

## COUNCIL TRUSTS

### CABINET - 30 OCTOBER 2014

To receive, for information only, a report on the management and administration of those Trusts where Cabinet acts as the Trustees.

Part 7E of the Constitution provides advice to Members on their specific duties and responsibilities when acting as a Trustee. There is also further detailed guidance issued by the Charity Commission which helps Members to understand the role expected from them and to ensure that they don't place themselves or the Authority in a difficult or inappropriate position by failing to fulfil their responsibilities fully.

Members of Cabinet, acting as Trustees of the following Trusts, are asked to note their obligations as Trustees and to note that there are no issues which require their further consideration. The Annual Accounts for 2013/14 financial year for the Working Boys Club and the Kidwells Park Trust, are attached for information. An annual return is submitted, via an online form, for both charities on the Charity Commission website. As in previous years, nil returns will be submitted, via the online form, for the Royal Borough Recreation Trust and Clewer Memorial Recreation Ground Trust as there has been no financial activity for those trusts.

#### Appendix A - Extract from the Council's Annual Accounts

Name	Summary of role /obligations / objectives	Key Documents	Trustees - Appointments and arrangements for re-appointment	Note on the Current Status of Appointees	Issues raised for Trustees to note/consider further.	Lead Officers from RBWM for dealing with the Trust	Date of last Annual Return + Officer Responsible for submission
<b>Category 1 – Charitable Trusts</b>	<b>Charitable Trusts where Cabinet is acting as Trustees on behalf of the Council.</b>						
<b>Royal Borough Recreational Trust No – 308246</b>	OBJECTS - To provide or to assist in providing facilities for recreation or other leisure time occupation in the interests of social welfare for the benefit of the inhabitants of the RBWM OLD NAME – The Maidenhead Recreational Centre Trust ARRANGEMENT - RBWM as LA is the Freeholder of the land occupied by the Magnet Leisure Centre and has granted a Lease to RBWM as Trustee for a 99 lease with effect from 1/Nov/1971 Changed name and widened remit with effect in 1991	1 <sup>st</sup> Nov 1971 – Trust Deed 19th Sept 1975 – Scheme varied to reflect built MLC facility 18th Mar 1985 – Lease between RBWM as LA and RBWM as Trustee signed 15th April 1991 – Supplemental Deed to reflect change of name and widen remit of the Trust	Members of Cabinet	Cabinet confirmed as acting on behalf of Council at Cabinet October 2005.	No concerns raised as of 17/10/14; Cabinet to consider on 30/10/14	Kevin Mist	Annual Return for 31 March 2014 submitted 24 July 2014

Name	Summary of role /obligations / objectives	Key Documents	Trustees - Appointments and arrangements for re-appointment	Note on the Current Status of Appointees	Issues raised for Trustees to note/consider further.	Lead Officers from RBWM for dealing with the Trust	Date of last Annual Return + Officer Responsible for submission
<b>Working Boys Club</b> <b>No – 237922</b>	OBJECTS - To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, with the object of improving their conditions of life.	29 <sup>th</sup> Sept 1953 – Property (No 22 Cookham Road) was vested in Berks CC by Charity Commissioners by way of Scheme. Deed No C/Z 475 1st June 1970 - Scheme amended 20 May 2008. In 2008 - 22 Cookham Road was sold and the proceeds (£614k) was invested. The annual income is used to provide services for young people at 4 Marlow Road.	Members of Cabinet	Cabinet confirmed as acting on behalf of Council at Cabinet October 2005.	No concerns raised as of 17/10/14; Cabinet to consider on 30/10/14	Kevin Mist	Annual Accounts/Return for 31 March 2014 submitted 25 September 2014
<b>Kidwells Park Trust</b> <b>No – 300178</b> <b>(Ref 5/20/30)</b>	Includes the site at No 4 Marlow Road – which has a peppercorn rent. Arrangement between RBWM as Council/LA and RBWM as Trustee OBJECTS – Public Park and Recreation Ground. The land occupied by Norden Farm Centre for the Arts was placed in the hands of The Kidwells Trust with a stipulation that it could only be used as an Arts Centre and is leased back to NFCT on a 125 year lease.	23 <sup>rd</sup> July 1890 – Deed of Gift 7th Nov. 1946 – Conveyance 21st July 1971 - Scheme	Members of Cabinet		No concerns raised as of 17/10/14; Cabinet to consider on 30/10/14	Kevin Mist	Annual Return for 31 March 2014 submitted 25 September 2014
<b>The Clewer Memorial Recreation Ground</b> <b>No 300183</b>	OBJECTS - Purposes of a public recreation ground.	Trust deed dated 13 <sup>th</sup> March 1929 as amended by a deed of exchange dated 11 <sup>th</sup> June 1969 and Minutes of the meeting of Leisure Services Board (LSB16/94 – 90) 14 <sup>th</sup> June 1994, confirm. Exchange of correspondence with the Charity Commission 1994 confirms.	Members of Cabinet		N/A - dormant	Steve Anderson	Annual Return for 31 March 2013 submitted on 30 July 2013

