.09 million (2018/19: £0.11 million) and total administrative costs of £0.31 million (2018/19: £0.29 million).

The total net assets of the Charity as at 30 June 2020 were £56.70 million (30 June 2019: £61.58 million), including investments valued at £54.49 million (30 June 2019: £58.39 million) and bank balances of £1.41 million (30 June 2019: £2.24 million).

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
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**Reserves policy**

Following a review in 2016/17, the Trustees' policy is to maintain sufficient free reserves (unrestricted funds not committed or invested in tangible fixed assets or designated funds) to cover 3 years of operating expenditure, which is currently around £7.5 million. In addition, the Charity expects to continue its practice of supporting capital projects as and when opportunities arise, for which there should normally be adequate provision in the amount of general funds.

As at 30 June 2020, our level of free reserves was £7,409,507 (30 June 2019: £7,826,519), which represents about 36 months (30 June 2019: 37 months) of expenditure.

**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 an 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 Unapplied Total Return Fund to increase the value of the Permanent Endowment Fund in line with the CPI measurement of inflation. At 30 June 2020, the value of the Permanent Endowment Fund stood at £47.51 million (30 June 2019: £47.20 million).

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.

During the year under review, the market value of the Charity's investments decreased by approximately £3.9 million (2018/19: decreased by approximately £2.0 million). Please refer to note 11 to the financial statements which provides additional information. The investments held as at 30 June 2020 include both the Endowment Fund and the General Fund amounts, as shown in the balance sheet on page 21.

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2020**

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**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.

A review of the Charity's overall investment strategy was planned for Spring 2020, five years since the Charity adopted a Total Return approach, establishing its current strategy and appointment of the current investment advisors and managers. However, with the outbreak of the coronavirus and the stock market crash in March 2020, the review has been delayed until later in the year.

**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 2020, these commitments are subject to various terms and conditions, which have not yet been fulfilled, total £28,000 (30 June 2019: £101,500) 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.

**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.

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
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**Finance and Investment Panel:** this panel usually meets five times a year, including 6-monthly reviews with our investment advisor and investment managers; 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 Individual 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.

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 is responsible for Community Grants and other key areas of work. The Individual Grants Manager services the Individual Grants Panel and receives, checks and processes grant applications from individuals.

In the opinion of the Trustees, the Director, the Individual Grants Manager and the Community 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.

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
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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. Key information is held on the Trustee website portal for ease of access. 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.

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**

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 draw 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.

The Charity has 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 (for example stock market and political decisions). Appropriate controls are in place to mitigate these risks.

**The impact of uncertainties due to Britain exiting the European Union**

The terms on which Britain will withdraw from the European Union are still far from clear, and it is therefore not currently possible for the Trustees to properly evaluate all the potential implications to the Charity's operations, service users, suppliers and the wider economy. However, the Trustees do believe that holding the majority of the Charity's assets in widely diversified investment portfolios managed by professional investment managers provides adequate protection against the risks arising from the uncertainty.

**The impact of the COVID-19 pandemic**

In the early months of 2020, the global economic impact of the COVID-19 pandemic started to have a significant effect on the operating environment of the Charity and the potential risks to which it was exposed.

The wellbeing of our staff and duty of care to our beneficiaries is of paramount importance. Our Business Continuity Plan was implemented, enabling staff to work from home with their laptops, although one or two continued to work safely in the office. In view of the exceptional circumstances, our office was closed to the public in March until further notice. The use of Zoom and other information technology infrastructure has enabled Trustee and Team meetings to take place and for operations to continue running smoothly.

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2020**

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Fortunately, the changes have not affected the support given to those eligible for a fuel grant, and the individual grants team has worked proactively to support those who are vulnerable and known to us, accepting telephone applications and helping others to complete their application.

At the outset, we recognised that many of the organisations we fund would have to adapt their service delivery to meet existing and new demands. We immediately notified them that we would be reasonable, supportive and flexible in the use of our grants and any delay or changes to agreed outcomes. However, we were unable to fund new initiatives that would not be able to operate due to COVID-19.

The Charity's investment strategy and free reserves policy has enabled it to withstand the brunt of the fall in the value of our investments earlier this year and the potential resultant impact on future income. However, we are aware that many charities reliant on community fundraising have been adversely affected. Therefore, we have made plans for additional support for those organisations with limited free reserves that might be at risk and to provide essential support for vulnerable clients.

**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 2020****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**

From 1 July 2019, the following Trustees have held office:

<b>Ex-officio:</b>	Revd Ben Lovell
<b>Nominated:</b>	
The London Borough of Richmond upon Thames	Mr Mark Boyle
	Ms Geraldine Locke
	Mr Martin Seymour (Vice-Chairman until October 2019, Chairman from October 2019)
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 (until October 2019) Mrs Kim Loxton (from October 2019)
<b>Co-opted:</b>	Dr James Brockbank
	Dr Martin Duffy
	Mr David Meggitt (Vice-Chairman from October 2019)
	Mr Richard Montgomery (Chairman until October 2019)
	Mrs Victoria Reid (until October 2019)

The following Trustees served as members of sub-committees during the year ended 30 June 2020:

<b>Finance and Investment</b>	<b>Personnel and Resources</b>
Mr Mark Boyle	Mr Clive Beaumont
Mr Clive Beaumont	Mrs Hilary Hart
Dr Martin Duffy (Chair)	Ms Geraldine Locke (Chair from October 2019)
Ms Geraldine Locke (until October 2019)	Mr Richard Montgomery
Mr David Meggitt	Mrs Victoria Reid (until October 2019)
Mr Richard Montgomery	Mrs Paula Williams (Chair until October 2019)
Mr Martin Seymour	

