



Local giving for local need

**Report of the Directors and  
Financial Statements  
for the Year Ended 31 March 2019**

**for**

**Community Foundation for Surrey  
(Limited by Guarantee)**

Registered Charity Number: 1111600

Company Number: 05442921

**Community Foundation for Surrey  
Report of the Directors and Financial Statements for the Year Ended 31 March 2019**

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## Chairman's Report

2018-19 was another successful year for the Community Foundation for Surrey. More than £2 million was raised for local philanthropy, and over £24 million has now been raised for local causes since the Community Foundation opened its doors 14 years ago.

Grants awarded were also at a record high and amounted to £1.43 million for the year.

This is particularly impressive because during the year we moved to quarterly grants panel meetings and the timings were such that we only held three meetings during 2018-19. Had there been four meetings, the total might have been nearer £1.8 million.

### Launch of the Surrey Mental Health Fund

This year saw the Foundation launch the *Surrey Mental Health Fund* to address an identified area of need. This has resulted in quite a lot of increased publicity, including appearing on local radio to promote the Fund. We are grateful to all those who have donated to this Fund, helping us to meet our initial target of £100,000. A first round of grants, totalling £54,000, is supporting an excellent range of local projects. Initially, grants are being made to early intervention projects helping children and young people aged 8-13 develop emotional resilience and self-esteem. Consideration will be given to innovative new ideas and pilot projects, as well as existing work.

### Unmet Need

We are immensely grateful for the support and confidence of our existing donors and those who chose to join our community of local philanthropists by establishing and contributing to 11 new Funds in the year. Without them, none of the achievements of the last year would have been possible. However, there remains a significant level of unmet need – In 2018/19, due to insufficient funds, we were unable to support over £1.5 million of requests. The need for our work is therefore unquestionable.

### Changes at the Top

Our constitution provides that Trustees may only serve for a maximum of nine years and three current Trustees will reach this milestone in September 2019. I would like to take this opportunity to thank Richard Whittington and Graham Williams for their contributions and wise counsel. They will be sorely missed. I am also required to step down and I am delighted that Jim Glover OBE has kindly agreed to lead the Foundation from September.

It has been a great privilege to be Chairman. When I started, Endowment Funds were £6.5 million, and the annual grants programme provided grants of £735,000. So, the organisation is now a bit different from what it was. This hasn't got much to do with me. It's all down to the executive team. I inherited a good one and we have been able to build on strong foundations. It will be interesting to see where we are in another 9 years! I wish the Foundation well.

### David Frank, Chairman



Left to right: David and Jim

## Trustees' Annual Report for the Year Ended 31 March 2019

The trustee report incorporates the Director's report as required by company law.

### Objectives and Activities

The Foundation is a grant-making charity, with the stated objects being the promotion of charitable purposes for the benefit of the community in the county of Surrey.

### Vision

The Foundation's vision is to create a culture of philanthropy in Surrey that will change people's lives and build stronger communities.

### Values

During 2018-19, the Foundation adopted a refreshed set of values, which outline the type of organisation we want to be – confident and bold, intelligent and thoughtful, a positive partner, responding to emerging needs and seizing opportunities:

*Ambitious – Professional – Supportive – Empowering – Pro-active*

### Strategic Aims

The Foundation's three key strategic aims, and activities to support these aims, within the year were as follows:

- **Developing philanthropy** – To inspire those with resources to give in support of Surrey's local needs

Events, presentations, newsletters, social media posts and face-to-face meetings held during the year served to publicise the work of the Foundation and promote an increased level of involvement in local philanthropy. Highlights include events held at West Horsley Place and Westminster Abbey, to introduce several local individuals to the work of the Foundation.

- **High quality donor care** – To help donors meet their philanthropic ambitions and enable collaboration

For those who have established funds, the Foundation provides a bespoke service according to the desired level of involvement from the individual fund holder. Donors benefit from the in-depth knowledge of the Foundation's team in relation to the local voluntary sector and identified needs within the county. Gatherings held throughout the year also enable Donors to exchange information with other philanthropists.

- **Effective and strategic grant-making** – To meet identified local needs across the county of Surrey

The Foundation's grants team increased its programme of outreach activities, including funding surgeries, presentations, one-to-one meetings and events to attract applications from a diverse range of voluntary groups. Pro-active work was also undertaken to promote the availability of funding in 'harder to reach' communities. Through the application and assessment process, the Foundation ensures that grants are targeted at identified local needs and will be an effective use of funds.

### Public Benefit

The Trustees confirm that they have complied with the duty in the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission in determining the activities of the Foundation. The Trustees review the activities of the Foundation against its aims on an ongoing basis and are satisfied that all the activities continue to focus on achieving its aims. No specific issues of detriment or harm have been identified.

### Charity Governance Code

For the annual Board self-assessment, Trustees considered each of the 7 key areas identified in the Code:

*Organisational Purpose; Leadership; Integrity; Decision-making, risk and control;  
Board Effectiveness; Diversity; and Openness and Accountability*

Diversity, along with geographic representation of Surrey, were seen as important areas to be addressed in the next 12 months.

## Achievements and Performance

### Highlights



Over  
**£2 million**  
generated in  
resources to help  
those in need

Over

**£1.4 million**

distributed to support local communities



**373**

unique grant  
recipients



**435**

grants awarded



Average value of  
grant awarded to  
organisations:

**£4,878**



Largest grant:

**£60,000**

### Philanthropy and Donor Care

Donations for immediate grant-making totalled £1,220,948 (the highest level ever achieved and a 29% increase on donations received in 2017-18), and a further £260,087 was received in donations to endowment during 2018/19 (bringing the total Endowment Funds to a total of £12,297,491 at 31 March 2019). With £549,573 received (including net indexed gain and capital withdrawals) from Endowment Funds during the year and made available for grant-making, this gives a total of over £2 million generated to help those in need, by the Foundation's activities in the year to March 2019.

#### ▪ Bespoke Funds

Creating a bespoke fund allows donors to direct their giving to the causes about which they are most passionate, with the Foundation's team providing the grant-making expertise, comprehensive due diligence and recommendations, as well as connecting the donors to their supported projects by organising visits.

#### Individual and Family Giving

We currently work with 30 individuals and families, providing bespoke Donor-Advised Funds in this way, including legacy / in memoriam giving.

#### Corporates

We currently have 13 Funds where we work in partnership with local companies to fulfil their Corporate Social Responsibility (CSR), enabling effective giving to good causes and engaging employees in these activities.

#### Charitable Trusts

We have 11 bespoke funds which have either been established through trust transfers in the case of inactive or closing trusts or where we work in partnership with an active trust to deliver local grant-making.

#### ▪ Collective Funds

The 28 collective funds are comprised of donations from a wider group of local donors, united around a shared interest – whether that be a locality or theme. Joining with others in this way means that multiple donations are pooled together, to achieve greater impact.

Our 82 active funds at 31 March 2019 are listed below, including both Endowment Funds and Flow-through Funds (the latter being funds donated for immediate grant-making).

# Our Funds

We would like to thank all of our Donors and Fund Holders who between them have made a substantial contribution to improving the lives of people across Surrey.

## Individual and Family Giving

Arabella and Julian Smith Family Trust Fund  
Baker Family Fund  
Bexington Fund  
Borrows Charitable Trust Fund  
Bryn Siriol Fund  
Burnett Music Fund  
Burnett Environmental Fund  
Carrington Family Trust Fund  
CARTS Fund  
Christim Beck Community Fund  
Cyrus Fund  
Dancer Fund  
East Court Fund  
Gabrielle E Thornton Fund  
Hamilton Fund  
Hazelhurst Fund  
Kaye Family Fund  
LBM Jem Fund  
Ockley Community Fund  
One & 35 Fund  
Orchid Environmental Trust Fund  
Parkes Fund  
Perros Trust Fund

## Legacy / In Memoriam Funds

Carl Burrows Trust Fund  
David Tyson Memorial Fund  
Dora Fedoruk Memorial Fund  
Fiona Strong Memorial Fund  
Lawther Community Fund  
Mamie Mollan Community Fund  
Rebecca Cannon Vitality Fund

Working in Partnership with

## Charitable Trusts

Betty Parr Whitbread Music Fund  
Bishop of Guildford's Foundation  
Carers Support (Guildford) Fund  
Carers Support (Runnymede) Fund  
Fidelity UK Foundation Surrey Community Development Fund  
Netherby Trust Fund  
NIBS Wells Fund  
The Pargiter Trust Fund  
The Peter Harrison Foundation Community Fund  
Pitstop Community Fund  
The Thomas Trust Community Fund

## Corporate Giving

Birtley House Fund  
Charles Russell Speechlys Community Fund  
CSH Surrey Community Fund  
Dunsfold Park Fund  
Electronic Arts Educational Fund  
Electronic Arts Youth Fund  
Gatwick Airport Foundation Fund  
Gold-i Innovation Fund  
Lowell Giving  
Memset Community Fund  
Royal London  
Thermotech Strategic Fund

Tampon Tax Fund

**Total Bespoke Giving: 54 Funds**

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## Area Funds

Chiddingfold Community Fund  
Chobham Bly Lawson Community Fund  
Elmbridge Philanthropy  
Epsom & Ewell Community Fund  
Guildford Philanthropy  
Hambledon Community Fund  
Haslemere Challice Community Fund  
Horley Edmonds Community Fund  
Horsleys Community Fund  
Lower Green Neighbourhood Fund  
Peaslake Village Community Fund  
Reigate and Banstead Community Fund  
Runnymede Community Fund  
Surrey Heath Community Fund  
Tandridge Community Fund  
Woking Community Fund

## Themed Funds

Guildford Young Carers Fund  
#iwill Fund  
Liz Wheatley Northbourne Community Fund  
Surrey Mental Health Fund  
Surrey Community Arts Fund  
Surrey Community Fund  
Surrey Education Fund  
Surrey Hills Trust Fund  
Surrey Sports Fund  
Surrey Supported Employment Fund  
Surrey Young People's Fund  
Step Change Fund

**Total Collective Giving: 28 Funds**

## Trustees' Annual Report for the Year Ended 31 March 2019

### Our Grantmaking

During 2018-19, the Foundation awarded 435 grants to community groups and individuals across Surrey, totalling £1,431,426 (net amount total £1,365,334). The average grant awarded to community groups was £4,878 and the largest grant awarded in the year was £60,000. Since it was established in 2005 to 31 March 2019, the Foundation has awarded 3,266 grants totalling £9,654,923.

