



MERCHANT NAVY WELFARE BOARD

**8 Cumberland Place
Southampton
SO15 2BH**

**68th
ANNUAL REPORT
&
AUDITED FINANCIAL STATEMENTS
FOR
YEAR ENDING 31st DECEMBER 2015**

**REGISTERED COMPANY NUMBER: 453053
REGISTERED CHARITY NUMBER: 212799
CHARITY NUMBER (SCOTLAND): SC039669**

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Merchant Navy Welfare Board
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for the Year Ended 31 December 2015

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**Merchant Navy Welfare Board
Chairman's Introduction
for the Year Ended 31 December 2015**

The Merchant Navy Welfare Board was established sixty eight years ago to coordinate and promote the welfare and provision of services to seafarers and their dependents and to facilitate co-operation between organisations providing such services. Indeed, the structure of its Council draws together representatives from ship owners, seafarers unions and maritime charities making it uniquely well placed to meet these objectives. This remains as important today as it was then.

2015 was a busy and productive year in terms of achievements and the Board continues to 'punch above its weight' in terms of project work. Notably the pilot project, undertaken on behalf of the International Seafarers' Welfare & Assistance Network (ISWAN), utilises and shares the Boards unique and immense knowledge and experience in helping to establish Port Welfare Committees on an international basis for the benefit of seafarers' around the world.

The biennial meeting in December for Port Welfare Committee Chairmen and Vice-Chairmen was extremely productive and demonstrated not only the value of exchanging ideas and building on 'best practice', but was a humbling reminder of the on-going work to be done with regard to seafarers' welfare. These committees, comprising representatives from all sectors of the maritime community, remain at the heart of the Board's work and their importance cannot be understated. I am most grateful to them all for their time and commitment.

Financial returns during 2015 were more modest than in previous years, but subdued inflation and prudent management by our investment managers – Bordier & Cie (UK) PLC - led to satisfactory returns in real terms and I am pleased to report that the Boards finances remain sound.

We are a collaborative organisation and achieve our objectives by goodwill and cooperation with other stake-holders in the maritime community. I am most grateful to them all for their support and the good work that they do.

I am grateful also to my fellow trustees – who give their time, knowledge and expertise to the governance and direction of the Board.

Special thanks however, must go to David Parsons and Peter Tomlin, particularly for their sterling work this year on the ISWAN pilot project, but also to all the other staff in Southampton who, under David's leadership, do such an outstanding job.

**R J Jones
Chairman**

**Merchant Navy Welfare Board
Chief Executive's Introduction
for the Year Ended 31 December 2015**

The year 2015 has been an extremely busy period for the Board, much of which has been dominated by project work and collaboration. We have worked increasingly closely with a number of constituent charities and our Port Welfare Committees in various fields.

We have been working in partnership with the North American Maritime Ministries Association (NAMMA), on behalf of ICMA, to set up an on-line basic training course for new ship welfare visitors. This will run in tandem with face to face training. With proper copyright controls and permissions in place, we anticipate that the package can be used in other countries by ICMA members. We have also laid the grounds for a review of the jointly run UK seafarers' centres. Whilst much of this will take place in 2016, a questionnaire was distributed to seafarers visiting our ports, seeking their views of current port based welfare services and their priorities for the future. The results should be of considerable interest to all those involved in this essential welfare provision, not only here, but in other parts of the world. We are grateful to all the port chaplains, centre staff and volunteers for their assistance in this. The review of individual centres will take place throughout 2016.

My colleague and deputy, Peter Tomlin, continues to act as our project manager and has worked tirelessly on new or on-going programmes. Port levies, or corporate contributions, are seen as increasingly important if we are to maintain the quality of welfare services in our ports as traditional income streams continue to fall. A new scheme has been established in the Port of Tyne and this is seen as a possible template for elsewhere. We are most grateful to all those who have supported this. The existing Port Information database is being enhanced to provide access on-line. In each case users will be able to make amendments and updates, specific to their own entries. The project has been a partnership with Southampton Solent University and partially funded by government's Knowledge Transfer Partnership Fund.