**HAMPTON FUEL ALLOTMENT CHARITY****TRUSTEES' ANNUAL REPORT (Continued)  
for the year ended 30 June 2020**

<b>Individual Grants</b>	<b>Community Grants</b>
Dr James Brockbank	Mr Clive Beaumont
Mrs Hilary Hart	Mr Mark Boyle
Mrs Kim Loxton (from October 2019)	Dr James Brockbank
Revd Ben Lovell (Chair from October 2019)	Dr Martin Duffy
Mr David Meggitt	Mrs Hilary Hart (Chair)
Mrs Victoria Reid (Chair until October 2019)	Ms Geraldine Locke
Mr Martin Seymour	Mrs Kim Loxton (from October 2019)
Mrs Paula Williams (until October 2019)	Revd Ben Lovell
	Mr David Meggitt
	Mrs Victoria Reid (until October 2019)
	Mr Martin Seymour (from October 2019)
	Mrs Paula Williams (until October 2019)

The principal address of the Charity is the offices of Hampton Fund, 15 High Street, Hampton, Middlesex TW12 2SA. Hampton Fund is the working name for Hampton Fuel Allotment Charity (registered charity number: 211756). For further information, please visit [www.hamptonfund.co.uk](http://www.hamptonfund.co.uk).

The Trustees have made the following professional appointments:

Auditor:	Mazars LLP, 6 Sutton Plaza, Sutton Court Road, Sutton, Surrey SM1 4FS
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 Advisor:	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	Individual Grants Manager
Mrs J Webb	Community 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 2020**

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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 4 November 2020, and was signed for and on behalf of the Board by

  
..... Chairman  
Mr Martin Seymour

**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 2020, 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 2020 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- 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 page 13, 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.

**Mazars LLP**

Mazars LLP  
Chartered Accountants and Statutory Auditor  
6 Sutton Plaza, Sutton Court Road, Sutton, Surrey SM1 4FS

Date: 9 March 2021

## HAMPTON FUEL ALLOTMENT CHARITY

STATEMENT OF FINANCIAL ACTIVITIES  
for the year ended 30 June 2020

	Notes	Unrestricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
<b>INCOME AND ENDOWMENTS FROM:</b>					
<b>Donations and legacies</b>					
Donations		-	-	-	200
<b>Charitable activities</b>					
Giving grants	3	33,530	-	33,530	9,713
<b>Investments</b>					
Investment income	4	256,429	1,655,959	1,912,388	2,363,673
<b>TOTAL</b>		<u>289,959</u>	<u>1,655,959</u>	<u>1,945,918</u>	<u>2,373,586</u>
<b>EXPENDITURE ON:</b>					
<b>Raising funds</b>					
Investment management costs		(11,999)	(78,290)	(90,289)	(114,704)
<b>Charitable activities</b>					
Giving grants	5	(2,326,122)	-	(2,326,122)	(2,464,089)
<b>TOTAL</b>		<u>(2,338,121)</u>	<u>(78,290)</u>	<u>(2,416,411)</u>	<u>(2,578,793)</u>
Net losses on investments	11	(585,764)	(3,821,792)	(4,407,556)	(312,741)
<b>NET EXPENDITURE</b>		<u>(2,633,926)</u>	<u>(2,244,123)</u>	<u>(4,878,049)</u>	<u>(517,948)</u>
Transfers between funds		2,200,000	(2,200,000)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<u>(433,926)</u>	<u>(4,444,123)</u>	<u>(4,878,049)</u>	<u>(517,948)</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward at 1 July 2019	15	9,071,661	52,508,646	61,580,307	62,098,255
<b>TOTAL FUNDS CARRIED FORWARD AT 30 JUNE 2020</b>	15	<u>8,637,735</u> =====	<u>48,064,523</u> =====	<u>56,702,258</u> =====	<u>61,580,307</u> =====

## HAMPTON FUEL ALLOTMENT CHARITY

STATEMENT OF FINANCIAL ACTIVITIES  
for the year ended 30 June 2019

	Notes	Unrestricted funds £	Endowment funds £	Total 2019 £	Total 2018 £
<b>INCOME AND ENDOWMENTS FROM:</b>					
<b>Donations and legacies</b>					
Donations		200	-	200	800
<b>Charitable activities</b>					
Giving grants	3	9,713	-	9,713	8,195
<b>Investments</b>					
Investment income	4	336,278	2,027,395	2,363,673	1,958,859
<b>TOTAL</b>		<u>346,191</u>	<u>2,027,395</u>	<u>2,373,586</u>	<u>1,967,854</u>
<b>EXPENDITURE ON:</b>					
<b>Raising funds</b>					
Investment management costs		(16,219)	(98,485)	(114,704)	(183,796)
<b>Charitable activities</b>					
Giving grants	5	(2,464,089)	-	(2,464,089)	(2,214,698)
<b>TOTAL</b>		<u>(2,480,308)</u>	<u>(98,485)</u>	<u>(2,578,793)</u>	<u>(2,398,494)</u>
Net (losses)/gains on investments	11	(44,222)	(268,519)	(312,741)	2,593,450
<b>NET (EXPENDITURE)/INCOME</b>		<u>(2,178,339)</u>	<u>1,660,391</u>	<u>(517,948)</u>	<u>2,162,810</u>
Transfers between funds		1,500,000	(1,500,000)	-	-
<b>NET MOVEMENT IN FUNDS</b>		<u>(678,339)</u>	<u>160,391</u>	<u>(517,948)</u>	<u>2,162,810</u>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward at 1 July 2018	15	9,750,000	52,348,255	62,098,255	59,935,445
<b>TOTAL FUNDS CARRIED FORWARD AT 30 JUNE 2019</b>	15	<u>9,071,661</u> =====	<u>52,508,646</u> =====	<u>61,580,307</u> =====	<u>62,098,255</u> =====

