



# FARNHAM TOWN COUNCIL

## Agenda Farnham South Street Trust

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### **Time and date**

Thursday 25th May, 2023 at 7.30 pm or at the conclusion of the meeting of Council whichever is later.

### **Place**

Council Chamber - Farnham Town Hall

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### **1) Election of Trust officers**

To elect the following positions:

- Chairman (traditionally the Mayor)
- Vice-Chairman (traditionally the Deputy Mayor)
- Honorary Treasurer (noting the finance paperwork and procedures are undertaken by the Town Clerk and Bookkeeper.)

### **2) Disclosure of interests**

To receive from councillors acting as the Trustee, in respect of any items included on the agenda for this meeting, declarations of disclosable pecuniary or personal interests in accordance with the Council's Code of Conduct. A copy of the form for completion is attached to submit in advance to [customer.services@farnham.gov.uk](mailto:customer.services@farnham.gov.uk).

*Alternatively, members are requested to make declarations of interest on the relevant form to hand to an officer before the start of the meeting. Trustees are reminded that any member of the Trust declaring a disclosable pecuniary interest is required to withdraw from the meeting unless a dispensation has been granted.*

### **3) Apologies**

### **4) Minutes of the previous meeting (Pages 3 - 4)**

To agree the minutes of the previous meeting at Appendix A.

### **5) Background to the Farnham South Street Trust (Pages 5 - 6)**

To receive an overview of the Farnham South Street Trust (Farnham School of Science and Art) and the criteria for its grant awards at Appendix B.

### **6) End of year Accounts 2022-23 (Pages 7 - 18)**

To receive and approve the accounts at Appendix C for the 2022-23 financial year following which the accounts will be Independently Examined by Milne Eldridge & Co.

**7) Allocations to beneficiaries**

To consider additional applications received for funding for the financial year from 1<sup>st</sup> April 2023 attached at Appendix D.

**8) Appointment of Independent Examiner**

To note the appointment of R. J. Smith, FCA of Milne Eldridge & Co as the Independent Examiner for 2023/24.

**9) Date of next meeting**

The date of the next meeting will be confirmed in due course.

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**Appointed Members:**

Councillors: Cllr David Beaman, Cllr Mat Brown, Cllr Sally Dickson, Cllr Alan Earwaker (Chair), Cllr Tony Fairclough, Cllr George Hesse, Cllr Chris Jackman, Cllr Andrew Laughton, Cllr Michaela Martin, Cllr Brodie Mauluka, Cllr Mark Merryweather, Cllr Kika Mirylees, Cllr George Murray, Cllr John Ward, Cllr Graham White and Cllr Tim Woodhouse



### FSST FARNHAM (SOUTH STREET) TRUST

Charity Commission Number – 1146152

Minutes of the adjourned meeting of Farnham Town Council sitting as the Trustee of the Farnham (South Street) Trust on 17<sup>th</sup> March 2022.

#### Councillors acting as Trustee

- \* Alan Earwaker (Mayor and Chairman)
- \* David Attfield
- \* David Beaman
- A Michaela Wicks

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\* Present      A = Apologies for absence

#### Officers in Attendance:

Iain Lynch (Town Clerk)

Lisa Tremeer (Communities and Administration Manager)

FSST 07/21 **APOLOGIES FOR ABSENCE**  
Apologies were received from Cllr Wicks.

FSST 8/21 **DISCLOSURE OF INTERESTS**  
There were no disclosure of interests.

FSST 9/21 **1. Allocations to Beneficiaries**

Members considered the applications for funding to beneficiaries totalling £21,745.00. The table below is a summary of the applications, the amount requested as well as the amounts that were recommended by members of the FSST Executive Group for consideration.