Work with the Watch Ashore to help increase their membership by using social media is beginning to bear fruit and we have established an excellent rapport with their members. We have also been working to increase opportunities for older people from the seafaring community to have access to IT and the internet. Early indications are that this is being well received.

A major and very exciting pilot project has been undertaken on behalf of International Seafarers' Welfare & Assistance Network – ISWAN who have been funded by ITF Seafarers' Trust. They commissioned the Board to establish at least five new seafarers' welfare boards, or port welfare committees, in different parts of the world. At the time of writing we have succeeded in establishing nine new committees and this will probably extend to ten. I am optimistic that funding will be found to develop this into a much larger project and if the Board is asked to undertake this work we will ensure that we have additional staff resources with the right experience to cover this.

Finally I would like to note my personal thanks to all those Constituent and PWC members who provide so much support to my colleagues and me. I would also like to thank the Council for underpinning our role and particularly my colleagues on the staff for all their hard work.

**Captain David Parsons MNM MNI
Chief Executive**

STRUCTURE, GOVERNANCE AND MANAGEMENT

The trustees present their 68th Annual Report and the audited Financial Statements for the year ended 31 December 2015. They have adopted the provisions of the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)' ("SORP 2015").

REFERENCE AND ADMINISTRATIVE DETAILS MISSION STATEMENT

"Supporting the provision of quality welfare services for seafarers and their dependants"

OBJECTIVES

The Key Objectives of the Merchant Navy Welfare Board are to:

- Help improve the effectiveness of all those charities caring for merchant seafarers, fishers and their dependants and this is done irrespective of nationality, religion or ethnic background.
- Strive to ensure that all welfare needs are met through the most effective deployment of resources.
- Facilitate the work of Constituent organisations through the provision of grants and specialist support services.
- Provide a dedicated welfare support and referral service for UK seafarers and their dependants.
- Manage and support Port Welfare Committees to develop local welfare services.
- Encourage and enable closer collaboration amongst both Constituent organisations and Port Welfare Committees.
- Represent and raise awareness of seafarers' welfare issues at national level.

N.B. The wording shown above summarises the formal Objects, a copy of which may be obtained from the Chief Executive.

STATEMENT OF PUBLIC BENEFIT

The objectives, activities, achievements and performance of the Board, which the charity undertakes for the public benefit, are clearly set out in this report. The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Board's aims and objectives and in planning future activities and setting out the grant making policy.

In the interests of transparency the trustees make the following statements regarding public benefit:

- The clear benefits provided by the Board are delivered through the key objectives set out above and reflected in the disclosure of charitable expenditure in the Statement of Financial Activities.
- The primary objective of the Board is to help improve the effectiveness of all those charities caring for merchant seafarers, fishers and their dependants and this is done irrespective of nationality, religion or ethnic background.
- No detriment or harm arising from the work of the Board has been identified.
- The beneficiaries are those charities caring for merchant seafarers, fishermen and their dependants. This is directly in accordance with the terms of the Board's constitution.
- The Board is active within the United Kingdom and Gibraltar and has worldwide connections.
- People in poverty are at the heart of what the Board does and it is not aware of any Constituent member excluding benefits from anybody in poverty.
- There are no private benefits of which the Board is aware.

NATURE OF THE GOVERNING DOCUMENT

The Board is governed by Articles of Association adopted by a Special Resolution on 20 May 2010 and amended on 24 July 2015. These comply with the provisions of the Companies Act 2006 and the Charities Act 2011.

REGISTRATION DETAILS

The Board is registered in England & Wales, under company number 453053, as a Company limited by guarantee and as such it does not have share capital. The Board is also registered under number 212799 with the Charity Commission for England & Wales and in Scotland with the Office of the Scottish Charity Regulator (OSCR) under number SC039669.

TAXATION STATUS

The Board, as a registered charity in England and Wales, is exempt from taxation on its charitable activities. This has been confirmed by H M Revenue & Customs.