## NOTES TO THE ACCOUNTS

### 52 Trusts and Other Entities

The trusts and other entities administered by the Council, do not form part of the accounts and are published here for information.

	Balance at 31st March 2013 £'000	Receipts in Year £'000	Payments /Transfers in Year £'000	Balance at 31st March 2014 £'000
Local Enterprise Partnership (LEP)	7,053	571	3,965	3,659
Flexible Home Improvements Ltd (FHIL)	1,323	44	613	754
Kidwells Park Trust	386	1	1	386
RBWM Flood Relief Fund	258	2	42	218
Mayor's Benevolent Fund	37	3	3	37
Working Boys Club	613	77	24	666
Thames Valley Athletic Centre	87	-	88	(1)
Other Trust Funds	1	-	-	1
RBWM Commercial Services Ltd	-	1,319	861	458
<b>Trusts Total</b>	<b>9,758</b>	<b>2,017</b>	<b>5,597</b>	<b>6,178</b>

#### Local Enterprise Partnership (LEP)

The LEP was incorporated in December 2011 and pulls together key players across Thames Valley and Berkshire representing education, employment and skills, SME and corporate enterprises, Local Authorities and the community sector - all working together to bring about a plan that will deliver economic prosperity for the next 20-30 years.

#### Flexible Home Improvements Ltd (FHIL)

This company was incorporated in March 2008 for the purpose of making loans to homeowners thus improving private sector housing. The company is initially funded by a grant from the Regional Housing Board and transfers amounts for subsequent loan to local authorities in Berkshire, Buckinghamshire, Oxfordshire and Surrey.

#### Kidwells Park Trust

This Trust was established by J.M.Pearce who donated the land on which Kidwells Park and some surrounding buildings now stand. The funds in the Trust, resulting from the sale of the College of Art in Marlow Road, Maidenhead to Berkshire County Council, are temporarily invested pending agreement with the Charity Commissioners on their use for the provision of arts facilities in Maidenhead.

#### Royal Borough of Windsor and Maidenhead Flood Relief Fund

Following approval from the Charity Commissioners, this Fund is the combination of funds established in 1949 to provide essential relief measures in time of flood.

#### Mayor's Benevolent Fund

This Fund was established in February 1975 for general charitable purposes for the benefit of residents or persons working within the Royal Borough.

#### Working Boys Club

This Trust received £613,000 on sale of 22 Cookham Rd, Maidenhead in 2008/09 and this has been invested in a fund to protect its value and ensure a revenue stream to finance the activities of the charity. The objectives of the charity are to provide facilities for youth in the borough with a preference for clubs and associations.

#### Thames Valley Athletics Centre

Two sinking funds, created for the purpose of maintaining the athletics track and buildings, are invested on behalf of the TVAC Joint Committee.

#### Other Trust Funds

There are six small trust funds, each with a balance of less than £500 at 31st March. These trust funds are the Sunningdale Gravel Allotment Trust, Sunninghill Fuel Allotment Trust, John Lewis, D.E. Cooke, E Pasco and the Tester Award Drama Trusts.

#### RBWM Commercial Services Ltd

Covanta RBWM Ltd, which provides Waste Treatment and Disposal services, was acquired by RBWM as a result of its American parent company Covanta Energy Corporation withdrawing from the UK waste market. As part of the process the name of the company has been changed.