## HAMPTON FUEL ALLOTMENT CHARITY

BALANCE SHEET  
30 June 2020

	Notes	Unrestricted funds £	Endowment funds £	Total 2020 £	Total 2019 £
<b>FIXED ASSETS:</b>					
Tangible assets	10	1,204,628	-	1,204,628	1,216,542
Financial investments	11	7,041,172	47,444,410	54,485,582	58,388,560
Social investments					
- Concessionary loans	12	23,600	-	23,600	28,600
		<u>8,269,400</u>	<u>47,444,410</u>	<u>55,713,810</u>	<u>59,633,702</u>
<b>CURRENT ASSETS:</b>					
Debtors	13	36,822	236,714	273,536	430,908
Cash at bank and in hand		1,024,887	387,146	1,412,033	2,237,337
		<u>1,061,709</u>	<u>623,860</u>	<u>1,685,569</u>	<u>2,668,245</u>
<b>LIABILITIES:</b>					
Creditors: Amounts falling due within one year	14	(693,374)	(3,747)	(697,121)	(721,640)
<b>NET CURRENT ASSETS</b>		<u>368,335</u>	<u>620,113</u>	<u>988,448</u>	<u>1,946,605</u>
<b>TOTAL NET ASSETS</b>		<u>8,637,735</u>	<u>48,064,523</u>	<u>56,702,258</u>	<u>61,580,307</u>
<b>THE FUNDS OF THE CHARITY:</b>					
<b>Endowment Funds</b>					
Permanent Endowment Fund	15	-	47,506,429	47,506,429	47,200,218
Unapplied Total Return Fund	15	-	558,094	558,094	5,308,428
<b>Unrestricted Income Funds</b>					
General Fund	15	8,637,735	-	8,637,735	9,071,661
<b>TOTAL CHARITY FUNDS</b>	15	<u>8,637,735</u>	<u>48,064,523</u>	<u>56,702,258</u>	<u>61,580,307</u>

The financial statements on pages 19 to 46 were approved by the Trustees and authorised for issue on 4 November 2020 and are signed on its behalf by:

  
..... Chairman  
Mr Martin Seymour

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

## HAMPTON FUEL ALLOTMENT CHARITY

## BALANCE SHEET

30 June 2019

	Notes	Unrestricted funds £	Endowment funds £	Total 2019 £	Total 2018 £
<b>FIXED ASSETS:</b>					
Tangible assets	10	1,216,542	-	1,216,542	577,812
Financial investments	11	7,757,371	50,631,189	58,388,560	60,363,666
Social investments					
– Concessionary loans	12	28,600	-	28,600	47,200
		<u>9,002,513</u>	<u>50,631,189</u>	<u>59,633,702</u>	<u>60,988,678</u>
<b>CURRENT ASSETS:</b>					
Debtors	13	-	430,908	430,908	118,593
Cash at bank and in hand		790,788	1,446,549	2,237,337	1,520,375
		<u>790,788</u>	<u>1,877,457</u>	<u>2,668,245</u>	<u>1,638,968</u>
<b>LIABILITIES:</b>					
Creditors: Amounts falling due within one year	14	(721,640)	-	(721,640)	(529,391)
<b>NET CURRENT ASSETS</b>		<u>69,148</u>	<u>1,877,457</u>	<u>1,946,605</u>	<u>1,109,577</u>
<b>TOTAL NET ASSETS</b>		<u>9,071,661</u>	<u>52,508,646</u>	<u>61,580,307</u>	<u>62,098,255</u>
		=====	=====	=====	=====
<b>THE FUNDS OF THE CHARITY:</b>					
<b>Endowment Funds</b>					
Permanent Endowment Fund	15	-	47,200,218	47,200,218	46,281,585
Unapplied Total Return Fund	15	-	5,308,428	5,308,428	6,066,670
<b>Unrestricted Income Funds</b>					
General Fund	15	9,071,661	-	9,071,661	8,000,000
Large Community Capital Project Fund	15	-	-	-	1,750,000
<b>TOTAL CHARITY FUNDS</b>	15	<u>9,071,661</u>	<u>52,508,646</u>	<u>61,580,307</u>	<u>62,098,255</u>
		=====	=====	=====	=====

## HAMPTON FUEL ALLOTMENT CHARITY

STATEMENT OF CASH FLOWS  
for the year ended 30 June 2020

	Notes	2020 £	2019 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>			
Net cash used in operating activities	19	(2,376,639)	(2,366,628)
<b>CASH FLOWS FROM INVESTING ACTIVITIES:</b>			
Dividends, interest and rents from investments		2,054,794	2,051,284
Purchase of property, plant and equipment		(3,881)	(648,658)
Proceeds from sale of investments		6,991,297	10,915,327
Purchase of investments		(7,495,875)	(9,252,963)
Repayments of concessionary loans		5,000	18,600
Net cash provided by investing activities		<u>1,551,335</u>	<u>3,083,590</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>(825,304)</u>	<u>716,962</u>
Cash and cash equivalents at the beginning of the reporting period		2,237,337	1,520,375
<b>CASH AND CASH EQUIVALENTS AT THE END OF THE REPORTING PERIOD</b>	20	<u>1,412,033</u> =====	<u>2,237,337</u> =====

**HAMPTON FUEL ALLOTMENT CHARITY****NOTES TO THE FINANCIAL STATEMENTS  
for the year ended 30 June 2020**

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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. The financial statements have been prepared with application of the FRS 102 Triennial Review 2017 amendments in full.

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 2019).

**Going concern**

Whilst there remains significant uncertainty regarding the global economic impact of the COVID-19 pandemic and the ability of the Charity to withstand its negative effects, 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.

The financial statements do not include any adjustments that would result should the going concern basis of preparation not be appropriate. In the event that this basis is not appropriate provisions may be required and assets may need to be written down to their recoverable amount.

**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 2020**


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**1. ACCOUNTING POLICIES (Continued)**

Governance costs are the costs associated in running the Charity as a United Kingdom charitable company and specifically include the costs of the external audit.

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, other than freehold land, at rates calculated to write each asset down to its estimated residual value over its expected useful life, as follows:

Freehold and 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.