REGISTERED OFFICE

The registered office of the Board is 8 Cumberland Place, Southampton SO15 2BH
Telephone: 023 8033 7799 Fax: 023 8063 4444 E-mail: enquiries@mnwb.org.uk
Website: www.mnwb.org

WELFARE ORGANISATIONS SUBSCRIBING TO THE CONSTITUTION OF THE BOARD (CONSTITUENT MEMBERS)

Aberdeen Seafarers' Centre	Royal Alfred Seafarers' Society
Aged Merchant Seamen's and Sunderland Distressed Mariners Fund	Royal Liverpool Seamen's Orphan Institution
Apostleship of the Sea, Great Britain	Royal Merchant Navy Education Foundation
Broughton House Home for Disabled Ex-Servicemen	Royal National Mission to Deep Sea Fishermen
Centres for Seafarers	Sailors' Children's Society
Care Ashore	Sailors' Orphan Society of Scotland
Erskine Hospital	Sailors' Society
Grimsby Sailor's & Fishing Charity	Scottish Nautical Welfare Society
Guild of Benevolence of the IMarEST	Scottish Veterans' Residences
Humber Seafarers' Service	Seafarers UK (King George's Fund for Sailors)
Honourable Company of Master Mariners Charities	Seamen's Christian Friend Society
Liverpool Sailors' Home Trust	Seafarers Hospital Society (formerly Seamen's Hospital Society)
Lowestoft Fishermen's and Seafarers' Benevolent Society	Seamen's Welfare Fund (Gibraltar)
Manx Marine Society	Shipwrecked Mariners' Society
Marine Society & Sea Cadet Association	SSAFA
Merchant Navy Association	Trinity House
Merchant Navy Association of Northern Ireland	Trinity House, Hull
Mersey Mission to Seafarers	Tyne Mariners' Benevolent Institution
Mission to Seafarers	Veterans' Aid
Nautilus Welfare Fund	Whitby Merchant Seamen's Hospital Houses
Queen Victoria Seamen's Rest	Willie Seager Memorial Trust
	Wilson's Mariners' Homes

N.B. These are not connected Charities within the meaning of the SORP 2015

Under its Articles of Association the Board is no longer required to hold a formal Annual General Meeting. For any constitutional changes it will hold an Extraordinary General Meeting (EGM) to which all Constituent members will be invited.

**Merchant Navy Welfare Board
Report of the Trustees
for the Year Ended 31 December 2015**

TRUSTEES AND MEMBERSHIP OF THE COUNCIL

The Board's trustees are collectively known as its Council. New members are appointed by Council, primarily on the basis of the skills and experience required to carry out their responsibilities effectively in the best interest of the charity. Details of Council membership during 2015 and changes to the date of this report were as follows:

Patron: The Lord Prescott
Chairman: R J Jones, re-elected to this position on 30.04.14
Vice Chairman: A M Dickinson, re-elected to this position on 30.04.14

Ship Owners' & Ship Managers' Representatives:

Capt A Cassels (Re-appointed 20.05.15)
D Colclough (Re-appointed 20.05.15)
R J Jones (Chairman) (Re-appointed 30.04.14)
T E Springett (Appointed 20.05.12)

Trade Union Representatives:

M Carden, RMT (Re-appointed 20.05.15)
A M Dickinson, Nautilus International (Vice-Chairman) (Appointed 20.05.12)
M Jess, Nautilus International (Re-appointed 20.05.15)
S Todd, RMT (Re-appointed 30.04.14)

Voluntary Sector Representatives:

A Campbell MSc BA FCMI CMgr MNM, Queen Victoria Seamen's Rest (Appointed 30.04.14)
Revd Canon K Peters, Mission to Seafarers (Appointed 20.05.12)
Ms D Thomas, Sailors' Children's Society (Appointed 20.05.12)
Cdre M Williams CBE RN, Shipwrecked Mariners' Society (Appointed 30.04.14)

Persons able to make a particular contribution of value to the Charity because of their specialist expertise:

Cdre B Bryant CVO RN, Seafarers UK (Re-appointed 30.04.14)
G Lane, Chartered Accountant (Appointed 20.05.12)

During 2015 the Council was pleased to grant observer status to the Maritime & Coastguard Agency who appointed Mr Neil Atkinson MNM, Principal Surveyor, in this capacity.

The Board wishes to place on record its appreciation for the contributions made by all members of the Council. There were no appointments or re-appointments since the publication of the 2014 Annual Report.