At this time the closing balance of £458,000 is not material and therefore has not been consolidated into group accounts.

**WORKING BOYS CLUB**  
Charity Registration number: 237922

**ANNUAL REPORT**  
**2013 / 2014**

INTRODUCTION

The annual report of the Working Boys Club is a legal requirement of the Charities Act and is produced for the annual meeting of the Trust.

TRUSTEES

The Trustees are: Members of Royal Borough of Windsor and Maidenhead's Cabinet acting on behalf of Council.

AIMS AND OBJECTIVES

The charity works in Maidenhead Berkshire.

The object of the charity is to provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, with the object of improving their conditions of life.

FINANCE


In 2008/9 the trust received £614,000 on the sale of 22 Cookham Rd. Maidenhead. This asset was previously held and managed within the Royal Borough of Windsor and Maidenhead's property portfolio on behalf of the trust.

The trust's funds are invested by the RBWM Treasury Management Team.

There is an agreement in place that any interest received on the investment is transferred in equal shares to the Marlow Road Community Centre and Marlow Road Youth Club.

CONCLUSION

The receipt from the sale of 22 Cookham Rd. has been invested in a fund to protect its value and ensure a revenue stream to finance the activities of the charity.

Signed: ..........

Date: .....2/10/14.....

Councillor David Burbage on behalf of the Trustees

**Working Boys Club  
Notes to the Accounts  
31 March 2014**

Accounting Policies

Basis of Preparation

- (a) These accounts have been prepared on an accruals basis and include income and expenditure as they are earned or incurred, rather than as cash is received or paid.
- (b) The accounts are prepared in accordance with the SORP for Charity Accounting published in October 1995.

**Working Boys Club  
Statement of Financial Activities  
31 March 2014**

	<u>Notes</u>	<b>Expendable Endowment Fund</b> £	<b>2013/14 Total</b> £	<b>2012/13 Total</b> £
<b>Incoming Resources</b>				
Interest (Gross)		24,288	24,288	22,831
<b>Total Incoming Resources</b>		<b>24,288</b>	<b>24,288</b>	<b>22,831</b>
<b>Resources Expended</b>				
Donations Made		24,288	24,288	22,831
<b>Total Resources Expended</b>		<b>24,288</b>	<b>24,288</b>	<b>22,831</b>
<b>Net Incoming Resources</b>		0	0	0
<b>Unrealised Gain</b>	1	53,047	53,047	0
<b>Net Movement in Funds</b>		<b>53,047</b>	<b>53,047</b>	<b>0</b>
Funds Brought Forward at 31 March 2013		<b>613,113</b>	613,113	613,113
<b>Fund Balances carried forward as at 31 March 2014</b>		<b>666,160</b>	<b>666,160</b>	<b>613,113</b>
 <b>Balance Sheet 31 March 2013</b>				
		<b>Expendable Endowment Fund</b> £	<b>2013/14 Total</b> £	<b>2012/13 Total</b> £
<b>Current Assets</b>				
Bank and Deposit Accounts		666,160	666,160	613,113
<b>Current Liabilities</b>				
		0	0	0
<b>Net Current Assets</b>		<b>666,160</b>	<b>666,160</b>	<b>613,113</b>
<b>Net Assets</b>		<b>666,160</b>	<b>666,160</b>	<b>613,113</b>
 Financed by:				
<b>Fund Balances</b>				
Expendable Endowment		666,160	666,160	613,113
		<b>666,160</b>	<b>666,160</b>	<b>613,113</b>

**Notes**

1. This represents the change in market value of the investment held with Legal and General.

**KIDWELLS PARK TRUST**  
Charity Registration No. 300178

**ANNUAL REPORT**

**2013/2014**

1. **INTRODUCTION**

The production of the annual report of the Kidwells Park Trust is a legal requirement of the Charities Act. The Kidwells Park Trust consists of the full Council of the Royal Borough of Windsor and Maidenhead acting as Trustees (for details see Note 4). The principal address of the charity is: - Town Hall, St Ives Road, Maidenhead, SL6 1RF.