The chart below shows the breakdown of grants awarded in 2018-19 by theme to Groups:

Grant Recipient	Project Description – Summary	Amount
<b>Health &amp; Wellbeing (127 records)</b>		<b>£670,616.82.82</b>
40 Degreez Centre	Health Hub for 10 to 13 year-olds.	£7,916.00
Action for Carers (Surrey)	Young Carers Buddy Scheme Pilot Project.	£4,000.00
Active Prospects	A health and relationship programme for women with learning and mental disabilities.	£4,000.00
Age UK Surrey	Counselling Service for older people.	£8,755.81
Alliance of Surrey Mediation Services	Funding to provide coaching for victims of Anti-Social Behaviour.	£5,000.00
B@titude	To continue to offer a counselling service in Leatherhead North.	£4,000.00
Bordon Liphook & Haslemere Charity	Nominated grant to fund Christmas Vouchers for people in need in Haslemere.	£4,500.00
Catalyst	Improvements to the waiting/staff area of a charity providing counselling.	£2,000.00
Catalyst	Increased supervision for counsellors of a drug and alcohol counselling service.	£8,000.00
Chaldon Village Cricket Club	Pavilion refurbishment at a Cricket Club in Tandridge.	£500.00
Change of Scene	Early Intervention Fund for a charity which supports young people at risk of school exclusion.	£2,946.00
Chiddingfold Cricket Club	Training of volunteer cricket coaches.	£1,000.00
CHIPS	Summer play scheme for disadvantaged children in Guildford.	£2,000.00
Church Housing Trust	Access to gym and fitness facilities for the residents at 2 supported housing schemes.	£4,000.00
Claridge House	Rest, renewal, and wellbeing breaks for Carers.	£4,250.00
Connect Counselling Service	Core costs for an organisation providing counselling and support for adults and families.	£6,000.00
Creative Response Arts	Creative Arts Peer Support Group and outreach project for people with mental ill-health.	£3,250.00
Dementia Care Effingham	Nominated grant to Dementia Care Effingham.	£1,000.00
Disability Initiative	Sessions for adults with long term or acquired physical disability or brain injury.	£2,000.00
East Horsley Cricket Club	New roller for a local cricket club.	£1,000.00
East Surrey Community Mediation	Funding support for the merger of East Surrey Community Mediation, the Association of Mediation Services and local Community Mediation Services.	£18,400.00

East Surrey Domestic Abuse Services	Funding to enable a strategic investment in IT, to more efficiently manage client information.	£10,964.00
East to West	Relational Support Work in Thomas Knyvett College.	£10,586.00
East to West	Training of Wellbeing Ambassadors at a school in Redhill.	£2,000.00
Eikon	Funding for a new IT platform.	£30,000.00
Elmbridge Community Link	Part-funding for "Wednesday Wellbeing" activities for Learning Disabled adults in Elmbridge.	£4,000.00
Elmbridge Rentstart	Funding to support development of a property management social enterprise for homeless people.	£30,000.00
Elstead Village Halls	Replacement equipment for a village hall cinema.	£4,000.00
Emerge Advocacy CIO	Salary costs to establish a mental health support project at St Peter's Hospital in Chertsey.	£6,990.00
Epsom and Ewell Air Training Corps	Equipment for a Life Saving CPR Skills Training Project.	£700.00
Esher & District CAB	Support for clients of a CAB to access disability benefits.	£3,000.00
Farncombe Day Centre Ltd	Operational costs for a day centre in Waverley which provides services to older people.	£9,931.00
Farnham District Scout Council	Rainwater harvesting system for a District Scout Council campsite.	£5,000.00
Farnham Maltings Association Limited	A weekly and inclusive musical group for people living with dementia and their carers.	£2,519.00
Friends of Dorking Nursery School & Children's Centre	Counselling sessions for parents who attend a children's centre.	£840.00
Frimley Health Charity	New equipment for the Stroke Unit at Frimley Hospital.	£2,300.00
Generation Church	Support for Epsom and Ewell Foodbank.	£1,000.00
Generation Church	To continue to offer the counselling service to clients who come into the foodbank.	£2,500.00
George Abbot School	Wellbeing projects for young people at a secondary school.	£9,650.00
Goldsworth Park Rangers FC	Football kit and equipment for a local team of young people.	£3,250.00
Guildford Shakespeare Company	Inter-generational drama project based on Shakespeare.	£3,200.00
Haslemere Walks for Health	Core costs for a walking health group.	£975.00
Headway Surrey	Unrestricted grant to support Headway Surrey core costs.	£2,000.00
Headway Surrey	Staff costs to support Headway Surrey's services to people with acquired head injury.	£2,500.00
Holistic Harmony	Access to complementary therapy for sufferers of mental ill-health.	£1,828.50
Holy Cross Hospital	A wheelchair accessible space in the hillside woodland surrounding the hospital for disabled patients.	£8,000.00
Home-Start East Surrey	Core staff costs for an organisation supporting disadvantaged families in East Surrey.	£5,000.00
Horsley and Bookham Riding for the Disabled	Cost of the upkeep of ponies used by a Riding for the Disabled Association.	£1,000.00
Hospital Radio Wey	Equipment purchases for hospital radio studios.	£2,000.00
Imago Dei Prison Ministry	Parenting and confidence building courses for women at HMP Send.	£3,890.00
Jigsaw (South East)	Funding towards the salary of a Grief Support Worker	£5,000.00
Leatherhead Youth Project Ltd	Enabling continued relational support to vulnerable young people in North Leatherhead.	£21,000.00

Leatherhead Youth Project Ltd	Enabling continued relational support to vulnerable young people in Bookham.	£3,000.00
LinkAble Woking Ltd	Core costs for a charity supporting people who have learning disabilities.	£13,000.00
Look Good Feel Better	Workshops helping cancer patients to manage the visible side-effects of their treatment.	£5,470.00
Mane Chance Sanctuary	Salary for a full-time Groom/Equine behaviourist.	£3,000.00
Mane Chance Sanctuary	Water Bowser for an animal sanctuary which provides horse-based therapy.	£1,933.00
MGSO4 Epsom & Ewell Arts Festival	Creative arts project involving young people with mental ill-health.	£1,735.00
MGSO4 Epsom & Ewell Arts Festival	Creative arts project involving people with mental ill-health.	£1,200.00
Momentum	Counselling for young people.	£2,808.75
Momentum	Funding to cover the costs of a part-time Family Support Coordinator.	£9,500.00
Momentum	Music Therapy for 40 children with cancer or life-limiting conditions.	£3,500.00
Mustard Seed Autism Trust	Staff costs for a local charity supporting autistic children and their families.	£500.00
My Time for Young Carers	Project and Volunteer Co-ordinator salary costs to the student volunteer scheme.	£3,406.00
National Autistic Society Surrey Branch	Courses for parents/carers of children on the autistic spectrum.	£3,085.00
Normandy Cricket Club	Purchase of a defibrillator to be located at the Normandy Cricket Club and to be publicly accessible.	£1,100.00
North Surrey Community Counselling Partnership	Contribution Assistance Scheme for a charity providing counselling.	£5,500.00
Oakleaf Enterprise	Everyman Choir for vulnerable local men, particularly those suffering mental ill-health.	£15,000.00
Oakleaf Enterprise	Launch of Oakleaf Football Team 'Mighty Oaks.'	£1,500.00
Oasis Childcare Centre	Art Therapy for vulnerable children and families.	£2,500.00
Oxted and Limpsfield Cricket Club	Costs for a cricket project with local schools in Tandridge and surrounding areas.	£1,000.00
Parity For Disability	Minibus running costs for a day service supporting people with disabilities.	£750.00
Peaslake Visitors and Lunch Group	Peaslake Visitors & Lunch Group summer outing.	£350.00
Peer Productions	A 10-week empowering programme for girls with learning disabilities.	£7,000.00
Peer Productions	Delivery of a play to schools about self-harm.	£9,800.00
Prospero Theatre CIC	Workshops delivered by students who attend Special Educational Needs Schools.	£4,450.00
Prospero Theatre CIC	Community project with students at a Special Educational Needs School	£9,220.00
Queen Elizabeth's Foundation	Purchase of an adapted wheelchair for pre-school aged children.	£4,000.00
RASASC Guildford	Support for the salary of a Youth Counselling Coordinator working with young people who have experienced sexual abuse.	£10,000.00
Relate Mid-Surrey	Family counselling for disadvantaged families.	£5,122.92
Relate Mid-Surrey	Family counselling for disadvantaged families.	£5,122.92
Relate West Surrey	Therapeutic toys and play items for young people's counselling sessions.	£1,750.00
Renewed Hope Trust	Core running costs of a charity which supports homeless and vulnerable people.	£8,000.00

Runnymede and Spelthorne CAB	Rent in advance and tenancy support costs.	£3,000.00
Scorcher's Basketball Foundation	Basketball sessions for young people resident in disadvantaged areas of Surrey.	£6,000.00
Something To Look Forward To	Salary costs for a charity which provides gifts and family experiences for people with cancer.	£1,500.00
Southwark Diocesan Welcare	Two 12-week domestic abuse treatment and recovery programmes for children in East Surrey.	£2,486.00
Staines Boat Club	Funding towards the new toilet, showers and changing space for adaptive (disabled) rowers.	£3,000.00
Step by Step	Counselling services to young people aged 11-25 in Guildford and Waverley.	£10,000.00
St Francis Church - Horley	Refurbishment of toilets at a Church in Horley.	£780.00
St Mary's Church, East Molesey	Extended opening hours of a community café.	£3,000.00
St Peters House Project	Peer support from a volunteer buddy programme and specialist counselling for people living with HIV.	£4,890.00
Surrey Drug and Alcohol Care	SDAC Telephone Counselling Service.	£16,000.00
Surrey East Area Cruse Bereavement Care	Core costs for a bereavement counselling service for 1 year.	£3,000.00
Surrey Heath Veterans & Families	Core costs and an Armed Forces Mental Health First Aid course supporting veterans and their families.	£3,024.00
Surrey Minority Ethnic Forum	Workshops on issues which could affect the health of black and ethnic minority groups.	£8,842.00
Surrey Minority Ethnic Forum	Pilot project for BAME women in Surrey Heath who may be in crisis	£9,923.00
Synergy Dance Outreach	Dance, Fitness and Yoga sessions for visually impaired people.	£3,000.00
TALK	Aphasia support group costs.	£4,000.00
The Cellar Café	Core costs for a community café providing a secure and affordable place for disadvantaged people.	£4,042.23
The Clockhouse	Unrestricted donation to The Clockhouse.	£500.00
The Compassionate Friends	Local Support Groups for bereaved parents in Surrey.	£600.00
The Dance Movement	Pilot Project for vulnerable young people living in Waverley.	£4,814.69
Elmbridge and Runnymede Talking Newspaper Association	Access to new premises and secure place for mail for a Talking Newspaper Association.	£980.00
Fairlands and Normandy Practice Participation Group	Event for residents in the local communities of Fairlands, Normandy and Worplesdon.	£500.00
The Hope Hub Trust	Core start-up costs for a newly established CIO supporting homeless people in Surrey Heath.	£10,000.00
The Meath Epilepsy Trust	Unrestricted donation to the Meath.	£500.00
The Normandy Community Therapy Garden	Therapeutic horticulture group for people with Alzheimer's and dementia.	£2,940.00
The Prostate Project	Unrestricted donation to The Prostate Project.	£500.00
The Sandcastle Trust	Funding for short breaks for families in Surrey affected by a rare genetic condition.	£3,000.00
The Woodlarks Centre	A bathing system for a care home supporting individuals who have various physical or learning disabilities.	£3,000.00
Tongham Cricket Club	Equipment purchases for the junior section of a cricket club.	£600.00
Topic of Cancer	Operational costs for a choir for people with a cancer experience and their families.	£5,500.00