**HAMPTON FUEL ALLOTMENT CHARITY****NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020**

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

**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 2020

3.	<b>INCOME FROM GIVING GRANTS</b>	<b>2020</b>	<b>2019</b>
		£	£
	Service income received from The London Borough of Richmond upon Thames	-	9,593
	Income from the <i>one</i> Richmond initiative	8,830	-
	Rental income received in respect of 24 Ringwood Way	24,700	-
	Other income	-	120
		<u>33,530</u>	<u>9,713</u>
		=====	=====
4.	<b>INCOME FROM INVESTMENTS</b>	<b>2020</b>	<b>2019</b>
		£	£
	Arising upon the Charity's listed investment portfolio:		
	Income from securities - UBS portfolio	1,063,838	1,095,923
	Income from unit trusts - Rathbones portfolio	845,929	1,265,357
		<u>1,909,767</u>	<u>2,361,280</u>
	Arising upon cash held:		
	Interest on cash deposits	2,621	2,393
		<u>1,912,388</u>	<u>2,363,673</u>
		=====	=====
5.	<b>EXPENDITURE ON GIVING GRANTS</b>	<b>2020</b>	<b>2019</b>
		£	£
	Grants payable (note 6)	1,997,619	2,176,886
	Costs of the <i>one</i> Richmond initiative	21,839	13,909
	Support and governance costs (note 8)	306,664	273,294
		<u>2,326,122</u>	<u>2,464,089</u>
		=====	=====
6.	<b>GRANTS PAYABLE</b>	<b>2020</b>	<b>2019</b>
		£	£
	Grants awarded in the year (note 7)	1,950,619	2,097,786
	Surplus grant money returned during the year	-	(1,700)
	Conditional grants awarded in previous years where conditions fulfilled (note 17)	75,000	155,800
		<u>2,025,619</u>	<u>2,251,886</u>
	Conditional grants awarded in the year where conditions not yet fulfilled (note 17)	(28,000)	(75,000)
		<u>1,997,619</u>	<u>2,176,886</u>
		=====	=====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

7. GRANTS AWARDED IN THE YEAR	2020	2019
	£	£
<b><i>Grant Giving – Individual Grants</i></b>		
Fuel grants – 1,591 grants (2018/19: 1,510 grants)	770,650	729,740
Less: Fuel grant refunds	(9,672)	(4,362)
Essential items and furniture	53,325	23,472
Careline – 41 units (2018/19: 44 units)	2,248	3,822
School journey grants – 9 grants (2018/19: 26 grants)	1,298	4,364
School uniform grants – 10 grants (2018/19: 8 grants)	1,000	800
Children’s Disability Fund – 2 grants (2018/19: 2 grant)	1,220	1,000
	<u>820,069</u>	<u>758,836</u>
<b><i>Grant Giving – Community Grants</i></b>		
Advice, Advocacy and Outreach	30,000	60,000
Arts, Sports and Recreation	42,000	28,400
Carers	111,200	190,700
Children and Young People	153,300	158,600
Community Activities	124,850	231,500
Disability	256,800	252,850
Education	42,500	61,500
Health and Wellbeing	136,900	162,300
Housing and Homelessness	49,800	55,500
Older People	155,200	137,600
Other	28,000	-
	<u>1,130,550</u>	<u>1,338,950</u>
Total grants awarded in the year	<u>1,950,619</u>	<u>2,097,786</u>
	=====	=====

See note 16 for a more detailed analysis of community grants awarded in the year.

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

8.	SUPPORT AND GOVERNANCE COSTS	Support costs £	Governance costs £	Total 2020 £	Total 2019 £
	Staff costs (note 9) (91%:9%)	163,248	16,145	179,393	158,886
	Rebranding expenditure	-	-	-	23,715
	Ground rent, rates, light, heat, and repairs	4,827	-	4,827	4,842
	Insurance	2,445	-	2,445	3,061
	Computer and website costs	16,388	-	16,388	4,716
	Stationery, postage, telephone, travelling and sundry	14,828	-	14,828	10,236
	Accountancy fees	43,200	-	43,200	43,200
	Auditor's remuneration:				
	Auditor's fees for audit services	-	16,649	16,649	10,862
	Investment advisory services	7,200	-	7,200	3,600
	Legal and professional fees	5,939	-	5,939	248
	Depreciation	15,795	-	15,795	9,928
		<u>273,870</u>	<u>32,794</u>	<u>306,664</u>	<u>273,294</u>
		=====	=====	=====	=====

Governance costs are the costs associated in running the charity as a United Kingdom charitable company and specifically include the costs of the external audit.

9.	STAFF COSTS	2020	2019
		No.	No.
	The average monthly number of employees (excluding Trustees) during the year was:		
	Office and administration	4	3
		===	===
		£	£
	Staff costs for the above persons:		
	Wages and salaries	153,510	137,943
	Social security costs	13,499	11,481
	Staff pension costs	12,384	6,457
	Staff recruitment costs	-	3,005
		<u>179,393</u>	<u>158,886</u>
		=====	=====

During the year, one employee received total emoluments of between £60,001 and £70,000 (2018/19: one). In respect of that employee, total pension contributions payable during the year amounted to £5,385 (2018/19: £3,268). 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 £168,661 (2018/19: £128,609). The Trustees received no remuneration (2018/19: £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 2020

10. TANGIBLE FIXED ASSETS	Freehold land and buildings £	Long leasehold property £	Fixtures, fittings and equipment £	TOTAL £
Cost:				
1 July 2019	1,099,888	254,866	101,606	1,456,360
Additions	1,074	-	2,807	3,881
30 June 2020	1,100,962	254,866	104,413	1,460,241
Depreciation:				
1 July 2019	-	152,705	87,113	239,818
Charged in the year	6,373	5,097	4,325	15,795
30 June 2020	6,373	157,802	91,438	255,613
Net book value:				
30 June 2020	1,094,589	97,064	12,975	1,204,628
30 June 2019	1,099,888	102,161	14,493	1,216,542

During 2018/19, the Charity acquired the freehold of a 4-bedroom residential property at 24 Ringwood Way, Hampton Hill, which it refurbished for a total cost of £638,606 and then leased to Spear Housing Association Limited to be managed for the benefit of formerly homeless people transitioning back into the community. The land element of this property with a historical cost of £321,000 is not being depreciated, but the remaining building element is being depreciated on a 2% per annum straight line basis with effect from 2019/20 onwards.