Organisation	Project	Amount Requested	FSST Executive Group Recommendation
<b>Creative Response Arts</b>	Summer Show 2023	£1,500.00	Need additional info
<b>FADEG</b>	The Big Draw 2023	£900.00	£900

<b>Farnham Heath End School</b>	Sculpture Project	£500.00	£500
<b>Farnham Maltings</b>	Natural Plant Dye Project	£3,240	Need additional info
<b>Farnham Maltings</b>	Family Takeover Festival	£2,000	Need additional info
<b>Making Matters</b>	Another Brick in the Wall 2	£2,000	£2,00.00
<b>New Ashgate Gallery</b>	The World of Weaving and Fabrics	£2,700	£2,00.00
<b>Phyllis Tuckwell Hospice</b>	ARTscape	£1,000	£500
<b>Potters Gate C of E Primary School</b>	Banners of Hope and Positivity	£1,000	£1,000
<b>Rural Life Living Museum</b>	Countryside Crafts & Wild Escape project	£1,000	£1,000
<b>St Andrews C of E Infant School</b>	Natural Dye Workshop	£500	£500
<b>St Mary's Infant School</b>	Time and Tide	£500	£500
<b>St Polycarp's Catholic Primary School</b>	Inspirational Reflection Garden Sculpture	£3,000	£3,000
<b>University for the Creative Arts, Farnham</b>	Kindness Rocks	£2,405.42	£,2425
	<b>Total:</b>	<b>£21.745</b>	<b>£14,325</b>

Members were in agreement that the following applications.

Creative Response Arts - Summer Show 2023;

Farnham Maltings - Natural Plant Dye Project;

Farnham Maltings - Family Takeover Festival would be approved for the funding amount applied for once additional information was provided.

It was also noted that Helen Knock would possibly submit a report on weaving and looms and apply for funding to store looms. Members agreed to consider the application once it was received as it was important to support the art of weaving in Farnham.

Members discussed a bursary option to promote Farnham as a World Craft Town. An idea of an annual award for an artist in residency with a prize money of between £5,000 and £10,000 awarded to the winner, was discussed.

FSST 10/21 Date of the next meeting

The date of the next meeting would be agreed at a later date.

Minutes taken by Lisa Tremeer



**Charity Commission Number 1146152**

## **History**

The trust was originally formed in 1880 by the gift of a property to trustees as an art school. The school was established by local philanthropists James and John Knight in 1980 for the “instruction of children and adults in drawing, painting, modelling, designing for architecture, manufacture and decoration and for no other purpose”.

With the later sale of property (The Farnham School of Science and Art) in 1986/87, the proceeds were invested with the income being applied in promoting the education in art and allied subjects of persons residing or studying in Farnham.

## **The Charity**

The name of the charity is the Farnham School of Science and Art and it is also known as the Farnham South Street Trust.

Farnham Town Council is the trustee of the charity and all Councillors act as trustees to the charity.

The governing document is The Charity Commission Scheme dated 10<sup>th</sup> march 1980 which was amended by The Charity Commission Scheme dated 19<sup>th</sup> June 1998.

## **Charity Objective and Activities**

The objective of the charity is to apply the income of the charity in promoting in such ways as it thinks fit, the education in art and allied subjects of persons residing or studying in Farnham in the County of Surrey. In furtherance of this objective, the charity makes grants to schools and other organisations in the Farnham area to enable those organisations to organise educational workshops and projects covering art and associated subjects for the benefit of children and adults living or studying in the local area.

## **Grants**

The Trustee (Council) reviews the investment of the charity’s assets on a regular basis and the annual income is used to provide annual grants for art-based activities.

Applications should be considered with the criteria guidelines for the Farnham (South Street) Trust:

1. Only projects assisted should involve creative input from, and be of educational value to, the students concerned.
2. The eligibility of instructions where there are young people other than those from the Farnham area will depend on the proportion of Farnham residents who would benefit from a grant if it were awarded.
3. In interpreting the phrase, “art and allied subjects”, the Trustees should read the phrase in the context of the description of subjects used by the 1880 Deed.
4. Projects outside the Farnham area may be considered depending on how many beneficiaries are from the Farnham area.
5. Performing arts such as drama, music and dance are not eligible for a grant. If there is a creative connection to a performing arts project, then funding may be considered.