Voluntary Support North Surrey	Venue hire costs for 4 adult wellbeing support groups for those experiencing mental health issues.	£1,500.00
Walton Firs Foundation	Funding for creation of a High Ropes course at an outdoor activity centre.	£60,000.00
Wessex Children's Hospice Trust	An unrestricted donation of £500 to the Wessex Children's Hospice Trust.	£500.00
Wayside Hostel	Door entry system and CCTV for a hostel for vulnerable women.	£3,200.00
White Lodge Centre	Maintenance of a hydrotherapy pool used to support disabled people in Surrey.	£5,000.00
Windlesham Youth FC	The replacement of old goal posts for Windlesham Youth FC.	£500.00
Woking MIND	Core costs for a Woking-based charity supporting people with mental ill-health.	£2,500.00
YMCA East Surrey	Delivery of physical activities to adults with a disability/long-term health condition across East Surrey.	£2,000.00
YMCA East Surrey	Workshops for young people on mental health issues.	£10,000.00
Young Epilepsy	Funding for equipment for a wheelchair accessible playground for children with Epilepsy.	£4,500.00
yourSanctuary	Support for a domestic abuse helpline service across the whole of Surrey.	£10,500.00
yourSanctuary	Funding to extend community outreach support to provide emotional and practical help to those who have been affected by domestic abuse.	£10,000.00
yourSanctuary	Programme to support women move on from domestic abuse and rebuild their lives.	£4,050.00
Yvonne Arnaud Theatre Management	Project for young people who have a learning disability.	£2,000.00
<b>Arts, Culture &amp; Heritage (22 records)</b>		<b>£113,554.60</b>
Be Me Project	Courses for women and girls to encourage self-esteem and self-confidence.	£6,318.00
Bloomin' Arts	Employment of a Musical Director for a charity which supports learning disabled adults.	£2,500.00
Disability Arts in Surrey	Core costs for an umbrella organisation which promotes/celebrates the works of disabled artists.	£5,000.00
East Surrey Domestic Abuse Services	Funding for a Volunteer & Group Work Project supporting survivors of domestic abuse.	£9,955.00
Egham Museum Trust	Grant to Egham Museum.	£500.00
Emmaus Transformation Trust Limited	Sessions that support women and girls with increasing confidence and self-esteem, building resilience, and improving health and wellbeing.	£5,000.00
Excelsis Choir	Excelsis Choir and Clive Osgood CD Recording Project for summer/autumn 2018	£2,500.00
Freewheelers Theatre and Media Ltd	Music and dance based project for people with disabilities.	£2,500.00
Hale Community Centre	Support for a youth club programme for girls 11-14 in Sandy Hill estate.	£5,000.00
Halow Project	Health and wellbeing work tackling sexual health/relationship issues faced by learning-disabled young women.	£9,158.00
Haslemere Educational Museum	Funding for a software management system.	£8,289.00
Haslemere Musical Society	Hire of venues and musical scores for a musical society.	£3,631.00
Head2Head Theatre	Multi-sensory pantomime for families caring for a child or young person with special educational needs.	£2,000.00
Home-Start Waverley	Supporting mothers in single-parent households to develop skills needed to access services, counter isolation and build confidence.	£5,000.00
Mighty Adventurers Association	Outdoor and Forest School Music sessions.	£2,200.00

Opera South	Funding towards the production of a chamber Opera - Mansfield Park - in Haslemere.	£5,000.00
St Mary's School Chiddingfold PTA	Running costs for a local festival.	£1,071.60
Stopgap Dance Company Ltd	Youth Dance Company classes which support dancers with disabilities.	£3,000.00
Surrey Hills Society	A programme of creative health walks and workshops for people who would not normally have access to the countryside.	£5,000.00
The Include Project	Core costs of an inclusive choir which has members with a range of disabilities.	£13,574.00
The OHMI Trust	Adapted musical instrument lessons for children and young people with a range of upper limb disabilities.	£9,000.00
Watts Gallery	Watts Gallery Learning Programme.	£7,358.00
<b>Education &amp; Skills (34 records)</b>		<b>£217,004.60</b>
40 Degreez Centre	Drop-in cafe for young people.	£5,000.00
Active Prospects	'Future Prospects' Employability Programme for people with learning disabilities.	£4,300.00
Amber Foundation	Essential training for young people in crisis.	£6,981.00
Amber Foundation	Support for salary costs for one of three Team Leaders at Farm Place, in Surrey.	£26,500.00
Camberley and District Job Club	Supporting Camberley Central Job Club's hire of facilities at High Cross Church.	£1,939.60
Change of Scene	Core costs involved in running Change of Scene.	£5,000.00
Delight	Core costs for a charity providing disadvantaged primary school children in Surrey with books.	£5,000.00
Elmbridge Rentstart	Funding to house and support young people who are homeless or vulnerably housed.	£10,000.00
Esher & District CAB	Staff costs to modernise the delivery of financial support services in young people.	£20,000.00
Finding Rhythms	Contribution to a Music Course for prisoners at Bronzefield.	£2,250.00
GASP Motor Project	Core funding to help support the ongoing development of the GASP Motor Project.	£10,000.00
GASP Motor Project	Three 6-week basic mechanics courses exclusively for girls.	£5,400.00
GASP Motor Project	Support for GASP's Industry-Linked programme which enables disadvantaged students to develop skills that help their progression pathway into employment.	£5,000.00
GATE - Guildford Advice To Employment	Weekly Job Clubs in Farnham (Sandy Hill and Farnham Town Centre) from July 2018.	£1,500.00
in2scienceUK	Funding to place economically disadvantaged female students in two week summer work placements.	£7,000.00
Jigsaw Trust	The establishment of a cinema room for people with autism.	£2,500.00
Kenyngton Manor Surestart Children Centre	Skills and Careers Fair for local people and school children, in September 2018.	£1,000.00
KIDS	Equipment for a play scheme, particularly for those with autism who are unable to access mainstream services.	£5,584.00
Limpsfield Grange School	Gold Duke of Edinburgh Award canoeing expedition, for girls aged 16-18 years old who have learning disabilities and medical/mental health issues.	£3,000.00
Pimlico Opera	The provision of songbooks for a creative project which encourages singing in primary schools.	£3,700.00

Prisoners Education Trust	Education and learning courses for prisoners in Surrey.	£6,175.00
Surrey SATRO	Mobile Construction Classroom – to enable disadvantaged pupils at Reigate Valley College to complete their BTEC Level 1	£7,500.00
SeeAbility	Specialist equipment for people with sight loss and other complex disabilities.	£5,000.00
Skillway	Protective clothing to enable staff/volunteers to deliver manual skills workshops to young people in need of Skillway's support.	£1,975.00
Skillway	Enabling young people to raise their self-esteem and motivation through apprentice-style teaching.	£5,000.00
Surrey Heath Youth Council	Continuation funding for the Surrey Heath Youth Council.	£8,000.00
Surrey SATRO	Laptops for use in primary schools to teach algorithmic programming.	£6,500.00
Surrey SATRO	Support for the Mobile Construction Classrooms for disadvantaged/disengaged young people.	£17,500.00
Surrey SATRO	Funding to place academically gifted but economically disadvantaged female students in summer work placements.	£6,200.00
The Brigitte Trust	Volunteer support groups for volunteers who support families where there is a life-threatening illness.	£6,000.00
The Vine Day Centre	Client Services Team Leader salary for a charity supporting the homeless and vulnerable.	£500.00
Voluntary Action Reigate and Banstead	To enable VARB to deliver a supported volunteer project.	£5,000.00
Work Stress Solutions	Confidence building, wellbeing and employment training workshops for vulnerable adults.	£4,000.00
YMCA DownsLink Group	An initiative which enables vulnerable, disadvantaged young people to obtain education, employment or training.	£6,000.00
<b>Community Cohesion (29 records)</b>		<b>£107,393.37</b>
All Saints' New Haw PCC	Part salary of a Youth Worker who works with a mix of Church and community youth.	£5,500.00
Busbridge PCC	Equipment for a youth hut in a local village.	£1,400.00
Challengers	Part funding for a Volunteer and Recruitment Coordinator to engage, recruit and support more young volunteers at Challengers.	£7,365.85
Chiddingfold Good Neighbours Scheme	Publication of a local information booklet.	£250.00
Chiddingfold Joint Churches	Welcome lunch for new residents to the village – 2019	£342.00
Children & Family Health Surrey	Funding to provide food and sleep packs as part of workshops for unaccompanied asylum seeking children.	£700.00
Dance Woking	Workshops for young people resident in areas of high levels of anti-social behaviour.	£9,000.00
Tilford Bach Society	Operational costs for an orchestra of 30+ part-time musicians.	£3,634.00
Friends Association of Bushy Hill Junior School	Continuation funding for a youth-led school recycling and environmental awareness raising project.	£1,910.00
Hambledon Village Hall Committee	Replacement of curtains for a village hall.	£3,596.40
Hambledon Village Shop	Refurbishment of a kitchen in a village shop.	£1,000.00
Leatherhead Youth Project Ltd	Continuation funding for the North Leatherhead Youth Council.	£4,460.00

Limpsfield in Bloom	Renovation of borders at sheltered housing accommodation for elderly people.	£1,100.00
Matrix Trust	Engaging young people in schools and youth clubs around Guildford in youth social action.	£8,193.20
Mediation North Surrey	Provision of a Community Mediation Service in Elmbridge, Runnymede and Spelthorne.	£500.00
Ockley Mother and Toddlers	Purchase of a wooden shed for storage of toys and equipment.	£250.00
Pirbright Parish Council	Preparatory work in respect of the new Village cricket pavilion.	£2,000.00
St Mark's Church	The employment of a Children's and Families' Worker to undertake community based work	£5,000.00
St Martin's Parish Church	Replacement of community hall seating.	£1,000.00
Surrey Community Action	Funding for a weekly cooking programme for children in Lower Green.	£2,160.00
Surrey Minority Ethnic Forum	Pilot project providing an area to socialise for muslim girls and participate in sessions supporting wellbeing.	£9,972.00
Surrey Youth Focus	Supporting primary aged pupils to address issues that matter to them through campaigning, fundraising or taking direct action.	£9,980.00
Tatsfield Horticultural Society	Purchase of an additional green waste shredder for a local allotment group.	£5,500.00
True Honour CIO	Work in Woking amongst hard to reach minority communities who are at risk of honour-based violence.	£2,000.00
Visually Impaired of Surrey Heath	Running costs for a support group for visually impaired people.	£1,000.00
Voluntary Action Reigate and Banstead	Supporting young volunteers and promoting the benefits of young volunteers among voluntary organisations.	£4,994.00
Voluntary Support North Surrey	Nominated grant to support running costs of Voluntary Support North Surrey.	£5,000.00
West Horsley PCC	Purchase of a new games console for youth groups in West Horsley.	£585.92
Woking Community Furniture Project	Electronic Point of Sale system for a charity providing furniture and other items to disadvantaged people.	£9,000.00
<b>Disadvantage &amp; Exclusion (52 records)</b>		<b>£218,774.01</b>
Age Concern Banstead	Core funding to enable ACB to employ a General Manager.	£7,000.00
Age UK Surrey	Social networking opportunities for older people.	£1,000.00
Age UK Surrey	Tea and Chat sessions for isolated older people in Tandridge.	£9,302.00
Bookham Baptist Church Children's Centre	Family Support Worker salary for 1 year from September 2018.	£7,000.00
Bright Horizons Foundation for Children (UK)	Costs to create a play environment for children visiting relatives imprisoned at HM Prison Bronzefield in Ashford.	£4,728.00
Busbridge PCC	Support for a befriending scheme for isolated and lonely members of a community.	£2,000.00
Challengers	Funding to develop a training provision into a social enterprise which will advance the mission of the charity and provide sustainable income.	£21,500.00
Chiddingfold Baptist Church	Changing a ladies toilet into a disabled toilet in a village Church.	£1,000.00
Chiddingfold Baptist Church	Outing for people over the age of 60 in a local village.	£251.00
Chiddingfold Baptist Church	Outing for people over the age of 60 in a local village.	£200.00