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 2020**
**10. TANGIBLE FIXED ASSETS (Continued)**

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

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>
<p><b>4. 24 Ringwood Way, Hampton Hill</b>  The property was purchased in October 2018 for £575,000. (Land Registry Title Number: MX416514) The property has been leased to Spear Housing Association Limited for 6 years from June 2019.</p>
<b>LEASEHOLD</b>
<p><b>5. Office at 15 High Street, Hampton, TW12 2SA</b>  999-year lease from 29 September 1988.</p>

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

## 10. TANGIBLE FIXED ASSETS (Continued)

<b>ADDITIONAL PROPERTY INTERESTS</b>
<p><b>6. 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>
<p><b>7. 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 54.5% of the sale, whichever is greater. There is a new legal agreement between the Charity and Paragon Asra Housing signed in 2019; and a charge has been placed on the property (Title number MX13475).</p>
<p><b>8. 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>9. 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>10. 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>11. 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>

## HAMPTON FUEL ALLOTMENT CHARITY

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**for the year ended 30 June 2020**
10. **TANGIBLE FIXED ASSETS (Continued)**

<b>ADDITIONAL PROPERTY INTERESTS (Continued)</b>
<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 2020, the amount outstanding is £10,000. (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 2020, the amount outstanding is £13,600.</p>

11. **FINANCIAL INVESTMENTS**

	<b>2020</b>	<b>2019</b>
	£	£
Investment listed on a recognised stock exchange at market value:		
Market value at 1 July	58,388,560	60,363,666
Purchases at cost	7,495,875	9,252,963
Sale proceeds	(6,991,297)	(10,915,328)
Realised losses on investments	(638,129)	(145,003)
Unrealised losses on investments	(3,769,427)	(167,738)
Market value at 30 June	<u>54,485,582</u>	<u>58,388,560</u>
	=====	=====
At the balance sheet date, the market value of the portfolio comprised:		
UK investments	51,309,278	51,920,857
Overseas investments	3,176,304	6,417,703
	<u>54,485,582</u>	<u>58,338,560</u>
	=====	=====
At the balance sheet date, the market value of the portfolio comprised:		
Unit trust funds	32,387,002	33,793,239
Equities	21,820,302	24,267,043
Money Market deposits	278,278	278,278
	<u>54,485,582</u>	<u>58,338,560</u>
	=====	=====

## HAMPTON FUEL ALLOTMENT CHARITY

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**for the year ended 30 June 2020**
**11. FINANCIAL INVESTMENTS (Continued)**

The historical cost of investments at the balance sheet date was £53,201,434 (30 June 2019: £53,326,589).

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

	<b>2020</b>	<b>2019</b>
	£	£
Rathbone Active Income & Growth Units – 23,218,467.210 units (30 June 2019: 23,184,702.210 units)	29,735,891	31,002,584
The Charities Property Fund Income Units – 2,160,116.564 units (30 June 2019: 2,160,116.564 units)	2,790,655	2,790,655
	=====	=====

**12. SOCIAL INVESTMENTS**

	<b>2020</b>	<b>2019</b>
	£	£
Concessionary loans:		
Interest free loans	23,600	28,600
	=====	=====

Included in interest free loans are amounts falling due after more than one year of £11,800 (30 June 2019: £23,600).

**13. DEBTORS**

	<b>2020</b>	<b>2019</b>
	£	£
Other debtors	-	15,507
Prepayment and accrued income	273,536	415,401
	<u>273,536</u>	<u>430,908</u>
	=====	=====

**14. CREDITORS**

	<b>2020</b>	<b>2019</b>
	£	£
Social security and taxation	4,291	7,238
Pension contributions payable	3,592	2,242
Accruals	689,238	712,160
	<u>697,121</u>	<u>721,640</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 2020, was £28,000 (30 June 2019: £101,500). Full details are given in note 17.

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

## 15. THE FUNDS OF THE CHARITY

	1 July 2019 £	Income £	Expenditure £	Losses on investments £	Transfers between funds £	30 June 2020 £
<b>Endowment Funds:</b>						
Permanent Endowment Fund	47,200,218	-	-	-	306,211	47,506,429
Unapplied Total Return Fund	5,308,428	1,655,959	(78,290)	(3,821,792)	(2,506,211)	558,094
	<u>52,508,646</u>	<u>1,655,959</u>	<u>(78,290)</u>	<u>(3,821,792)</u>	<u>(2,200,000)</u>	<u>48,064,523</u>
<b>Unrestricted Income Funds:</b>						
General Fund	9,071,661	289,959	(2,338,121)	(585,764)	2,200,000	8,637,735
	<u>61,580,307</u>	<u>1,945,918</u>	<u>(2,416,411)</u>	<u>(4,407,556)</u>	<u>-</u>	<u>56,702,258</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 £1,118,198 (30 June 2019: £4,051,583).

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 £Nil (30 June 2019: £294,509).

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 £165,950 (30 June 2019: £665,879).

For the year ended 30 June 2020, the Trustees took the decision to transfer £306,211 (2018/19: £918,633) from the Unapplied Total Return Fund to the Permanent Endowment Fund, and to transfer £2,200,000 (2018/19: £1,500,000) from the Unapplied Total Return Fund to the General Fund.