INDUCTION AND TRAINING OF TRUSTEES

Trustees are either appointed, or elected. The Chamber of Shipping is responsible for appointing the Ship Owners' & Ship Managers' Representatives, currently four in number. Nautilus International and the Rail and Maritime Transport Union (RMT) are responsible for appointing the Trade Union Representatives, currently two each. The Constituent Maritime Charities elect the Voluntary Sector Representatives, currently four. The Council appoints those persons able to make a particular contribution, currently two. Each appointment, or election, is for a three year term of office.

All newly appointed trustees are provided with an induction pack that includes the governing documents, latest annual report, recent minutes of Council and other relevant meetings, publicity literature and the Charity Commission's relevant publications and information leaflets. Within the first few months of their election, Council members are invited to attend a day's induction at the Board's offices where they are introduced to the staff, given a comprehensive insight into the daily operation and a briefing covering the Board's current strategy and projects. The 'Trustee Role Description', outlining the general duties of the Board, is reviewed annually.

**Merchant Navy Welfare Board
Report of the Trustees
for the Year Ended 31 December 2015**

PAYMENTS TO TRUSTEES

No member of Council receives any payment for acting as a trustee, other than, on occasion, out of pocket expenses.

CONFLICTS OF INTEREST

The Board maintains a register of interests of all trustees and senior staff. Additionally, at each meeting of the Council, all those present are asked to declare any potential conflicts of interest when appropriate.

COMPANY SECRETARY

Capt D A Parsons MNM MNI, Chief Executive

PROFESSIONAL ADVISERS

Auditors: Sheen Stickland 7 East Pallant Chichester West Sussex PO19 1TR	Bankers: CAF Bank Ltd 25 Kings Hill Avenue West Malling Kent ME19 4JQ	Investment Manager: Bordier & Cie (UK) PLC 23 King Steet St James's London SW1Y 6QY	Solicitors: Blake Morgan LLP Tollgate Chandlers Ford Eastleigh SO53 3LG
	Pension Advisers: Chadney Bulgin LLP 89 Fleet Road Fleet Hampshire GU51 3PJ	Accounts Administration: Winchester Bourne Ltd Sullivan Court Wessex Business Park Colden Common Winchester SO21 1WP	

STAFF

The Board employs eight full time members of staff directly in its work. Details of staff members employed during 2015 were as follows:

Captain David Parsons MNM MNI - Chief Executive
Mr Peter Tomlin MBE MNM - Deputy Chief Executive
Mrs Susan Newcombe - Port Welfare Committee Manager
Miss Sharon Coveney - Port Welfare Committee Manager
Mrs Sally Oliver - Welfare Manager
Miss Sarah Edward - Training & Office Manager, PA to the Chief Executive
Mrs Louise Furber - Welfare Administrator
Mr Alastair Whitfield - Project Administrator

The Council is responsible:

- for all staff employment contracts based on advice from the Board's appointed human resources advisers.
- for agreeing the employers and minimum staff contributions towards the pension scheme.
- appointing a financial adviser to advise on the appointment of a pension provider

Remuneration Policy

The Board is committed to ensuring that staff are adequately remunerated to ensure that it attracts and retains the right skills to achieve the charity's objectives.

In accordance with SORP 2015, the Board:

- discloses all payments to trustees (these are out of pocket expenses only).
- discloses that there are no staff in receipt of more than £60,000 salary including gross pay and taxable benefits.
- discloses the pension policy.
- confirms that there are no benefits in kind.

The Board has appointed a remuneration sub-committee, consisting of the Chairman and two trustees, advised by the Chief Executive (with exception of his own remuneration), which meets to review and recommend the pay for all staff. The subcommittee:

- reviews the Board's salary structure against an agreed independent market benchmarking tool and makes amendments, when appropriate, to ensure that salaries remain competitive.
- approves the annual cost of living increase for all staff taking into account the most recent RPI figures
- approves any consolidated pay awards over and above the cost of living index.

VOLUNTEER HELP

The Board does not utilise volunteers for its day to day activities.