Chiddingfold Joint Churches	CAMEO Club outing in 2018.	£360.00
Chiddingfold Joint Churches	CAMEO Club outing 2019.	£500.00
Chiddingfold Joint Churches	Welcome lunch for new residents to the village.	£450.00
Citizens Advice Reigate and Banstead	Core Costs for advice and support services for vulnerable people in Reigate & Banstead.	£5,000.00
Citizens Advice Reigate and Banstead	Provision of benefits advice to people living in Reigate & Banstead, particularly Redhill.	£7,500.00
Citizens Advice Surrey Heath	Replacement of IT equipment to enable the continuation of a support service helping local people across a range of issues.	£3,491.00
Citizens Advice Waverley	Core costs for the running of Citizens Advice Waverley.	£10,000.00
Community Debt Advice	Community Debt Advice project core costs.	£5,000.00
Dyscover Limited	Aphasia Ambassador Group Coordinator.	£3,800.00
Elmbridge Borough Council	Funding for social isolation projects in Elmbridge.	£1,000.00
Farnham Assist	Core costs for rent, utilities and new computers.	£5,411.93
Generation Church	Development of a foodbank exit strategy.	£5,000.00
Generation Church	To continue the development of Friday Friends, the charity's work with vulnerable and elderly people within the community.	£6,000.00
Haslewey	Replacement of a Community Café commercial dishwasher which also ensures delivery of food to the elderly.	£7,590.00
Head2Head Theatre	Equipment and sets for a theatre company which provides interactive experiences for people with disabilities.	£1,604.08
Headway Surrey	Core support for services to people with acquired head injury.	£1,800.00
Home-Start Waverley	A support group for families benefitting from Home-Start Waverley services.	£3,799.00
Leatherhead Youth Project Ltd	Enabling continued relational support to vulnerable teenage girls in Leatherhead North.	£10,000.00
Matrix Trust	Core costs for two youth clubs based on the Bushy Hill estate and Bellfields area of Guildford.	£8,988.00
Meeting Point at St Mary Oatlands	Coach trip to Ham House for members of a Meeting Point friendship group.	£1,175.00
Mustard Seed Autism Trust	Core costs for a local charity supporting children with autism and their families.	£5,000.00
Prison Fellowship	Restorative Justice course at HMP Send.	£3,000.00
Rainbow Trust Children's Charity	Support days for siblings of a child with a life-threatening or terminal illness.	£3,300.00
Refresh Church Trust	Pilot project 'Sporting Memories' for isolated older people and those dealing with dementia.	£1,000.00
Rowleys Centre for the Community	Replacement of a boiler.	£5,000.00
Sight for Surrey	Days for visually impaired people, and their carers/families.	£500.00
Silver Club of New Haw & Woodham	Travel and outings subsidies for a local Silver club.	£300.00
Sparklers Foundation	Holiday playgroup costs for families with a child with a disability and their siblings.	£3,900.00
Staywell	IT training and drop in services for elderly people.	£5,835.00
Streetlight UK	Team Leader salary for a charity supporting those in or at risk of prostitution/sexual exploitation.	£5,000.00

Surrey Community Action	A twelve-week boxing group for young people in Lower Green.	£1,200.00
Surrey Heath Age Concern	Additional part-time Coordinator for a service offering visits and befriending for older people.	£4,000.00
The Artventure Trust Ltd	Core costs for an organisation which supports learning-disabled adults to create works of art.	£6,596.00
The Lunch Box	Core costs for a group providing a hot meal and social environment to people in need.	£2,000.00
The Sunnybank Trust	Advocacy service costs for a charity supporting people with a learning disability.	£6,000.00
Three Counties Money Advice	Rent at a community centre for a branch of a charity providing debt advice.	£3,500.00
Walton on Thames Charity	Funding for a free football coaching provision for children 6-14 in Elmbridge.	£3,000.00
Waverley Hoppa Community Transport	Vehicle navigation systems for a fleet of vehicles providing affordable and accessible transport.	£2,500.00
WeySight	Communication classes for visually impaired people in Guildford and Godalming.	£2,435.00
Emmaus Transformation Trust Limited	Costs for a project which provides clothing, toys and equipment to disadvantaged local people.	£5,000.00
YMCA DownsLink Group	Start-up costs for a chaplaincy service with a social housing provider.	£3,000.00
YMCA East Surrey	Support project for parents/carers of disabled children and for siblings of disabled children.	£4,258.00
<b>Environment (12 records)</b>		<b>£43,822.50</b>
Community Fridges	Development of a Community Fridge initiative in Mole Valley.	£10,000.00
East Horsley Parish Council	Installation of a public toilet in a local village.	£1,000.00
Eikon	Funding to support a youth project to develop a therapy garden.	£9,982.50
Field Studies Council	Nature week and events for the local community.	£8,802.00
Friends of Ashted Rye Meadows Wetlands	Core costs for a conservation Group in Mole Valley.	£1,000.00
Guildford Borough Council	Construction of a Swift Nesting Tower in Shalford Parish.	£2,000.00
Guildford Environmental Forum	Funding for nesting boxes for swifts in Guildford.	£1,000.00
Roots for the Future	Two community tree planting workshops to take place in spring 2019.	£1,390.00
St Bartholomew's Church	To support the repair of the driveway inside the St Bart's New Churchyard.	£500.00
Surrey Hills Society	Land art promotion and leaflet for a cycleway.	£2,000.00
Surrey Wildlife Trust	Outdoor learning and experiences for SEND children and young people.	£2,747.00
Surrey Wildlife Trust	Outdoor learning and experiences for SEND children and young people.	£3,401.00
<b>Grand Totals (276 records)</b>		<b>£1,371,165.90</b>

The chart below shows the total of grants awarded in 2018-19 by theme to Individuals:

<b>Health &amp; Wellbeing (23 records)</b>	<b>£7,465.90</b>
<b>Education &amp; Skills (128 records)</b>	<b>£40,894.49</b>
<b>Disadvantage &amp; Exclusion (8 records)</b>	<b>£11,900.00</b>
<b>Grand Totals (159 records)</b>	<b>£60,260.39</b>

## Trustees' Annual Report for the Year Ended 31 March 2019

The following case studies give a flavour of some of the local initiatives which the Foundation's donors are supporting.

### Supporting children battling cancer and life-challenging illness

*Momentum Children's Charity* supports children and young people diagnosed with cancer and other life-challenging illnesses.

A grant was awarded for a counselling service that will support children aged 8 to 13, as well as their families, through this difficult time.

The counselling will be delivered by a trained psychotherapist in the comfort of the child's own home and aims to explore the fears that many children face both during and after diagnosis. The sessions will provide children with coping strategies and greater understanding of their condition, which in turn aims to reduce the likelihood of mental health issues.



### Providing creative opportunities



*Artventure Trust* work alongside adults with varying degrees of learning difficulties, enabling them to be creative, have fun and make new friends in a safe, friendly and supportive environment.

A grant was awarded to support the charity's essential running costs.

Sessions are designed and delivered by a team of professional art-workers, practising artists and community volunteers. Working in small groups, with one-to-one support where necessary, activities are designed to improve self-expression, develop skills and enhance self-esteem. The charity witnesses significant improvements in clients' overall attitudes, self-confidence and well-being.

### Developing a social enterprise for the benefit of homeless people

*Elmbridge Rentstart* supports local people who are homeless or at risk of homelessness. Each year the charity assists around 130 people and helps them move forward in their lives, by the provision of housing, advice, support and practical assistance.

Our grant will allow the charity to establish a pioneering new social enterprise. Private landlords are reluctant to rent to people on benefits or who are homeless. Elmbridge Rentstart have developed an offer for landlords where they guarantee the rent, support the clients and deal with all issues surrounding the property. In return, the landlord rents the property at a below the market rate. This has been popular with local landlords and enables Elmbridge Rentstart to support a hugely increased number of clients through a model which also achieves income generation and sustainability for the charity.

The grant, made from the *Step Change Fund*, provides three-year funding which will allow Elmbridge Rentstart to launch this new enterprise and will enable them to house more homeless people as they increase the number of beds they manage from 84 to 200 within three years. The charity hopes that this model could be replicated elsewhere and interest has already been shown in other areas.

## Trustees' Annual Report for the Year Ended 31 March 2019

### Financial Review

	2018-19	2017-18
Where our money came from	£	£
<b>Our total income was</b>	<b>2,022,420</b>	<b>1,994,198</b>
New Donations to Endowment Funds	260,087	498,391
New Donations to Flow-through Funds	1,230,948	949,235
Donations towards Support Costs	67,096	86,411
Distributions from Endowment Funds	457,856	440,661
Other income	6,433	19,500
How we spent our money	£	£
<b>We spent in total</b>	<b>1,732,526</b>	<b>1,513,131</b>
Grants*	1,365,334	1,146,932
Grant Making & Donor Care	296,611	278,827
Costs of Developing Philanthropy	70,581	87,372

\*Grants paid out during the year ended 31 March 2019 will differ from grants awarded (see note 4.5).

### Essential Resources for Running the Foundation

In the year ended 31 March 2019, the Foundation covered 75% (71% year ended 31 March 2018) of its operating costs through contributions received from administering funds. The remaining costs have been generously supported by discoverIE, Wates Family Enterprise Trust, Llewelyn Family Foundation, another family charitable trust and by donations from individuals.

### Gifts in Kind

The Foundation received gifts in kind totalling £25,821 during the year, which includes office costs; provision of payroll service and accountancy software support from Roffe Swayne; and venue space for Westminster and West Horsley events.

### Investment Powers and Policy

Under the Memorandum and Articles of Association, the Foundation has the power to invest funds as approved by the Trustees. The Board has established a Finance and Investment Group consisting of six Trustees, one voluntary adviser, the Chief Executive and the Finance Manager. The group monitors the financial position, oversees the management of the funds to ensure optimum returns on investments, appoints professional advisers and auditors within agreed Board policy and makes financial recommendations to the Board.

The Foundation's investment objective is to maximise the total return over the long term without exceeding the level of risk appropriate for a charity. The Foundation's investment target is a total return of CPI plus 4% net of investment manager's fees with quarterly distributions. The agreed time horizon is 10 years plus and the level of risk is medium.