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# Agenda Item 6

Farnham School of Science and Art: Trustee Report & Accounts for year ending 31<sup>st</sup> March 2023

Charity Commission  
Number – 1146152

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**FARNHAM SCHOOL OF SCIENCE AND ART**  
also known as  
**THE FARNHAM SOUTH STREET TRUST**

**TRUSTEE'S REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

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**LEGAL AND ADMINISTRATIVE INFORMATION**

Charity Number 1146152

Trustee Farnham Town Council

**Principal address**

Farnham Town Hall  
South Street  
Farnham  
Surrey  
GU9 7RN

**Bankers**

HSBC  
Farnham  
Surrey  
GU9 7NJ

**Independent Examiner**

R. J. Smith, FCA  
Milne Eldridge & Co  
88A West Street  
Farnham  
Surrey  
GU9 7EN

## **TRUSTEE'S REPORT**

### **FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2023**

The trustee presents its report and accounts for the year ended 31<sup>st</sup> March 2023

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the trust's deed of trust, the Statement of Recommended Practice: "Accounting and Reporting by Charities" (FRS 102), applicable accounting standards, and the Charities Act 2011.

### **Administrative Details of the Charity, its Trustee and Advisers**

The name of the charity is the Farnham School of Science and Art and it is also known as the Farnham South Street Trust.

Farnham Town Council is the trustee of the charity. The Council members who collectively acted as trustee to the charity during the year ended 31<sup>st</sup> March 2023 were as follows:

D. Attfield	A. MacLeod
D. Beaman	Ms M. Martin
R. Blishen (to 8 <sup>th</sup> November 2022)	M. Merryweather
Mrs C. Cockburn	Mrs K. Mirylees
Ms S. Dickson	G. Murray (from 15 <sup>th</sup> December 2022)
Mrs P. Dunsmore	J. Neale
A. Earwaker	J. Ward
B. Edmonds (to 31 <sup>st</sup> August 2022)	Ms M Wicks
Mrs P. Evans	
A. Fairclough (from 26 <sup>th</sup> January 2023)	
J. Fraser	
G. Hesse	

Details of the charity's correspondence address, bankers and of its independent examiner are set out on page 1. There are no solicitors or financial advisers appointed by the charity.

### **Structure, governance and management**

The trust was originally formed in 1880 by the gift of a property to trustees as an art school. With the later sale of the property the proceeds have been invested with the income being applied in promoting the education in art and allied subjects of persons residing or studying in Farnham.

The Trustee reviews the investment of the charity's assets on a regular basis.

The governing document is The Charity Commission Scheme dated 10<sup>th</sup> March 1980 which was amended by The Charity Commission Scheme dated 19<sup>th</sup> June 1998.

As noted above Farnham Town Council is the trustee of the charity and members of the Council sit ex-officio when the Council meets as trustee.

### **Objective and activities**

The objective of the charity is to apply the income of the charity in promoting in such ways as it thinks fit, the education in art and allied subjects of persons residing or studying in Farnham in the County of Surrey. In furtherance of this objective, the charity makes grants to schools and other organisations in the Farnham area to enable those organisations to organise educational workshops and projects covering art and associated subjects for the benefit of children and adults living or studying in the local area.

**TRUSTEE'S REPORT**  
**FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2023**

Farnham Town Council meets annually as trustee to consider applications for grants for purposes which fall within the objective of the charity.

In setting and carrying out the objective of the charity the trustee has had regard to the guidance issued by the Charity Commission on public benefit.

**Achievements and performance**

In order to achieve its objective, the charity made grants in respect of the year ended 31<sup>st</sup> March 2023 to the following organisations:

**Grants paid on or before 31<sup>st</sup> March 2023:**

<b>Organisation</b>	<b>Amount</b>
All Saints Infant School	£1,000
Creative Response Ltd	£3,034
Farnham Art and Design Education Group (FADEG)	£900
Farnham Maltings	£7,786
Farnham Sculpture	£2,103
Folly Hill Infant School	£400
Frensham Heights	£600
Hale Community Centre	£1,350
Hale Community Centre – Girlz Club	£750
New Ashgate Gallery	£1,500
Opportunities Craft	£780
Potters Gate Primary School	£1,600
Rural Life Living Museum	£1,000
St Andrews Infant School	£500
St Marys Infant School	£500
<b>TOTAL</b>	<b>£23,803</b>

**Financial review**

The charity's funds are currently invested with Blackrock Investment Management (UK) Limited. Funds are divided between two charity authorised investment funds specifically designed to meet the investment needs of charities. BlackRock Charities UK Bond Fund aims to provide a high level of income from fixed interest securities. BlackRock Charities UK Equity Fund aims to provide medium to long term capital and income appreciation by investing mainly in UK listed companies.