ORGANISATIONAL STRUCTURE AND DECISION MAKING

The Board's Council holds three or four meetings annually. These are used to review current strategy, financial matters, investments, services to Constituent charities, grant distribution and agree future policy. In addition it holds joint biennial meetings for Constituent and Port Welfare Committee members. In the event of needing to make any amendments to the Articles of Association the Board must convene an EGM for its Constituent Members and one such meeting was held on 24th July 2015. The amendments were notified to and accepted by the Charity Commission for England & Wales and the Office of the Scottish Charity Regulator.

The Council takes the view that internal controls provide adequate safeguards. All transactions are properly authorised and recorded thus ensuring that any material errors and irregularities are detected and prevented.

RISK ASSESSMENT

The Board has a formal risk management process, which identifies the role for the Council as:

- ensuring that the identification, assessment and mitigation of risks are linked to the achievement of the Board's operational objectives.
- ensuring that the process covers all areas of risk e.g. financial, governance, operational and reputational and is focused primarily on major risks including those arising from investment issues.
- ensuring that the process seeks to produce a risk exposure profile that reflects the Board's views as to the level of acceptable risk.
- reviewing and considering the principal results of risk identification, evaluation and management.

To ensure that risk management is a continuous process and embedded in all management and operational procedures, a revision of the risk profile is completed annually by the Chief Executive and includes positive confirmation that controls are in place to mitigate material risks.

COMPLAINTS PROCEDURE

The Board has in place a policy to deal with any complaints from the public or other organisations.

FINANCIAL CONTROLS

The Board believes that the system of internal control provides adequate assurance that assets are safeguarded, transactions are properly authorised and recorded and that material errors and irregularities are either prevented or detected at an early stage. The financial controls are reviewed annually.

FINANCIAL REVIEW

In line with the Board's strategic plan and investment policy this resulted in a planned deficit during the year amounting to £462,399 (2014 - deficit £280,513).

Income from unrestricted resources for the year amounted to £444,114 (2014 - £388,044) whilst total unrestricted resources expended amounted to £842,169 (2014 - £804,649).

As detailed elsewhere in this report grants awarded in the year totalled £225,996 (2014 - £250,360).

Income in respect of restricted resources amounted to £201,408 (2014 - £343,915) and expenditure amounted to £265,752 (2014 - £207,823).

Investment performance is dealt with later in the report but the total realised and unrealised gains amounted to £629,609 (2014 - gain £625,534) for the year. This has resulted in the value of investments under management increasing to £14,423,039 (2014 - £13,986,173).

Overall net assets stand at £14,492,439 (2014 - £14,325,229).

RESERVES POLICY

The Council annually reviews the level of the Board's reserves available to meet the on-going ability to finance administrative costs, services to Constituent members and grants. In order to determine and monitor the appropriate level of reserves, the Board assesses likely future demand for grants and services against income expectation. Council, when determining the financial forecasts, considers the appropriate level of reserves. The Board takes the view that the investments held are adequate to provide income to sustain the current levels of demand increasing in line with the retail price index.

INCOME

Donations and Legacies

Whilst the Board does not actively fundraise amongst the public, it is always extremely grateful for any donations and legacies, which are fully utilised in support of its objects. During 2015 a total of £981 (2014 - £790) was received in donations, whilst legacy income amounted to £72,715 (2014 - £50,400). Two known legacies are awaiting settlement, each pending the sale of property, but the amounts and timescale are unknown. The Board does not work with any commercial participators.

Trading Subsidiary

The Board does not have any trading subsidiaries.

**Merchant Navy Welfare Board
Report of the Trustees
for the Year Ended 31 December 2015**

Government Contracts & Grants

The Board does not receive grants or seek contracts from central or local government.

Investment Income and Policy

The Board annually provides its investment managers, Bordier & Cie (UK) PLC, with an investment policy. Their costs are based on the number of transactions each quarter together with fees charged for the management of the investment portfolio. Total costs amounted to £54,809 (2014 - £43,580). During the year the board received a refund of renewal commissions amounting to £21,208 (2014 - £17,854). This related to commissions charged in previous years and this has been deducted from investment management costs in the current year to give a net cost of £33,601 (2014 - £25,726) as disclosed in the financial statements.

The Board utilises benchmarks to monitor investment performance and reviews investment returns on a quarterly basis.