During 2018-19, the Foundation has built funds to cover the operational costs of running the Foundation, to fund the grant-making programme from donor contributions and to build its Endowment Funds. The Trustees have considered a number of options for ensuring optimum returns on these funds and have an approved investment policy which is reviewed annually.

## Trustees' Annual Report for the Year Ended 31 March 2019

Funds held are as follows:

- Flow-through Funds and support costs are retained in bank accounts. Monies not immediately required are held on deposit where possible.
- The value of the restricted funds at 31 March 2019 was £895,749, which includes £2,347 sponsorship income carried forward (2018: £745,148).
- Some Endowment Funds are invested with CCLA COIF Charities Investment Fund including those established with Community First Match Challenge funding. At 31 March 2019, £5,582,526 (£5,144,629 at 31 March 2018) was invested with CCLA.

The Foundation receives quarterly distributions of the income which fund the grant programme. In addition, at the end of each financial year to 31 March, the Foundation, in consultation with Donors, decides what proportion of the cumulative gain above inflation, if any, may be distributed bearing in mind the long-term investment objective.

- All Endowment Funds other than those managed by CCLA are invested through Investec. At 31 March 2019, £6,680,033 (£6,398,449 at 31 March 2018) was invested through Investec.

The total endowment funds at the 31 March 2019 totalled £12,297,491 (2018: £11,537,923).

### Assessment of Principal Risks

With respect to the next reporting period, 2019-20, the most significant areas of uncertainty that affect the carrying value of assets held by the Foundation are the level of investment return and the impact of markets on Endowments. The Finance and Investment Group review and monitor investment performance on a quarterly basis and are provided regular reports from both CCLA and Investec.

### Reserves Policy

It is the Reserves Policy of the Foundation that unrestricted funds, which have not been designated for a specific use should be maintained at a level equivalent to six months of the subsequent year's budgeted operating expenditure minus 70% of the expected contribution to the Community Foundation's costs from investment distributions from the Endowment Funds. This equates to approximately £144,064. Funds held in surplus to this are used for meeting additional need as it arises and for investing in the capacity of the organisation to meet its operating commitments. At 31 March 2019, free reserves totalled £184,982.

### Plans for Future Periods

A new three-year business plan to 2022 was adopted by the Board of Trustees in March, which sets out the Foundation's vision for 2022 and three core objectives central to the successful achievement of this vision, with action-oriented goals for each:

- **Significantly Increase our Profile & Develop New and Existing Donors**

Our existing donor base is very loyal and growing, but market analysis highlights the significant further potential. The Foundation must reach and encourage a wider number of people locally to become pro-active philanthropists in order to meet the rising level of local need. Work is underway to refresh the Foundation's marketing strategy, along with a creative marketing plan around our new report highlighting local needs, due to be published in 2020, which is seen as enabling the Foundation to be the catalyst of change.

- **Strengthen Essential Resources for Running the Foundation & Maximise all Organisational Resources**

The Foundation will continue to secure donations to meet the costs of its essential resources, during its ongoing period of growth towards becoming self-sustaining; also taking actions to increase efficiency. Volunteer Ambassadors, Advisors and Vice Presidents are a valued asset in helping to support the Foundation's plans and growth.

- **Develop our Knowledge & Impact and Significantly Increase Grant-making**

The Foundation continues to build relationships with local voluntary sector groups and has committed to increasing the number of site visits to further these connections and to also build our knowledge. The Grants Team will monitor and capture key information and trends, and continue to develop our understanding of local needs, as well as our knowledge of local work that is effective in meeting these needs. Our aim is to award over £2 million in grants in 2019/20, further increasing each year to March 2022.

## Trustees' Annual Report for the Year Ended 31 March 2019

### Structure, Governance and Management

#### Governing Document

The Community Foundation for Surrey (the Foundation) is registered as a charity with the Charity Commission and is a company limited by guarantee governed by its Memorandum and Articles of Association dated 26 April 2005. As at 31 March 2019, there were eleven Trustees, each of whom agrees to contribute a maximum of £10 in the event of the Foundation winding up.

#### Appointment of Trustees

The Directors of the Foundation are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

As set out in the Articles of Association, the Foundation must at any time have at least three Trustees but is not subject to any maximum number. The Trustees are appointed on the basis of a range of skills and expertise to support the development of the Foundation. The Chairman and Vice Chairman are elected by nomination and vote of the Trustees.

Trustees hold office until the third Annual General Meeting following their appointment when they then retire. A retiring Trustee is eligible for re-election for two further three-year periods.

All Trustees are circulated with invitations to nominate Trustees prior to the annual general meeting, advising them of the retiring Trustees and requesting nominations. Trustees can also be appointed by resolution at a meeting of existing Trustees and can hold office only until the next annual general meeting when nominations for reappointment are made.

#### Trustee Induction and Training

New Trustees are provided with an induction pack and attend an induction session with Trustees and key employees of the Foundation. The pack and training session include the aims, objectives and key activities of the Foundation and their legal obligations under charity and company law, including the Charity Commission booklet CC3, 'The Essential Trustee'. Other documents included are the governing document, the latest Trustees' annual report and accounts, the business plan, current budget, the structure of sub-committees, the fund development plan, the marketing and communications strategy and grants policy.

Trustees undertake on-going training and development including visiting other Community Foundations, organising relevant internal training sessions or attending appropriate external training sessions.

#### Organisation Structure

The Board of Trustees administers the Foundation and meets quarterly. The Board has four sub-committees which meet quarterly between Board meetings, unless otherwise specified below. Each sub-committee includes at least three Trustees plus non-trustees appointed by majority vote of Trustees. The sub-committees are:

- Finance and Investment Group
- Development and Marketing Group
- Grants Policy Group
- Personnel Group (*meets at least once a year to review staff pay and conditions, to oversee recruitment and annual staff performance appraisals*)

A Research Group and an Impact Group have also been established periodically to oversee key projects to inform the Foundation's grant programme and fund development, meeting as required during the period.

The Foundation has full membership of UK Community Foundations.

The Foundation reviewed its fundraising and data protection practice to ensure it fully complies with the Charities Act 2016 and GDPR regulations. The Foundation does not use professional fundraisers or commercial participators to raise income for the Foundation. No complaints were received by the Foundation with regard to its fundraising activity.

#### Risk Management

The individual sub-committees consider the risks and the management of the risks associated with their responsibilities. The Finance and Investment Group takes an overview of risk management and reports to the Board. Trustees have considered the major strategic, business and operational risks to which the Foundation is exposed and have completed a risk assessment which is reviewed annually. Systems and review processes have been established to mitigate these risks.

## Trustees' Annual Report for the Year Ended 31 March 2019

### Reference and Administrative Details

<b>PATRON:</b>	Michael More-Molyneux, Her Majesty's Lord-Lieutenant of Surrey
<b>VICE PRESIDENTS:</b>	Matthew Bowcock CBE Professor Patrick Dowling CBE DL FREng FRS (Founding Chairman) Peter Hampson CBE Sir Stephen Lamport GCVO DL The Hon. Mrs Lavinia Sealy DL Gordon Lee-Steere DL Jim McAllister Andrew Wates OBE DL
<b>TRUSTEES:</b>	David Frank – Chairman Dr Julie Llewelyn – Vice-Chairman Bridget Biddell MRICS Peter Cluff Paul Downes (appointed January 2019) Nigel Gillott FIA Jim Glover OBE (appointed January 2019) Graham Healy FCA (retired September 2018) Emma Walker (appointed January 2019) Simon Whalley Richard Whittington DL FCA – Hon. Treasurer Graham Williams CA
<b>SECRETARY:</b>	Laura Thurlow – Chief Executive
<b>HON TREASURER:</b>	Richard Whittington DL FCA
<b>REGISTERED OFFICE:</b>	Millmead House, Millmead, Guildford, Surrey, GU2 4BB
<b>REGISTERED CHARITY NO:</b>	1111600
<b>REGISTERED COMPANY NO:</b>	05442921
<b>AUDITORS:</b>	Alliotts, Chartered Accountants & Statutory Auditors Friary Court, 13-21 High Street, Guildford, Surrey, GU1 3DL
<b>PRINCIPAL BANKERS:</b>	National Westminster Bank Plc Strand Branch, PO Box 414, 38 Strand, London, WC2H 5JB

## Trustees' Annual Report for the Year Ended 31 March 2019

### Trustees' responsibilities in relation to the financial statements

Company law requires the Trustees, as directors, to prepare financial statements that give a true and fair view of the state of affairs of the Foundation at the end of the financial year and of its surplus or deficit for the financial year. In doing so the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make sound judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Foundation will continue in operation; and
- State whether applicable accounting standards have been followed subject to any material departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Foundation and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the Foundation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Each Trustee who was a Trustee of the charitable company at the date this report was approved has taken all steps that he/she ought to have taken as a Trustee in order to make themselves aware of any relevant audit information (as defined by the Companies Act 2006) and ensure that the auditors are aware of all relevant information (as defined). As far as each Trustee is aware, there is no relevant audit information of which the Foundation's auditors are unaware. This confirmation is given and should be interpreted in accordance with the provisions of section 418 of the Companies Act 2006.

This report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

By order of the Trustees:

.....  
David Frank  
Chairman

Date:.....

.....  
Richard Whittington  
Trustee and Chairman of Finance and Investment Group

## **Independent auditors' report to the members of Community Foundation for Surrey**

### **Opinion**

We have audited the financial statements of Community Foundation for Surrey (the "Charity") for the year ended 31 March 2019 which comprise the Statement of Financial Activities, Balance Sheet, Cashflow Statement 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 Financial Reporting Standard 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 31 March 2019 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Companies Act 2006.

### **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.

### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the strategic report and the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the strategic report and the directors' report) have been prepared in accordance with applicable legal requirements.

## Independent auditor's report to the members of Community Foundation for Surrey

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

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit;
- the trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Report of the Trustees and take advantage of the small companies' exemption from the requirement to prepare a strategic report.

### Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement set out on page 23, the trustees (who are also the Directors of the Charitable Company for the purposes of Company Law) 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 they 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.

### Our 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.

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members 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's members as a body, for our audit work, for this report, or for the opinions we have formed.