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

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

	1 July 2018 £	Income £	Expenditure £	Losses on investments £	Transfers between funds £	30 June 2019 £
<b>Endowment Funds:</b>						
Permanent Endowment Fund	46,281,585	-	-	-	918,633	47,200,218
Unapplied Total Return Fund	6,066,670	2,027,395	(98,485)	(268,519)	(2,418,633)	5,308,428
	<u>52,348,255</u>	<u>2,027,395</u>	<u>(98,485)</u>	<u>(268,519)</u>	<u>(1,500,000)</u>	<u>52,508,646</u>
<b>Unrestricted Income Funds:</b>						
General Fund	8,000,000	346,191	(2,480,308)	(44,222)	3,250,000	9,071,661
Large Community Capital Project Fund	1,750,000	-	-	-	(1,750,000)	-
	<u>9,750,000</u>	<u>346,191</u>	<u>(2,480,308)</u>	<u>(44,222)</u>	<u>1,500,000</u>	<u>9,071,661</u>
	<u>62,098,255</u>	<u>2,373,586</u>	<u>(2,578,793)</u>	<u>(312,741)</u>	<u>-</u>	<u>61,580,307</u>
	=====	=====	=====	=====	=====	=====

During 2018/19, the Trustees took the decision to close the Large Community Capital Project Fund having previously designated certain unrestricted funds for that purpose. The Charity will continue to consider support for large capital projects as and when applications for such funding are received.

## 16. GRANTS AWARDED IN THE YEAR

2020

£

**Advice, Advocacy and Outreach**

RICHMOND CITIZENS ADVICE BUREAU SERVICE 30,000  
Towards salaries and running costs for 6 months (May to October 2020)

**Total Awarded for Advice, Advocacy and Outreach** 30,000

=====

## HAMPTON FUEL ALLOTMENT CHARITY

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**for the year ended 30 June 2020**

16.	<b>GRANTS AWARDED IN THE YEAR (Continued)</b>	<b>2020</b> £
	<b>Arts, Sports and Recreation</b>	
	BARNES CHILDREN'S LITERATURE FESTIVAL Contribution towards the costs of literacy workshops for schools in the Hampton Fund area of benefit and workshops for younger children in 2 children's centres	5,000
	RICHMOND MUSIC TRUST Towards subsidised music lessons of around 100 children from Hampton Fund area of benefit	28,000
	RIVER THAMES BOAT PROJECT Contribution towards the cost of running 20 therapeutic cruises or activity sessions on the River Thames	9,000
	<b>Total Awarded for Arts, Sports and Recreation</b>	<b>42,000</b> =====
	<b>Carers</b>	
	RICHMOND CARERS CENTRE Contribution towards the salary and associated running costs for an additional part-time Carers Support Worker	24,500
	RICHMOND CARERS CENTRE Upgrade of IT systems	3,300
	RICHMOND CARERS CENTRE Contribution towards the salary and associated costs of a part-time Adult Carers Support Worker	12,400
	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 up to 40 carers from the Hampton Fund area of benefit (£21,000)	36,000
	RICHMOND UPON THAMES CROSSROADS CARE Supporting the health and care needs of male carers through social activities, advice and information, group work and training	10,000
	RICHMOND UPON THAMES CROSSROADS CARE Contribution towards the costs of delivering additional respite hours and support for carers and the cared for	25,000
	<b>Total Awarded for Carers</b>	<b>111,200</b> =====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

16. GRANTS AWARDED IN THE YEAR (Continued)	2020 £
<b>Children and Young People</b>	
ADHD RICHMOND & KINGSTON Contribution towards the salary costs for the new post of Operations Manager (2 days a week) to match funding with RPLC	10,000
CHRISTMAS DAY FOR CARE LEAVERS Contribution towards costs of the Christmas Day for Care Leavers supporting up to 60 young care leavers	800
HOME-START RICHMOND, KINGSTON AND HOUNSLOW Contribution towards the salaries for 2 Family Support Coordinators and related costs	35,000
KICK LONDON 1:1 mentoring for 20 pupils attending Teddington School who live in the Hampton Fund area of benefit	8,000
LVA TRUST Delivery of healthy relationships, peer pressure, self-esteem, anxiety and sexual health programme plus small groups and 1:1 mentoring in 3 secondary schools in Hampton Fund area of benefit. Additional work in 1 junior school, plus a parenting workshop.	26,500
MTV YOUTH HAMPTON Contribution towards salary costs for the Lead Youth Worker and running costs	24,000
OFF THE RECORD (TWICKENHAM) £23,000 towards the salaries for the Manager (£13,000) and Business Manager (£10,000). This will support the operations of the charity, including satellite services in our area of benefit.	23,000
PCC ST RICHARD'S CHURCH, HANWORTH Contribution to the salary of the Children and Families Worker	5,000
RICHMOND UPON THAMES PERFORMING ARTS FESTIVAL Contribution towards the running costs of the annual Richmond Upon Thames Performing Arts Festival	3,000
TWICKENHAM SEA CADETS Contribution towards the rebuilding of the slipway to enable greater participation in activities for young people in the Hampton Fund area	5,000

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

16.	<b>GRANTS AWARDED IN THE YEAR (Continued)</b>	<b>2020</b> £
	YMCA ST PAUL'S GROUP To cover staff salaries and the cost of activities for young people during the Easter and Summer holidays	13,000
	<b>Total Awarded for Children and Young People</b>	<b>153,300</b> =====
	<b>Community Activities</b>	
	CHURCHES TOGETHER IN TEDDINGTON Christmas Day lunch and activities for isolated members of the community	850
	EAST TWICKENHAM NEIGHBOURHOOD ASSOCIATION (ETNA) COMMUNITY CENTRE Contribution towards the new kitchen extension, ramp for full access to the front of the building and decked terrace area to the rear of the property. This will provide an improved community facility, with greater accessibility.	29,500
	HAMPTON & HAMPTON HILL VOLUNTARY CARE GROUP Contribution towards salary costs for CEO, Befriending Project, Project Support	17,500
	HAMPTON HILL UNITED REFORMED CHURCH Contribution towards the salary of the Community Services Manager	15,000
	LINDEN HALL COMMUNITY CENTRE LTD Salary for the Service Development Manager and associated costs	22,500
	LINDEN HALL COMMUNITY CENTRE LTD Chairs for community activities	4,000
	RICHMOND AND KINGSTON ACCESSIBLE TRANSPORT Contribution towards salary costs for the CEO, Operations Manager and Business Manager	12,500
	THE VINEYARD COMMUNITY CENTRE Contribution towards the salary of the Head of Care Services	23,000
	<b>Total Awarded for Community Activities</b>	<b>124,850</b> =====
	<b>Disability</b>	
	HORSE RANGERS ASSOCIATION (HAMPTON COURT) LTD To support the costs of the Riding for the Disabled Association (RDA)	10,000
	MIDDLESEX ASSOCIATION FOR THE BLIND Towards the costs of organising and running the monthly Trike Club which provides companion cycling for Visually Impaired residents living in the Hampton Fund area of benefit	3,000