The primary source of income is from investments and since 2007 a 6% total return has been a key part of the policy. The Board accepts this is a risk strategy intended to provide greater return. Whilst this continues to be maintained, it is reviewed annually and can be revised, at any time, in light of needs and changing circumstances. A recent review indicates that, in reality, the numbers of older seafarers and their dependents are already showing a slow decline which will begin to accelerate over the next 15 to 20 years. As a counter balance there is evidence that the individual needs for those receiving support are increasing. At the same time there remains an on-going need to support port based welfare services for working seafarers.

Social Investment Policy

The Board does not have a social investment policy.

Portfolio Performance

During 2015 investments increased in value by 6.63% (against 1.9% in 2014).

The Asset Allocation as at 31st December 2015 was as follows:

	2015	2014
UK Gilts and Fixed Interest	0%	3.5%
International Fixed Interest	6.9%	5.8%
UK Growth	16.4%	16.9%
UK Income	18.6%	18.0%
Europe	13.8%	11.8%
USA	17.0%	19.3%
South East Asia	5.6%	8.0%
Japan	7.1%	4.4%
Property	7.5%	6.7%
Alternative Investments	5.2%	1.0%
Cash	1.9%	4.6%
	100%	100%

Grants Added Back

Some grants were not fully expended and a total of £18,079 was added back into the Board's funds (2014 - £5,668).

Restricted Funds

The Board maintains restricted funds for support programmes and projects, which are covered elsewhere in the report. These are as follows:

- Vehicle Replacement Programme Fund
- International Port Welfare Project
- Merchant Navy Medal Fund
- Seafarer Support
- Emergency Grant Fund
- Digital Inclusion Project
- Watch Ashore Project

EXPENDITURE

Staff

As at the date of this report the Board employs eight full time members of staff directly involved in its work.

Pensions

Following satisfactory probationary service all members of staff are entitled to enter a contributory stakeholder pension fund provided by the Board and all those currently employed are included. With effect from 1st January 2016 the Board, following advice from its pension advisers, Chadney Bulgin, Chartered Financial Planners, moved its pension to a new provider. All staff were properly advised. The Pension Regulator set a revised date of 1st January 2016 for auto enrolment and the Board was fully compliant with all the requirements.

Offices

The Board began a 10 year lease for its offices at 8 Cumberland Place, Southampton SO15 2BH in December 2010. These premises adequately meet the Board's needs both now and for the foreseeable future. A mid-term review took place as at 2nd December 2015 and a new rental amount was agreed for the remaining five years. Under the terms of the repairing lease the Board redecorated both the interior and exterior of the property during 2015.

Professional fees

The Board incurred professional fees in 2015 for legal services, audit and accountancy purposes.

Auditors and the Appointment of Auditors

The Board is required to have its accounts audited annually. Under the Articles of Association the Council is responsible for appointing the auditor.

Accountancy fees

The Board's accounts administration is undertaken by Winchester Bourne Ltd, for which it pays a fee. The Board would, once more, like to place on record its gratitude to the long-standing Accounts Manager, Mrs Jane Roberts, for all her efforts and assistance.

Membership of Organisations

The Board is a subscribing member of the following charitable organisations:

- ***Maritime Charities Group (MCG)*** formerly Maritime Charities Funding Group (MCFG)
- ***International Seafarers' Welfare and Assistance Network (ISWAN)***
- ***Confederation of Service Charities (COBSEO)***
- ***National Council for Voluntary Organisations (NCVO)***
- ***Association of Charity Officers (ACO)***

ACHIEVEMENTS AND PERFORMANCE

SERVICES TO CONSTITUENT MEMBERS & PORT WELFARE COMMITTEES

Introduction

In 2013 the Board undertook a long-term strategic review, looking ahead for up to the next 10 years, using the knowledge and expertise of both the trustees and staff. Based upon this and taking into account more recent requirements the Board once again published its strategy for 2016/17 towards the year end. This is available on the Board's website: www.mnwb.org.

The Board's dedicated staff continue to pursue challenging initiatives in a very positive and constructive manner, and provide a high standard of service to its Constituent and Port Welfare Committee (PWC) members. A number of new projects were commenced during the year, whilst others remained on-going.