The income received by the charity from its investments during the year ended 31<sup>st</sup> March 2023 totalled £31,436 and as noted above it made grants amounting to £23,803, in relation to grant applications for the 2022/23 year.

The value of the charity's investments fell from £930,673 as at 31<sup>st</sup> March 2022 to £907,762 as at 31<sup>st</sup> March 2023.

**Future plans**

The trustee intends that the charity will continue providing grants in a similar way to the recent past in accordance with its objective, although it will monitor its investment carefully to ensure that the endowment is not depleted.

Sign: .....

Print Name: Cllr Alan Earwaker  
For and on behalf of Farnham Town Council (the Trustee)

Dated.. \_\_\_\_\_

## **STATEMENT OF TRUSTEE'S RESPONSIBILITIES**

The Trustee is responsible for preparing the trustee's report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards. The law applicable to charities in England and Wales requires trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the trustee is required to:

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

The trustee is responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the financial statements comply with the Charities Act 2011 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**INDEPENDENT EXAMINER'S REPORT TO THE  
TRUSTEE OF FARNHAM SCHOOL OF SCIENCE AND ART**

I report to the trustee on my examination of the accounts of the Farnham School of Science and Art for the year ended 31<sup>st</sup> March 2023.

**Responsibilities and basis of report**

As the charity trustee you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiner's statement**

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- (1) accounting records were not kept in respect of the Trust as required by section 130 of the 2011 Act;  
or
- (2) the accounts do not accord with those records; or
- (3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....  
**R. J. Smith, F.C.A.**

Milne Eldridge & Co  
88A West Street  
Farnham  
Surrey  
GU9 7EN

Dated:.....

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

	<b><u>Unrestricted</u></b> <b><u>funds</u></b> £	<b><u>Endowment</u></b> <b><u>funds</u></b> £	<b><u>2023</u></b> <b><u>Total</u></b> £	<b><u>2022</u></b> <b><u>Total</u></b> £
<b>INCOMING RESOURCES</b>				
<b>Incoming resources from generated funds</b>				
Investment income	31,436	-	31,436	27,888
	-----	-----	-----	-----
<b>TOTAL INCOMING RESOURCES</b>	<b>31,436</b>	<b>-</b>	<b>31,436</b>	<b>27,888</b>
	-----	-----	-----	-----
<b>RESOURCES EXPENDED</b>				
<b>Charitable activities</b>				
Charitable expenditure (Grants):	23,803	-	23,803	9,600
Bank charges	69	-	69	15
Cost of independent examination	594	-	594	594
<b>Total Expenditure</b>	<b>24,466</b>	<b>-</b>	<b>24,466</b>	<b>10,209</b>
	-----	-----	-----	-----
<b>NET INCOME/ (EXPENDITURE) BEFORE GAINS AND LOSSES ON INVESTMENTS</b>				
	6,970	-	6,970	17,679
Gains/(Losses) on investment assets	-	(22,911)	(22,911)	51,169
	-----	-----	-----	-----
<b>NET MOVEMENTS IN FUNDS</b>	<b>6,970</b>	<b>(22,911)</b>	<b>(15,941)</b>	<b>68,848</b>
	-----	-----	-----	-----
<b>TOTAL FUNDS BROUGHT FORWARD</b>	<b>100,466</b>	<b>930,673</b>	<b>1,031,139</b>	<b>962,291</b>
	-----	-----	-----	-----
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>107,436</b>	<b>907,762</b>	<b>1,015,198</b>	<b>1,031,139</b>
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**BALANCE SHEET**  
**AT 31ST MARCH 2023**