## HAMPTON FUEL ALLOTMENT CHARITY

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**for the year ended 30 June 2020**

16. GRANTS AWARDED IN THE YEAR (Continued)	2020 £
OK MUSIC TRUST Contribution towards Music School tuition for up to 25 young people	15,100
PARK LANE STABLES RDA Contribution towards the cost of 26 new riding hats for disabled riders £2K, conversion of stable into a new Physiotherapy room £3K, and purchase of FlexChair £3k	8,000
RICHMOND ADVICE & INFORMATION ON DISABILITY (RAID) Contribution towards the salaries of 2 part-time money advisors and supervision and support for 1 day a week from the Advice Manager	24,000
RICHMOND ADVICE & INFORMATION ON DISABILITY (RAID) Contribution towards salaries of CEO and Finance Officer	30,000
RICHMOND ADVICE & INFORMATION ON DISABILITY (RAID) Contribution towards salary costs of the Counselling Coordinator	10,000
RICHMOND MENCAP Contribution towards 24 weekend day trips for children and young people with special educational needs and disabilities (aged 8 to 17), with the aim of improving confidence and independence	11,500
RICHMOND MENCAP Contribution towards costs of the Holiday Opportunities programme for 40 young adults with learning disabilities, social communication conditions and additional needs	12,000
RICHMOND MENCAP Contribution towards the core costs of the organisation including salaries and running costs	20,000
RICHMOND UPON THAMES GATEWAY CLUB Towards the rent at Linden Hall, club activities and general running costs	1,200
RICHMOND USERS INDEPENDENT LIVING SCHEME (RUILS) Towards the salary and oncosts for the 2 Family Matters parent support workers providing support to 130 families in the Hampton Fund area of benefit	28,000
RICHMOND USERS INDEPENDENT LIVING SCHEME (RUILS) Contribution towards salary costs of SEND Advisor supporting up to 95 children and families in the Hampton Fund area of benefit	30,000
SKYLARKS Contribution towards the salary of the Development Manager to support the work of the charity	20,000

## HAMPTON FUEL ALLOTMENT CHARITY

**NOTES TO THE FINANCIAL STATEMENTS (Continued)**  
**for the year ended 30 June 2020**

16. GRANTS AWARDED IN THE YEAR (Continued)	2020 £
SOUTH WEST LONDON STROKE CLUB - MOVING ON Towards salary costs of the Stroke Club Manager	9,000
TAG YOUTH CLUB FOR DISABLED YOUNG PEOPLE Contribution towards the running costs of the junior and youth clubs for young people with disabilities and a contribution towards the running costs of the new siblings group	10,000
THE PEOPLE HIVE (FORMERLY RHLT) Contribution towards salaries and associated costs	15,000
<b>Total Awarded for Disability</b>	<b>256,800</b> =====
<b>Education</b>	
LEARN ENGLISH AT HOME Contribution towards 1:1 ESOL tuition delivered by trained volunteers, social integration community visits and 'ESOL for Life' class in Whitton	15,500
LEARN ENGLISH AT HOME Towards the costs of running an ESOL class in Whitton from September 2020 for 12 beneficiaries from the Hampton Fund area of benefit	7,500
ORANGE TREE THEATRE Contribution towards the cost of the workshops in schools within our area of benefit	12,000
RICHMOND EAL FRIENDSHIP GROUP CENTRE LTD Contribution towards the running of the weekly language class and yoga class to improve language skills and reduce social isolation	7,500
<b>Total Awarded for Education</b>	<b>42,500</b> =====
<b>Health and Wellbeing</b>	
ADDICTION SUPPORT AND CARE AGENCY (ASCA) Towards the salary for the Service Manager to support about 80 people with addiction problems	12,300
INTEGRATED NEUROLOGICAL SERVICES Contribution towards costs of Rehabilitation Team. Request for 6 months' funding due to limitations on delivery during Covid-19.	13,000

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

16. GRANTS AWARDED IN THE YEAR (Continued)	2020 £
MID MEDIATION AND COUNSELLING LTD Provision of 35 Family Bridges Sessions for families in the Hampton Fund area of benefit	3,500
OFF THE RECORD (TWICKENHAM) Continuation funding for the second satellite service at the Greenwood Centre that will provide a counselling service to young people in the Hampton and Hampton Hill area for 3 hours per week	7,000
ORANGE TREE THEATRE Improving well-being through the Arts	6,000
POD CHARITABLE TRUST Towards the costs of shows for children at West Middlesex Hospital, Kingston Hospital and Shooting Star Hospice in Hampton	3,000
PRINCESS ALICE HOSPICE Contribution towards the cost of the Enhanced Support Service providing end of life care for patients in the Hampton Fund area and bereavement support for their families	20,000
RICHMOND BOROUGH MIND Contribution towards the salary costs of Peer Group Network, Volunteering and Service Manager	40,600
STILL BUILDING BRIDGES Contribution towards running costs for Still Building Bridges project supporting 20 people with long term mental health conditions living in the Hampton Fund area of benefit	1,500
THE MULBERRY CENTRE Contribution towards salaries and associated costs	30,000
<b>Total Awarded for Health and Wellbeing</b>	<b>136,900</b> =====
<b>Housing and Homelessness</b>	
SPEAR HOUSING ASSOCIATION LTD Contribution 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
SPEAR HOUSING ASSOCIATION LTD Towards the staff and associated costs of running the Hampton home to support people in transition who have been homeless	9,800
<b>Total Awarded for Housing and Homelessness</b>	<b>49,800</b> =====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