The Board continues to encourage all those involved with its objectives to comment on its strategy and suggest areas in which it might provide additional support. The agreed strategy is circulated to all Constituents and PWC members for comment and suggestions, which it welcomes. Subject to the agreement of its Council, this can be amended at any time to suit current needs.

Website

The primary purpose of the website is to inform Constituents, PWC members and the wider public about the Board's role and developments whilst, simultaneously, providing a point of contact for those people seeking support. Downloadable generic application forms are available for the use of potential beneficiaries seeking help from the maritime charity sector and for Constituent charities applying for grants. It also contains links to other maritime organisations.

The Board has a page on the social media website Facebook: www.facebook.com/TheMNWB wherein it provides regular updates on its day to day activities.

In addition it manages and controls three other websites:

- International Port Welfare Project (on behalf of ISWAN);
- Merchant Navy Medal (see later in the report);
- Seafarer Support

Welfare

Whilst the Board does not give financial support to individuals, other than in an emergency, it does act as a 'clearing house' for those seeking assistance from other maritime charities. Experienced staff in the welfare department will arrange home visits by caseworkers and review all applications before directing them to the most appropriate sources of help.

Caseworker Home Visits

Caseworkers can assist clients with completing application forms and help to assess their circumstances. The Board, on behalf of its appropriate Constituent members, arranges home visits by a trained caseworker from the maritime charities, or SSAFA. It reimburses the latter with any costs. During 2015, 163 visits were arranged by the Board (2014 - 195). The exception to this arrangement is the Shipwrecked Mariners' Society, which arranges caseworker visits directly, although the Board reimburses the Society with a grant to cover some of those costs.

Emergency Grant Fund

Occasionally caseworkers, during home visits, find clients with virtually no basic supplies. Thanks to a small grant from the Merchant Navy Fund, the Board is now able to meet the cost of supermarket vouchers that will help a client in the short term whilst their longer term needs are being assessed. In 2015 two such grants were awarded.

Register of Grants to Individuals

The Board has, for many years, maintained a register of persons who have applied for, or are in receipt of, a grant from one of its Constituent charities. This includes both regular and one-off grants. This helps to reduce duplication and avoid, albeit rare, cases of fraud. More recently the potential for the information contained in the register has been recognised by the Board and its Constituents. All those involved in the sector recognise that the large reduction in numbers of seafarers during the latter part of the 20th century is now beginning to impact the numbers seeking financial support. Equally needs and the purposes, particularly for one-off grants, are changing. The register can provide demographic information and statistics such as annual numbers of those receiving and applying for help, geographical locations of seafarers (using postcodes), ages, sexes, marital status and usually, purposes of a one-off grant. This information can be used to identify trends, enabling better future projections and provide demographic profiles, allowing maritime charities to better plan to meet future needs.

The Board would like to record its thanks to Mrs Sally Oliver and Mrs Louise Furber for their contribution to welfare support.

Data Protection

The above register and all other confidential information held by the Board fully complies with the requirements under the Data Protection Act 1998. The Board is registered for this purpose with the Information Commissioner's Office.

Seafarer Support

Equally important is Seafarer Support, a service which is run and managed by the Board on behalf of all maritime charities. This enables enquirers from an MN, RN or fishing fleet background to be referred, or directed, to the most appropriate sources of help. It is funded via direct grants from itself (MNWB), Royal Navy & Royal Marines Charity and Seafarers UK. The Board's staff welcome enquiries either on a Freephone number - 0800 121 4765 - or via the website; www.seafarerssupport.org where a search facility called the 'Maritime Charities Welfare Guide' is embedded. The Board is currently carrying out minor upgrades to the website and is engaged with social media to improve outreach. During 2015 Seafarer Support received:

- Freephone Helpline – 699 phone calls (2014 - 522)
- Website – 11,064 unique visitors* (2014 – 12,102)

*unique visitors are measured according to their computers' unique IP address and are counted only once, no matter how many times they visit the website.

The above figures demonstrate that increasing numbers of enquiries come via the Web, although the number of phone calls have also increased. There are more than 140 organisations covering 35 different welfare categories listed in the Maritime Charities Welfare Guide.