	<b><u>Unrestricted</u></b> <b><u>funds</u></b> £	<b><u>Endowment</u></b> <b><u>funds</u></b> £	<b><u>2023</u></b> <b><u>Total</u></b> £	<b><u>2022</u></b> <b><u>Total</u></b> £
<b>FIXED ASSETS</b>				
Investments	-	907,762	907,762	930,673
	-----	-----	-----	-----
<b>TOTAL FIXED ASSETS</b>	<b>-</b>	<b>907,762</b>	<b>907,762</b>	<b>879,504</b>
	-----	-----	-----	-----
<b>CURRENT ASSETS</b>				
Debtors	7,305	-	7,305	6,954
Cash at bank	100,725	-	100,725	94,106
	-----	-----	-----	-----
<b>NET CURRENT ASSETS</b>	<b>108,030</b>	<b>-</b>	<b>108,030</b>	<b>101,060</b>
	-----	-----	-----	-----
<b>CREDITORS: amounts falling due within one year</b>	<b>594</b>	<b>-</b>	<b>594</b>	<b>594</b>
	-----	-----	-----	-----
<b>NET CURRENT ASSETS</b>	<b>107,436</b>	<b>-</b>	<b>107,436</b>	<b>100,466</b>
	-----	-----	-----	-----
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>107,436</b>	<b>907,762</b>	<b>1,015,198</b>	<b>1,031,139</b>
	-----	-----	-----	-----
<b>FUNDS OF THE CHARITY</b>				
<b>Unrestricted funds</b>	<b>107,436</b>	<b>-</b>	<b>107,436</b>	<b>100,466</b>
<b>Endowment funds</b>	<b>-</b>	<b>907,762</b>	<b>907,762</b>	<b>930,673</b>
	-----	-----	-----	-----
<b>TOTAL FUNDS</b>	<b>107,436</b>	<b>907,762</b>	<b>1,015,198</b>	<b>1,031,139</b>
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**DECLARATION**

The trustee considers that the charity is entitled to exemption from the requirement to have an audit under s144 of the Charities Act 2011.

The financial statements for the year ended 31<sup>st</sup> March 2023 are approved by the trustee.

.....

For and on behalf of Farnham Town Council (Trustee)  
Date:



## **FARNHAM SCHOOL OF SCIENCE AND ART**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2023**

#### **1. ACCOUNTING POLICIES**

##### **1.1 Basis of Preparation**

The financial statements are prepared under the historical cost convention with the exception that investments are included at market value.

The accounts have been prepared in accordance with the Statement of Recommended Practice: "Accounting and Reporting by Charities" (FRS 102) and applicable accounting standards, and the Charities Act 2011.

##### **1.2 Accumulated funds**

The charity has a single permanent endowment fund the capital of which is invested by the trustee in perpetuity. The trustee may apply the income to the general purposes of the trust in furtherance of the charitable objectives.

The unrestricted funds held by the Trust are funds that can be used in accordance with the charitable objectives at the discretion of the Trustee.

##### **1.3 Investments**

Investment income is included in the accounts when receivable.

Investment gains and losses include any gain or loss on the sale of investments and any gain or loss resulting from revaluing investments to market value at the end of the year.

Investments are represented by common investment funds and are valued at bid price at the year end.

#### **2 GRANTS**

Grants are made to local institutions for the purpose of promoting the education in art and allied subjects of persons residing in Farnham in the county of Surrey

#### **3 FIXED ASSET INVESTMENTS**

	£
Market value at beginning of year	930,673
Net (loss)/gain on revaluation	(22,911)
	-----
Market value at end of year	£907,762
	-----

The charity's investment assets are represented by holdings in BlackRock Charities UK Equity and Bond Funds. Both these funds are registered in the United Kingdom.

#### **4 TRUSTEE**

The individual councillors acting as trustee received no remuneration or expenses from the charity during the year.

#### **5 CHARITY STATUS**

Farnham School of Science and Art is a Charitable Trust for tax purposes.

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