Stephen Meredith FCA, DChA  
Senior Statutory Auditor

Date:

Alliotts Chartered Accountants  
Friary Court  
13 – 21 High Street  
Guidford  
GU1 3DL

**Statement of Financial Activities (including income and expenditure account) for the Year Ended 31 March 2019**

Income and Endowments from:	Note	Prior Year - 2017/18							
		Unrestricted funds	Restricted funds	Endowment funds	Total Funds 2019	Unrestricted funds	Restricted funds	Endowment funds	Total Funds 2018
		£	£	£	£	£	£	£	£
Donations	2	67,096	1,220,948	260,087	1,548,131	86,411	949,235	498,391	1,534,037
Grants	2		10,000		10,000				
Investments	3	7,022	450,834	-	457,856	3,229	437,432	-	440,661
Other - Sponsorship	4.4	-	6,433	-	6,433	-	19,500	-	19,500
<b>TOTAL INCOME AND ENDOWMENTS</b>		<b>74,118</b>	<b>1,688,215</b>	<b>260,087</b>	<b>2,022,420</b>	<b>89,640</b>	<b>1,406,167</b>	<b>498,391</b>	<b>1,994,198</b>
<b>Expenditure on:</b>									
<b>Raising funds:</b>									
Investment Management Costs	4.6	427	-	36,841	37,268	433	-	35,897	36,330
Fundraising cost of grants and donations	4	65,743	4,838	-	70,581	69,283	18,089	-	87,372
<b>Charitable activities:</b>									
Grants	4.5	-	1,365,334	-	1,365,334	200	1,146,732	-	1,146,932
Grant-making and donor services	4	296,394	217	-	296,611	272,796	6,030	-	278,826
<b>TOTAL EXPENDITURE</b>		<b>362,564</b>	<b>1,370,389</b>	<b>36,841</b>	<b>1,769,794</b>	<b>342,712</b>	<b>1,170,851</b>	<b>35,897</b>	<b>1,549,460</b>
Realised gains/(losses) on investments		(634)	-	(54,642)	(55,276)	(739)	-	(60,551)	(61,290)
Unrealised gains/(losses) on investments	11	3,467	-	702,916	706,383	43	-	75,726	75,769
Net gains/(losses) on investments		2,833	-	648,274	651,107	(696)	-	15,175	14,479
<b>Net income/(expenditure) and net movement in funds</b>		<b>(285,613)</b>	<b>317,826</b>	<b>871,520</b>	<b>903,733</b>	<b>(253,768)</b>	<b>235,316</b>	<b>477,669</b>	<b>459,217</b>
Transfers between funds:	17								
Contribution to Community Foundation		264,718	(255,964)	(8,754)	-	240,371	(219,041)	(21,330)	-
Restricted grant for support costs		10,000	(10,000)	-	-	-	-	-	-
Other		4,459	76,168	(80,627)	-	754	(754)	-	-
Net Indexed Gain distribution		-	22,571	(22,571)	-	-	151,033	(151,033)	-
<b>NET MOVEMENT IN FUNDS</b>		<b>(6,436)</b>	<b>150,601</b>	<b>759,568</b>	<b>903,733</b>	<b>(12,643)</b>	<b>166,554</b>	<b>305,306</b>	<b>459,217</b>
Total funds brought forward		192,204	745,148	11,537,923	12,475,275	204,847	578,594	11,232,617	12,016,058
<b>Total funds carried forward</b>		<b>185,768</b>	<b>895,749</b>	<b>12,297,491</b>	<b>13,379,008</b>	<b>192,204</b>	<b>745,148</b>	<b>11,537,923</b>	<b>12,475,275</b>

The statement of financial activities includes all gains and losses recognised in this year. All incoming resources and resources expended derive from continuing activities.

	note	Balance Sheet as at 31 March 2019				Balance Sheet as at 31 March 2018			
		Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2019	Unrestricted Funds	Restricted Funds	Endowment Funds	Total Funds 2018
<b>Fixed Assets:</b>		£	£	£	£	£	£	£	£
Tangible Assets	10	786	-	-	786	-	-	-	-
Investments	11	76,390	-	12,186,169	12,262,559	73,983	-	11,469,095	11,543,078
<b>Total Fixed Assets</b>		<b>77,176</b>	<b>-</b>	<b>12,186,169</b>	<b>12,263,345</b>	<b>73,983</b>	<b>-</b>	<b>11,469,095</b>	<b>11,543,078</b>
<b>Current assets:</b>									
Debtors	12	2,980	52,659	2,338	57,977	4,148	63,570	13,519	81,237
Cash at bank	13	120,235	846,990	112,113	1,079,338	134,823	748,636	58,351	941,810
<b>Total Current Assets</b>		<b>123,215</b>	<b>899,649</b>	<b>114,451</b>	<b>1,137,315</b>	<b>138,971</b>	<b>812,206</b>	<b>71,870</b>	<b>1,023,047</b>
<b>Liabilities:</b>									
Creditors falling due within one year	14	(14,623)	(2,400)	(3,129)	(20,152)	(20,750)	(66,058)	(3,042)	(89,850)
<b>NET CURRENT ASSETS</b>		<b>108,592</b>	<b>897,249</b>	<b>111,322</b>	<b>1,117,163</b>	<b>118,221</b>	<b>746,148</b>	<b>68,828</b>	<b>933,197</b>
Creditors falling due after one year		-	(1,500)	-	(1,500)	0	(1,000)	0	(1,000)
<b>Net Assets</b>		<b>185,768</b>	<b>895,749</b>	<b>12,297,491</b>	<b>13,379,008</b>	<b>192,204</b>	<b>746,148</b>	<b>11,537,923</b>	<b>12,476,275</b>
<b>The funds of the charity:</b>									
Unrestricted income fund		185,768	-	-	185,768	192,204	-	-	192,204
Restricted income funds		-	895,749	-	895,749	-	745,148	-	745,148
Endowment Funds		-	-	12,297,491	12,297,491	-	-	11,537,923	11,537,923
<b>Total Funds</b>	<b>14</b>	<b>185,768</b>	<b>895,749</b>	<b>12,297,491</b>	<b>13,379,008</b>	<b>192,204</b>	<b>745,148</b>	<b>11,537,923</b>	<b>12,475,275</b>

The notes at pages 28 to 40 form part of these accounts.

The accounts were approved and authorised for issue by the Board on and signed on its behalf by

David Frank  
Chairman

Richard Whittington  
Trustee and Chairman of Finance and Investment Group

## Cashflow Statement for the year ended 31 March 2019

			<b>Total Funds</b>	<b>Prior Year</b>
			<b>2019</b>	<b>2018</b>
		Note	£	£
<b>Net cash used in operating activities</b>		16	(119,597)	(124,490)
<b>Cash flows from investing activities:</b>				
Proceeds from sale of investments			203,676	286,278
Purchase of investments			(216,774)	(937,152)
Purchase of equipment			(1,132)	
<b>Net cash provided by investing activities</b>			(14,230)	(650,874)
<b>Cash flows from financing activities:</b>				
Receipts of new Endowment			260,087	498,391
<b>Net cash provided by financing activities</b>			260,087	498,391
Decrease/(Increase) in Endowment debtors			11,181	158,187
Increase/(Decrease) in Endowment creditors			87	205
<b>Change in cash and cash equivalents in the year</b>			137,528	(118,581)
Cash and cash equivalent brought forward			941,810	1,060,390
<b>Cash and cash equivalents carried forward</b>			<b>1,079,338</b>	<b>941,810</b>

## 1 Accounting Policies

The Community Foundation for Surrey is a charitable company limited by guarantee incorporated in England and Wales. The registered office is Millmead House, Millmead, Guildford, Surrey, GU2 4BB.

### a) Basis of Preparation and assessment of going concern

The financial statements of the Foundation, which is a public benefit entity under FRS102, have been prepared under the historical cost convention in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), the 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 (FRS102) (Charities SORP (FRS102)) and the Companies Act 2006.

The Financial Statements are prepared in Sterling, which is the functional currency of the company. Monetary amounts in these Financial Statements are rounded to the nearest £.

The Trustees consider that there are no material uncertainties about the Foundation's ability to continue as a going concern.

### b) Company Status

The Foundation is a company limited by guarantee. The members of the company are the current Trustees named on page 22. In the event of the Foundation being wound up, the liability in respect of the guarantee is limited to £10 per member of the Foundation.

### c) Fund Accounting

**Unrestricted Funds** are funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Foundation and which have not been designated for other purposes.

**Restricted Funds** are funds which are to be used in accordance with specific restrictions imposed by donors. These mainly comprise Flow-through Funds that are used for grant-making within a short time after the receipt of the donation, generally not more than two years.

**Endowment Funds** represent those expendable funds that are held for the long term for purposes in accordance with the objects of the Foundation and in line with the relevant Fund Agreement. Income arising from the Funds is used to support grant-making and, in addition, capital from the Funds may be distributed from time to time, provided this is permitted by the Fund Agreement.

The administration of Flow-through and Endowment Funds is charged against the specific Fund.

### d) Incoming Resources

All incoming resources are included in the Statement of Financial Activities when the Foundation is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is either when the Foundation is notified of an impending distribution by an appropriate person or when the legacy is received.

Gifts in Kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. Donated facilities are included at the value to the Foundation where this can be quantified and a third party is bearing the cost.

### e) Resources Expended

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the Foundation to that expenditure or it is probable that settlement will be required and the amount of the obligation can be measured reliably.

## Notes to the Financial Statements for the Year Ended 31 March 2019

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. For more information on this attribution refer to note (k) below.

Fund-raising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities.

Grant Making & Donor Development costs are those costs incurred directly in support of expenditure on the objects of the Foundation. Governance costs are those incurred in complying with statutory and legal requirements.

Grants payable are payments made to third parties in the furtherance of the charitable objectives of the Foundation. Single or multi-year grants are accounted for when either the recipient has a reasonable expectation that they will receive a grant and the Trustees have agreed to pay the grant or the recipient has a reasonable expectation that they will receive a grant and any condition attaching to the grant is outside of the control of the Foundation.

Provisions for grants are made when the intention to make a grant has been communicated to the recipient and a constructive obligation has arisen as a result.

### **f) Donated goods and services**

The valuable services provided by volunteers are not incorporated into these financial statements but the Trustees recognise the considerable contribution they make and thank them for their support.

Where services are provided to the Foundation as a donation that would normally be purchased from suppliers, this contribution is included in the financial statements at an estimate based on the value of the contribution to the Foundation. Donated services and facilities are detailed on page 9.

### **g) Pension Contributions**

The Foundation contributes to an automatic enrolment workplace pension scheme with NEST or to individual personal pension schemes for the benefit of its employees. The cost of contributions is charged in the statement of financial activities as they accrue.

### **h) Leases**

The Foundation has no operating leases.

### **i) Tangible Fixed Assets**

Individual fixed assets costing £350 or more and having an expected useful economic life over one year are capitalised at cost.

Tangible fixed assets are depreciated on a straight line basis over their expected useful economic lives as follows:

Office Furniture – Over 3 years on a straight line basis.

Computer Equipment – Over 3 years on a straight line basis.

### **j) Allocation of support and governance costs**

Support costs have been allocated between governance and other support costs. Governance costs comprise all costs involving the public accountability of the Foundation and its compliance with regulation and good practice. These costs include costs related to statutory audit and legal fees together with an apportionment of overhead and support costs.

Governance and support costs relating to charitable activities have been apportioned based on percentages of staff time.

**k) Financial instruments**

The Foundation has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Foundation's balance sheet when the Foundation becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

**Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

**l) Critical accounting estimates and judgements**

In the application of the Foundation'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 associated 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 where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

**Valuation of fixed asset investments**

A key accounting estimate is the value at which Trustees recognise investments. The risk of misstatement is mitigated by the use of investment managers who publish a portfolio valuation. Listed investments are valued by reference to their market value prevailing at the balance sheet date.

**Depreciation of tangible fixed assets**

Depreciation is provided against assets held by the Foundation over the life of the asset with consideration made of the residual value left at the end of this life. The life is determined by the lease terms or the usual usable lifespan of similar items seen in the Foundation. The residual value is based on the value of similar items at the end of their useful lives in combination with the Foundation's knowledge of specific factors that may affect this valuation.