The scheme of 21<sup>st</sup> July 1971 regulates the purposes and administration of this charity.

2. **AIMS AND OBJECTIVES**

The Terms of the Trust permit the Council to assist in providing facilities for recreation and other leisure time occupations in the interests of social welfare for the benefit of the inhabitants of the Royal Borough of Windsor and Maidenhead.

Grants from the Trust should be aimed at increasing cultural activity and targeting facilities or events that would not normally be provided without such assistance and excluding those items that would otherwise qualify for assistance under the Council's normal Revenue Grants Scheme. Wherever possible the Grants Panel aims to keep grants awarded in line with annual investment income.

Applications to the Trust for financial assistance towards events/items of equipment can be made on the basis of estimated figures, but actual evidence of expenditure incurred/to be incurred will be required for any monies to be released.

If the application relates to a one-off concert/performance, etc., for which income is to be received, details of all expected income are to be included within the application.

Any event or piece of equipment for which a grant was approved must be held or used within the Royal Borough and must be primarily for the benefit of its residents.

3. **RISKS**

There are no risks to which this charity is exposed.

#### 4. FINANCE

The Kidwells Park Trust grants to be awarded for 2013/14 were discussed at a Cabinet meeting of the Royal Borough of Windsor and Maidenhead on 7<sup>th</sup> February 2013 and at quarterly grant panel meetings during the financial year.

After consideration of the applications, Cabinet resolved the following:-

That, subject to:

- (i) All the organisations concerned providing suitable acknowledgement for the grant assistance in all publicity material produced.
- (ii) Organisations ensuring that there was adequate insurance cover for items purchased with grant assistance.
- (iii) Organisations continuing to look for other forms of sponsorship for special events.

The following grants be awarded:-

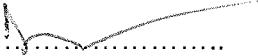
<b>07/02/2013</b>		
		<b>Awarded</b>
<b>Organisation</b>	<b>Description</b>	<b>£</b>
<b>Datchet WI Group</b>	To engage professional artists to demonstrate their techniques.	<b>100</b>
<b>Maidenhead Choral Society</b>	Towards the costs of putting on a concert	<b>200</b>
<b>Maidenhead Music Society</b>	To engage more well-known artists for an end-of-season concert	<b>200</b>
<b>Windsor Fringe</b>	To promote the ever-expanding "Exhibition and Artists Open House".	<b>200</b>
<b>25/02/2013</b>		
<b>Arts Bursary</b>	To award bursaries to young people who live in the Royal Borough to support them in their chosen discipline.	<b>1,000</b>
<b>28/05/2013</b>		
<b>Arts Bursary</b>	Towards cost of hire of Windsor Leisure Centre for concert performance on 29 June 2013.	<b>500</b>
<b>Total Grants Awarded 2013/14</b>		<b><u><u>2,200</u></u></b>



5. CONCLUSION

Applications to the Trust continue to exceed funds available for distribution, but as several did not meet the aims and objectives of the Trust, the total of grants awarded was within the amount available.

The Trust continues to assist in providing facilities for recreation and other leisure time occupations in the interests of social welfare for the benefit of the inhabitants of the Royal Borough of Windsor and Maidenhead.

Signed:  .....

Date: 2/10/14 .....