16. GRANTS AWARDED IN THE YEAR (Continued)	2020 £
<b>Older People</b>	
AGE UK RICHMOND UPON THAMES Contribution towards 2 part-time salaries and associated costs to provide Advice Extra casework over 5 working days, to benefit around 190 older, vulnerable people	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 Managing your spare time project	20,000
CONNAUGHT OPERA 10 concerts for up to 250 older people in care homes and community centres in the Hampton Fund area of benefit	4,500
ELLERAY COMMUNITY ASSOCIATION Supply and installation of IT equipment for an IT suite for members and reminiscence group and other activities to benefit up to 220 older people in the Hampton Fund area of benefit	2,600
ELLERAY COMMUNITY ASSOCIATION Provision of 6 Intergenerational Music Making Workshops and delivery of a training day for staff and volunteers	900
ELLERAY COMMUNITY ASSOCIATION Towards the salary of the Activities and Volunteer Coordinator supporting over 200 older people reducing isolation and improving well-being	23,000
EMBRACING AGE Continuation funding towards 2 salaries – part-time Director post and part-time Volunteer Co-Ordinator. The charity will provide 'Care Home Friends' to older people living in care homes	8,000
OK MUSIC TRUST The cost of 36 music therapy sessions at Homelink Day Respite Care Centre to benefit 32 elderly people with dementia	5,500
WHITTON NETWORK Contribution towards the salary and associated costs of a part-time Coordinator	4,500
<b>Total Awarded for Older People</b>	<u>155,200</u> =====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

16.	<b>GRANTS AWARDED IN THE YEAR (Continued)</b>		<b>2020</b>		
			£		
	<b>Other</b>				
	RICHMOND FURNITURE SCHEME		28,000		
	The salary for a full-time Volunteer Co-Ordinator (37.5 hours per week) and associated costs				
	<b>Total Awarded for Other</b>		<u><b>28,000</b></u> =====		
17.	<b>GRANT AND LOAN COMMITMENTS</b>	<b>Outstanding at 30 June 2019</b>	<b>Unspent</b>	<b>Payable during the year</b>	<b>Outstanding at 30 June 2020</b>
		£	£	£	£
	<b>Grants awarded in prior years:</b>				
	YMCA St. Paul's Group	10,000	(10,000)	-	-
	YMCA St. Paul's Group	12,500	(12,500)	-	-
	The Mulberry Centre	4,000	(4,000)	-	-
	My Life Films	15,000	-	(15,000)	-
	Marble Hill Play Centres	25,000	-	(25,000)	-
	St. Augustine's Community Care Trust (Homelink)	35,000	-	(35,000)	-
		<u>101,500</u>	<u>(26,500)</u>	<u>(75,000)</u>	<u>-</u>
		=====	=====	=====	=====
			<b>Awarded during the year ended 30 June 2020</b>		
			£		
	<b>Grants awarded in the current year:</b>				
	Off The Records (Twickenham)	23,000	-	-	23,000
	Twickenham Sea Cadets	5,000	-	-	5,000
		<u>28,000</u>	<u>-</u>	<u>-</u>	<u>28,000</u>
		=====	=====	=====	=====
	<b>Total grants outstanding at 30 June 2020</b>				<u><b>28,000</b></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 2020

## 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 4 grants totalling £104,500 (2018/19: 6 grants totalling £112,100) to organisations of which the following Trustees, or their close families, may be regarded as related parties at the time of the decision:

	£
THE MULBERRY CENTRE <i>David Meggitt (Trustee at The Mulberry Centre)</i>	30,000
MTV YOUTH HAMPTON <i>Revd Ben Lovell (Trustee at MTV Youth Hampton)</i>	24,000
HOME-START RICHMOND, KINGSTON AND HOUSLOW <i>Victoria Reid (Volunteer at Home-Start)</i>	35,000
LEARN ENGLISH AT HOME <i>Victoria Reid (Volunteer at Learn English at Home)</i>	15,500
	<u>104,500</u> =====

19. RECONCILIATION OF NET EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES	2020 £	2019 £
<b>NET EXPENDITURE FOR THE REPORTING PERIOD</b>	(4,878,049)	(517,948)
Adjustments for:		
Dividends, interest and rents from investments	(1,912,388)	(2,363,673)
Net losses on investments	4,407,556	312,741
Depreciation charges	15,795	9,928
Decrease in debtors	14,966	74
(Decrease)/increase in creditors	(24,519)	192,250
<b>NET CASH USED IN OPERATING ACTIVITIES</b>	<u>(2,376,639)</u> =====	<u>(2,366,628)</u> =====
<b>20. ANALYSIS OF CASH AND CASH EQUIVALENTS</b>	<b>2020</b> £	<b>2019</b> £
Cash at bank and in hand	1,412,033 =====	2,237,337 =====

## HAMPTON FUEL ALLOTMENT CHARITY

NOTES TO THE FINANCIAL STATEMENTS (Continued)  
for the year ended 30 June 2020

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21.	FINANCIAL INSTRUMENTS	2020	2019
		£	£
	Carrying amount of financial assets:		
	Equity instruments measured at fair value	54,485,582	58,388,560
		=====	=====

**HAMPTON FUEL ALLOTMENT CHARITY****FINANCIAL STATEMENTS  
for the year ended 30 June 2020****ACCOUNTANT'S REPORT TO THE BOARD OF TRUSTEES OF HAMPTON FUEL ALLOTMENT CHARITY ON THE  
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020**

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 19 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  
Chartered Accountants  
Third Floor, One London Square  
Cross Lanes  
Guildford  
Surrey GU1 1UN

Date: 10 March 2021