## Notes to the Financial Statements for the Year Ended 31 March 2019

### 2 Analysis of Donations Received

Source	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2019 £	Total 2018 £
Public Sector	1,160	41,391	46,210	88,761	101,644
Individuals	14,740	269,684	148,390	432,814	445,288
Charitable Foundations	5,375	586,856	45,998	638,229	674,024
Corporate Donors Donated Services and facilities	20,000	323,017	19,489	362,506	291,504
	25,821	-	-	25,821	21,577
	<b>67,096</b>	<b>1,220,948</b>	<b>260,087</b>	<b>1,548,131</b>	<b>1,534,037</b>

A £10,000 grant from The Wates Family Enterprise Trust was awarded to the Foundation towards core costs and is recognised as a restricted grant as per the conditions of the grant. This income has been transferred to unrestricted funds.

Donated facilities including property and venue costs totalled £23,781 and £2,040 was gifted for payroll services.

### 3 Investment income

	Total Funds 2019 £	Total Funds 2018 £
Interest Receivable	3,994	224
Dividends receivable	453,862	440,437
	<b>457,856</b>	<b>440,661</b>

#### 4.1 Resources Expended – Unrestricted Funds

The breakdown of support costs and how these were allocated between governance and other support costs is shown in the table below:

	Raising Funds	Grant making and donor development	Total 2019	Total 2018
Office and admin	13,047	34,964	48,011	58,600
Staff costs	45,023	230,739	275,762	251,051
Depreciation	69	277	346	-
Governance costs	2,439	9,758	12,197	10,851
<b>Sub Total</b>	60,579	275,737	336,316	320,502
Gifts in Kind	5,164	20,657	25,821	21,577
<b>Sub Total</b>	65,743	296,394	362,137	342,079
Investec management fees	86	341	427	433
<b>TOTAL</b>	<b>65,829</b>	<b>296,735</b>	<b>362,564</b>	<b>342,512</b>

## Notes to the Financial Statements for the Year Ended 31 March 2019

### 4.2 Governance Costs Analysis

Governance costs:	2019 £	2018 £	
Auditor's remuneration	6,516	6,300	Actual cost
GDPR Advice	1,080	-	Actual cost
Staff costs	4,601	3,789	Staff time
QAIV Accreditation	-	762	Actual cost
	<u>12,197</u>	<u>10,851</u>	

### 4.3 Allocation of Governance costs

The total support cost attributable to charitable activities is apportioned by staff time and a percentage of resources spent. The Trustees have decided to meet all governance costs from unrestricted funds and so no allocation or charge is made to restricted funds for any governance related costs.

	2019 £	2018 £
Grant making and donor development	9,758	8,681
Fundraising	<u>2,439</u>	<u>2,170</u>
<b>Total Allocated</b>	<u>12,197</u>	<u>10,851</u>

### 4.4 Resources Expended – Restricted Funds

These were funded by sponsorship income from charitable foundations, individuals and corporations. £6,433 was received as sponsorship income in 2018/19.

	Fund Raising £	Grant making & Donor Development £	2019 £
2018 Annual Donor event and Impact Report	188	63	251
Westminster Abbey event	4,190	-	4,190
Reigate and Banstead event	137	46	183
RAISE Challenge Fund evaluation	323	108	431
	<u>4,838</u>	<u>217</u>	<u>5,055</u>

## Notes to the Financial Statements for the Year Ended 31 March 2019

### 4.5 Resources Expended – Grants

	2019	2018
Grants to groups (276)	1,371,166	1,192,029 (279)
Grants to Individuals (159)	<u>60,260</u>	<u>23,768 (79)</u>
<b>Total awarded (435 grants)</b>	<b><u>1,431,426</u></b>	<b><u>1,215,797 (358)</u></b>
Fund expenses	2,123	2,037
Grants returned during the year	(16,295)	(24,077)
Total awarded for future years	<u>(51,920)</u>	<u>(46,825)</u>
<b>Net amount awarded</b>	<b><u>1,365,334</u></b>	<b><u>1,146,932</u></b>

A full list of grants awarded in 2018-19 is also available at: <http://cfsurrey.org.uk/about-us/open-data/>

### 4.6 Resources Expended – Endowment Funds

	Unrestricted £	Endowment £	Total 2019 £	Total 2018 £
Investment management fees for current year	<u>427</u>	<u>36,841</u>	<u>37,268</u>	<u>36,330</u>
	<b><u>427</u></b>	<b><u>36,841</u></b>	<b><u>37,268</u></b>	<b><u>36,330</u></b>

In 2018-19, all investment management costs were attributable to Endowment Funds.

## 5 Net Incoming/(Outgoing) Resources

These are stated after charging:

	2019 £	2018 £
Auditors' Remuneration	6,516	6,300
Depreciation on owned assets	346	-

## 6 Analysis of staff costs

	2019 £	2018 £
Salaries	243,941	203,511
Social Security costs	20,235	16,358
Pension costs	<u>14,582</u>	<u>12,201</u>
	<b><u>278,758</u></b>	<b><u>232,070</u></b>

There was one employee whose emoluments (as defined for taxation purposes) amounted to over £60,000 in the year (2018: nil).

The key management personnel of the Foundation comprises the Trustees, the Chief Executive, Director of Philanthropy, Finance Manager and the Director of Grants and Impact. The total employee benefits of the key management personnel of the Foundation was £175,513 (2018: £147,461).

## Notes to the Financial Statements for the Year Ended 31 March 2019

### 7 Staff numbers

The number of employees during the year is provided below. The average number of full-time equivalent employees is given in brackets.

	<b>2019</b>	<b>2018</b>
Fund raising	1 (1)	1 (1)
Grant-making and donor development	<u>8 (6)</u>	<u>8 (6)</u>
	<u>9 (7)</u>	<u>9 (7)</u>

### 8 Trustees' Remuneration

The Trustees neither received nor waived any emoluments during the year (2018 – nil).

No out of pocket expenses were paid to any Trustees during the period (2018 – nil).

### 9 Taxation

No liability to UK corporation tax arose as the Foundation is exempt from corporation tax on its charitable activities.

### 10 Tangible Assets

	Computer Equipment	Total
	£	£
<b>Cost:</b>		
At 1 April 2018	-	-
Acquisitions	1,132.00	1,132.00
Disposals	-	
At 31 March 2019	<u>1,132.00</u>	<u>1,132.00</u>
<b>Depreciation:</b>		
At 1 April 2018	-	-
Charge for year	346.00	346.00
Disposals	-	-
At 31 March 2019	<u>346.00</u>	<u>346.00</u>
Net book value:		
At 31 March 2019	<u>786.00</u>	<u>786.00</u>
At 31 March 2018	-	-

## Notes to the Financial Statements for the Year Ended 31 March 2019

### 11 Investments

	Total £
At 1 April 2018	11,543,078
Additions at cost	216,774
Disposals at carrying value	(203,676)
Gain on revaluation to market value	<u>706,383</u>
At 31 March 2019	12,262,559

Historic cost of investments: £9,452,428 (2018: £9,346,872).

Investment funds are held & managed by:	Unrestricted £	Restricted £	Endowment £	2019 Total £	2018 Total £
Investec Wealth & Investment Limited	76,390	-	6,603,643	6,680,033	6,398,449
CCLA Investment Management Ltd - COIF Charities Investment Fund	-	-	5,582,526	<u>5,582,526</u>	<u>5,144,629</u>
	<u>76,390</u>	-	<u>12,186,169</u>	<u>12,262,559</u>	<u>11,543,078</u>

Analysis of Investments	Unrestricted £	Restricted £	Endowment £	2019 Total £	2018 Total £
UK Equities	36,595	-	4,145,221	4,181,815	3,930,249
Non UK Equities	16,047	-	4,413,767	4,429,814	4,246,653
Government Bonds	2,474	-	403,100	405,574	206,809
Corporate Bonds	8,363	-	772,961	731,324	675,064
Property	6,448	-	856,825	863,273	668,949
Cash on deposit	990	-	311,200	312,190	481,574
Other liquid investments	5,473	-	1,333,096	<u>1,338,569</u>	<u>1,333,780</u>
<b>Total</b>	<u>76,390</u>	-	<u>12,186,169</u>	<u>12,262,559</u>	<u>11,543,078</u>

### 12 Debtors

	Unrestricted £	Restricted £	Endowment £	2019 Total £	2018 Total £
Prepayments	2,779	-	-	2,779	4,148
Accrued Income	201	52,659	2,338	55,198	74,089
Trade debtors	-	-	-	-	3,000
	<u>2,980</u>	<u>52,659</u>	<u>2,338</u>	<u>57,977</u>	<u>81,237</u>

Accrued income included £49,610 (2018 – £49,686) investment income.

## Notes to the Financial Statements for the Year Ended 31 March 2019

### 13 Cash at bank

Flow-through Funds and support costs are retained in bank accounts. Monies not immediately required are held on deposit where possible.

### 14 Creditors: amounts falling due within one year

	Unrestricted	Restricted	Endowment	2019 Total	2018 Total
	£	£	£	£	£
Trade creditors	1,163	-	-	1,163	12,820
Grants payable	-	2,400	-	2,400	60,760
Accruals	7,251	-	3,129	10,380	10,607
Deferred income	-	-	-	-	-
Payroll taxes	6,162	-	-	6,162	5,628
Pensions	47	-	-	47	35
	<b>14,623</b>	<b>2,400</b>	<b>3,129</b>	<b>20,152</b>	<b>89,850</b>

#### 14.1 Creditors: amounts falling due over one year

	Unrestricted	Restricted	Endowment	2019 Total	2018 Total
	£	£	£	£	£
Grants payable	-	1,500	-	1,500	1,000

### 15 Analysis of Net Assets between Funds

	Unrestricted Funds	Restricted Funds	Endowment Funds	2019 Total	2018 Total
	£	£	£	£	£
Tangible Fixed assets	786	-	-	786	-
Investments	76,390	-	12,186,169	12,262,559	11,543,078
Current Assets	123,215	899,649	114,451	1,137,315	1,023,047
Creditors	(14,623)	(3,900)	(3,129)	(21,652)	(90,850)
	<b>185,768</b>	<b>895,749</b>	<b>12,297,491</b>	<b>13,379,008</b>	<b>12,475,275</b>

### 16 Reconciliation of net movement in funds to net cash flow from operating activities

	2019	2018
	£	£
Net movement in funds	903,733	459,216
Adjustments for:		
Endowment Donations	(260,087)	(498,391)
Depreciation charges	346	-
(Gains)/Losses on investments	(706,383)	(75,768)
Decrease (Increase) in operating debtors	12,079	(9,937)
Increase (Decrease) in operating creditors	(69,285)	390
<b>Net cash used in operating activities</b>	<b>(119,597)</b>	<b>(124,490)</b>

## 17 Transfers between funds – Contribution to Community Foundation

£264,718 (2018 - £240,371) was transferred from the Restricted and Endowment funds in favour of the Unrestricted fund as a contribution towards support costs for maintaining the funds in accordance with the donor agreements.