Councillor David Burbage on behalf of the Trustees

**Kidwells Park Trust**  
**Statement of Financial Activities**  
**31 March 2014**

	Notes	Designated Funds £	2013/14 Total £	2012/13 Total £
<b>Incoming Resources</b>				
Interest (Gross)		1,130	1,130	1,095
<b>Total Incoming Resources</b>		<b>1,130</b>	<b>1,130</b>	<b>1,095</b>
<b>Resources Expended</b>				
Grants Awarded	2	2,200	2,200	4,700
Building Maintenance		42	42	329
<b>Total Resources Expended</b>		<b>2,242</b>	<b>2,242</b>	<b>5,029</b>
<b>Net Incoming/ (Outgoing) Resources</b>		<b>(1,112)</b>	<b>(1,112)</b>	<b>(3,934)</b>
<b>Net Movement in Funds</b>		<b>(1,112)</b>	<b>(1,112)</b>	<b>(3,934)</b>
Funds Brought Forward at 31 March 2013		351,245	351,245	355,179
<b>Fund Balances carried forward as at 31 March 2014</b>		<b>350,133</b>	<b>350,133</b>	<b>351,245</b>
<b>Balance Sheet</b> <b>31 March 2014</b>				
		Designated Funds £	2013/14 Total £	2012/13 Total £
<b>Current Assets</b>				
Bank and Deposit Accounts Debtor		386,104	386,104	386,116
<b>Current Liabilities</b>				
Creditors and Accruals	3	35,971	35,971	34,871
<b>Net Current Assets</b>		<b>350,133</b>	<b>350,133</b>	<b>351,245</b>
<b>Net Assets</b>		<b>350,133</b>	<b>350,133</b>	<b>351,245</b>
Financed by:				
<b>Fund Balances</b>				
Designated Funds		350,133	350,133	351,245
		<b>350,133</b>	<b>350,133</b>	<b>351,245</b>

**Kidwells Park Trust**  
**Notes to the Accounts**  
**31 March 2014**

**1. Accounting Policies**

**1.1 Basis of Preparation**

- (a) These accounts have been prepared on an accruals basis and include income and expenditure as they are earned or incurred, rather than as cash is received or paid.
- (b) The accounts are prepared in accordance with the SORP for Charity Accounting published in October 2005.

**1.2 Fixed Assets**

There are three areas of land belonging to the Trust. The Council offices at Marlow Road, Maidenhead and land at Albert Street, Maidenhead are valued at £1 each as they both have long leases.

Kidwells Park itself is considered to be a community asset and is also valued at £1.

**2. Grants awarded in 2013/14**

<b>Organisation</b>	<b>£</b>
Datchet WI Group	100
Maidenhead Choral Society	200
Maidenhead Music Society	200
Windsor Fringe	200
Arts Bursary	1,500
<b>Total</b>	<b>2,200</b>

**3. Resources expended – Grants**

<b>Organisation</b>	<b>£</b>
Maidenhead Choral Society	200
Maidenhead Music Society	200
Windsor Fringe	200
Arts Bursary	500
<b>Total</b>	<b>1,100</b>

Sums accrued:-

<b>Organisation</b>	<b>£</b>
Datchet WI Group	100
Arts Bursary	1,000
Accrued grants from previous years	34,871
<b>Total</b>	<b>35,971</b>

#### 4. List of Trustees

Councillor Natasha Airey	Councillor Lynne Jones
Councillor Sinead Archer	Councillor Richard Kellaway
Councillor Christine Bateson	Councillor Peter Lawless
Councillor George Bathurst	Councillor John Lenton
Councillor Malcolm Beer	Councillor Paul Lion
Councillor Phillip Bicknell	Councillor Philip Love
Councillor Paul Brimacombe	Councillor Sayonara Luxton
Councillor Clive Bullock	Councillor Asghar Majeed
Councillor David Burbage	Councillor Duncan McBride
Councillor Catherine Bursnall	Councillor Simon Meadowcroft
Councillor Tom Bursnall	Councillor Alan Mellins
Councillor Peter Comber	Councillor Marion Mills
Councillor David Coppinger	Councillor Gary Muir
Councillor Carwyn Cox	Councillor Kathryn Newbound
Councillor Wisdom Da Costa	Councillor John Penfold
Councillor Simon Dudley	Councillor Eileen Quick
Councillor David Evans	Councillor Colin Rayner
Councillor James Evans	Councillor MJ Saunders
Councillor Sue Evans	Councillor Hari Sharma
Councillor John Fido	Councillor Derek Sharp
Councillor George Fussey	Councillor Adam Smith
Councillor Jesse Grey	Councillor Claire Stretton
Councillor Christian Harris	Councillor John Stretton
Councillor Geoffrey Hill	Councillor John Story
Councillor David Hilton	Councillor Leo Walters
Councillor Charles Hollingsworth	Councillor Simon Werner
Councillor Maureen Hunt	Councillor Derek Wilson
Councillor Mohammed Ilyas	Councillor Lynda Yong
Councillor Andrew Jenner	