### Transfer between funds – grant

£10,000 has been transferred from the restricted to the unrestricted fund which represents a grant towards core costs from The Wates Family Enterprise Trust which stipulated that the grant must be recognised as restricted. No conditions were attached to the grant.

### Transfers between funds – Other

£3,863 was transferred from the Restricted to the Unrestricted funds representing sponsorship income received being allocated to staff costs relating to the sponsored event as agreed with the donors.

£596 was transferred from closed restricted funds to the unrestricted fund and allocated towards administration costs as agreed with the fund-holders.

A total of £103,197 was transferred from endowment funds to the restricted funds for the purposes of grant-making. £22,571 (2018: £151,033) was withdrawn as net indexed gain from Community First Endowment Funds in accordance with the relevant fund agreements which represents an amount that can be used for grant-making purposes. A further £80,627 was withdrawn from endowment funds for grant-making purposes.

## 18 Related Party Transactions

There were no related party transactions.

### 19.1 Description of Funds

As page 6 shows, 54 Bespoke Funds have been established through individual and family giving, legacy gifts and in memoriam donations; corporate giving and partnerships with charitable trusts. A further 28 Funds represent Collective Giving by a wider group of local donors, united around a shared interest.

Community First and Grassroots Endowment Funds refer to funds which benefitted from Endowment Match Challenge funding from programmes under the same names, run by the Government's Office of Civil Society (formerly Office of the Third Sector).

## Notes to the Financial Statements for the Year Ended 31 March 2019

### 19.2 Restricted (Flow-through and Grants Revenue) Funds

Large Flow-through funds include those whose transactions are defined as material during the financial year. These are detailed below.

Flow Through Funds	At 1 April 2018	Donations	Investment Income	Resources Expended	Transfer – Contribution to Foundation (note 17)	Transfer – Other (note 17)	At 31 March 2019
Borrows Charitable Trust Fund	-	50,000	-	(45,000)	(5,000)	-	-
Carl Burrows Trust Fund	57,569	-	-	(17,500)	-	-	40,069
The Fidelity UK Foundation Surrey Community Development Fund	42,242	75,000	-	(53,653)	(7,500)	-	56,089
Fiona Strong Memorial Fund	-	55,366	-	(3,000)	(5,537)	-	46,829
Gatwick Airport Foundation Fund	-	100,000	-	(67,000)	(10,000)	-	23,000
Surrey Mental Health Fund	-	101,847	-	(54,267)	(10,185)	-	37,395
Netherby Trust Fund	-	76,215	-	(66,215)	(10,000)	-	-
Peter Harrison Foundation Community Fund	1,132	50,000	-	(45,805)	(5,000)	-	327
Tampon Tax Fund	-	57,959	-	(55,730)	(2,229)	-	-
Thermotech Strategic Fund	-	100,000	-	-	(10,000)	-	90,000
#iwill Fund	16,971	46,500	-	(53,971)	(4,500)	-	5,000
<b>Total large Flow Through Funds</b>	<b>117,913</b>	<b>712,887</b>	<b>-</b>	<b>(462,140)</b>	<b>(69,951)</b>	<b>-</b>	<b>298,709</b>
<b>Total smaller Flow Through Funds</b>	<b>245,414</b>	<b>206,323</b>	<b>-</b>	<b>(275,722)</b>	<b>(20,739)</b>	<b>1,384</b>	<b>156,660</b>
<b>Total Grants Revenue Funds*</b>	<b>325,322</b>	<b>301,737</b>	<b>450,987</b>	<b>(627,472)</b>	<b>(165,274)</b>	<b>103,198</b>	<b>388,499</b>
<b>Total Restricted Funds</b>	<b>688,649</b>	<b>1,220,948</b>	<b>450,987</b>	<b>(1,365,334)</b>	<b>(255,964)</b>	<b>104,582</b>	<b>843,868</b>
Accrued Income	49,687	-	(153)	-	-	-	49,534
Restricted donations/sponsorship	6,812	16,433	-	(5,055)	-	(15,843)	2,347
	<b>745,148</b>	<b>1,237,381</b>	<b>450,834</b>	<b>(1,370,389)</b>	<b>(255,964)</b>	<b>88,739</b>	<b>895,749</b>

\*Grants Revenue Funds receive the distributions from a linked Endowment Fund, along with any other donations made during the year for grants.

Resources expended of £1,370,389 include grants made totalling £1,365,344 (2018: £1,146,932).

## Notes to the Financial Statements for the Year Ended 31 March 2019

### 19.3 Endowment Funds as at 31 March 2019

A summary of endowment funds by type are presented in the tables below.

	At 1 April 2018	Donations	Dividend income and unallocated total return applied to income	Gains/(losses) on investments less Inv man. Fees	Income Distribution to Grant revenue fund	Transfer – Contribution to Foundation ( note 17)	Transfer – Other (note 17)	At 31 March 2019
Endowment Funds	3,506,457	248,974	130,770	120,529	(130,770)	(8,409)	(75,627)	3,791,924
Community First Funds	5,027,355	-	189,765	396,191	(189,765)	-	(22,571)	5,400,975
Grassroots Funds	3,007,156	11,113	130,452	94,799	(130,452)	(345)	(5,000)	3,107,723
Accrued Investment Management fees	(3,043)	-	-	(86)	-	-	-	(3,129)
Accrued Income	-	-	(153)	-	153	-	-	-
<b>Total Endowment Funds</b>	<b>11,537,923</b>	<b>260,087</b>	<b>450,834</b>	<b>611,433</b>	<b>(450,834)</b>	<b>(8,754)</b>	<b>(103,198)</b>	<b>12,297,491</b>

	At 1 April 2018	Donations	Dividend income and unallocated total return applied to income	Gains/(losses) on investments less investment man. Fees	Income Distribution to Grant revenue fund	Transfer – Contribution to Foundation (note 17)	Transfer – Other (note 17)	At 31 March 2019
<b>Individual and Family Giving</b>								
Bryn Siriol Fund	819,670	-	32,456	39,382	(32,456)	-	-	859,052
Dancer Fund	1,441,892	-	53,302	113,779	(53,302)	-	-	1,555,671
East Court Fund	311,659	-	12,753	10,137	(12,753)	-	-	321,796
Hazelhurst Fund	215,690	-	8,826	7,016	(8,826)	-	-	222,706
The Kaye Family Fund	806,196	-	31,228	27,447	(31,228)	-	(60,000)	773,643
One & 35 Fund	453,097	-	16,366	35,446	(16,366)	-	(15,000)	473,543
Orchid Environmental Trust Fund	210,391	-	8,607	6,842	(8,607)	-	-	217,233
Perros Trust Fund	236,921	-	8,758	18,695	(8,758)	-	-	255,616
Other Funds <£200,000	730,751	67,738	30,623	25,439	(30,623)	(4,178)	-	819,750
<b>Total</b>	<b>5,226,267</b>	<b>67,738</b>	<b>202,919</b>	<b>284,183</b>	<b>(202,919)</b>	<b>(4,178)</b>	<b>(75,000)</b>	<b>5,499,010</b>

#### **Legacy/In Memoriam Funds**

Dora Fedoruk Memorial Fund	468,612	-	17,323	36,978	(17,323)	-	-	505,590
Lawther Community Fund	324,665	-	13,282	10,558	(13,282)	-	-	335,223
Mamie Mollan Community Fund	235,045	-	9,618	7,645	(9,618)	-	-	242,690
Other Funds <£200,000	24,791	-	1,014	806	(1,014)	-	-	25,597
<b>Total</b>	<b>1,053,113</b>	<b>-</b>	<b>41,237</b>	<b>55,987</b>	<b>(41,237)</b>	<b>-</b>	<b>-</b>	<b>1,109,100</b>

## Notes to the Financial Statements for the Year Ended 31 March 2019

### 18.3 Endowment Funds as at 31 March 2019 (continued)

	At 1 April 2018	Donations	Dividend income and unallocated total return applied to income	Gains/(losses) on investments less investment man. Fees	Income Distribution to Grant revenue fund	Transfer – Contribution to Foundation (note 17)	Transfer – Other (note 17)	At 31 March 2019
<b>Charitable Trusts</b>								
Carers Support (Guildford) Fund	190,684	25,932	7,993	7,820	(7,993)	-	-	224,436
NIBS Wells Fund	251,525	-	10,292	8,181	(10,292)	-	-	259,706
Other Funds <£200,000	485,624	-	12,525	33,267	(12,525)		(6,181)	512,710
<b>Total</b>	<b>927,833</b>	<b>25,932</b>	<b>30,810</b>	<b>49,268</b>	<b>(30,810)</b>	-	<b>(6,181)</b>	<b>996,852</b>
<b>Corporate Giving</b>								
<b>Funds &lt;£200,000</b>	<b>98,386</b>	-	<b>4,026</b>	<b>3,200</b>	(4,026)	-	-	<b>101,586</b>
<b>Area Funds</b>								
Chobham Bly Lawson Community Fund	192,427	-	7,167	13,017	(7,167)	-	(4,790)	200,654
Guildford Philanthropy	170,838	33,710	6,772	10,370	(6,772)	(652)	-	214,266
Haslemere Challice Community Fund	1,064,021	-	42,169	53,988	(42,169)	-	-	1,118,009
Horsleys Community Fund	231,861	4,781	9,215	11,580	(9,215)	(155)	-	248,067
Runnymede Community Fund	279,114	-	10,529	17,090	(10,529)	-	(5,000)	291,204
Surrey Heath Community Fund	206,867	-	8,297	8,695	(8,297)	-	-	215,562
Tandridge Community Fund	213,295	2,638	8,306	12,133	(8,306)	(79)	-	227,987
Other Funds <£200,000	877,167	103,595	34,877	40,895	(34,877)	(3,108)	-	1,018,549
<b>Total</b>	<b>3,235,590</b>	<b>144,724</b>	<b>127,332</b>	<b>167,768</b>	<b>(127,332)</b>	<b>(3,994)</b>	<b>(9,790)</b>	<b>3,534,298</b>
<b>Themed Funds</b>								
Surrey Education Fund	375,646	(5,424)	14,875	16,139	(14,875)	-	-	386,361
Surrey Supported Employment Fund	222,996	406	8,490	13,248	(8,490)	(12)	(9,445)	227,193
Other Funds <£200,000	401,135	26,711	21,298	21,726	(21,298)	(570)	(2,782)	446,220
<b>Total</b>	<b>999,777</b>	<b>21,693</b>	<b>44,663</b>	<b>51,113</b>	<b>(44,663)</b>	<b>(582)</b>	<b>(12,227)</b>	<b>1,059,774</b>
<b>Sub-total</b>	<b>11,540,966</b>	<b>260,087</b>	<b>450,987</b>	<b>611,519</b>	<b>(450,987)</b>	<b>(8,754)</b>	<b>(103,198)</b>	<b>12,300,620</b>
Accrued Investment Management fees	(3,043)	-	-	(86)	-	-	-	(3,129)
Accrued Income			(153)		153			
<b>Total Endowment funds</b>	<b>11,537,923</b>	<b>260,087</b>	<b>450,834</b>	<b>611,433</b>	<b>(450,834)</b>	<b>(8,754)</b>	<b>(103,198)</b>	<b>12,297,491</b>