The top 5 'searched for' categories of help in 2015 in order of priority were as follows:

- | | |
|-------------------------------|-------------------------------------|
| 1. Grants to Individuals | (2014 - Grants to Individuals) |
| 2. Household Equipment Grants | (2014 - Household Equipment Grants) |
| 3. Regular Grants (Annuities) | (2014 - Sheltered Housing) |
| 4. Sheltered Housing | (2014 - Emergency Grants) |
| 5. Benefits Advice | (2014 - Benefits Advice) |

Training Courses

The Board remains committed to providing on-going training courses for its Constituent and Port Welfare Committee members. During 2015 the courses available, subject to demand included:

- ***Bereavement Awareness:*** No courses were held due to the retirement of the trainer.
- ***Caseworking:*** SSAFA has kindly opened its own courses, in various locations, to MN and fishing industry welfare workers and 7 persons attended. This arrangement will continue in the future and the Board would like to note it's gratitude to SSAFA for their kindness and support.
- ***Introduction to Workplace Health & Safety:*** This is an e-learning course and was utilised by one person.
- ***Managing Aggression & Violence:*** One course was held for 14 persons.
- ***Managing Volunteers:*** A pilot course was held in London for 11 persons and was extremely well received.
- ***Mental Health Awareness:*** One course was held in London for 15 persons.
- ***Personal Safety at Work:*** One course was held in Aberdeen for 15 persons.
- ***Ship Welfare Visitors:*** Three Ship Welfare Visitor courses were held: Southampton – 19; London – 12; and Liverpool – 13 persons. The Board is working with the North American Maritime Ministries Association (NAMMA), on behalf of ICMA (International Christian Maritime Association) to provide an on-line training package that will be supplemented by face to face training.
- ***Substance Abuse Awareness:*** There were no requests for this course.
- ***Understanding the Merchant Navy:*** This course is available for lay personnel working in offices or seafarers' homes to provide a better understanding of the background of the shipping industry and seafarers.

All those courses listed above remain available subject to sufficient demand. The Board welcomes suggestions for any other training courses that will benefit its Constituent and Port Welfare Committee members. In addition the Board would like to thank Miss Sarah Edward for managing the training programme.

Evaluation Studies

The Board can arrange evaluation (or feasibility) studies, as requested by its Constituent members to assist in promoting the most effective and highest standards of welfare services for both serving and retired seafarers within the UK and Gibraltar. Whilst none are currently planned the Board welcomes requests for these.

UK Seafarers' Centre Review

During the year the Board began a review of the jointly run seafarers' centres in the UK at the request of three of the societies involved. These have been an integral part of seafarers' welfare for decades and those included in the review are all constituted as separate charities.

Anecdotal evidence consistently suggests that many seafarers value the hospitality and security offered by centres in what are often unfamiliar ports. Nonetheless a number of factors including 'drop in' only usage, decline in traditional income streams (such as much reduced profits from the sale of alcohol and phone cards), combined with faster turnaround times in ports, larger ships with smaller multinational crews, expanding ports and ever improving access to on-board and dockside internet provision are all challenging the effectiveness of the traditional centre model. These challenges must be faced if centres are to continue to serve the modern day seafarer and be an integral part of seafarers' welfare provision.

The project will compare seafarers' welfare needs against local provision and focus on operational, governance and financial arrangements. In the first instance the Board undertook a survey among seafarers in order that all involved can better understand their priorities, real needs and aspirations and this was seen as fundamental. The review of individual centres, which includes governance and management structures, will take place during 2016.

UK Port Welfare Study & Seafarer Welfare Information Management System (SWIMS)

The Board now maintains a bespoke database which captures data on all aspects of seafarers' welfare provision across UK ports. The information is gathered by consultation at PWC meetings and enables those providing port based welfare to review the level of welfare need against available resources at port level. Subsequently the Board, entered into a partnership with Southampton Solent University. The latter received a grant from the government funded Knowledge Transfer Partnership fund. This is to develop the database so that it can be accessed on-line by a restricted audience which will include port authorities, society head offices and port chaplains. In each case such users will be able to make amendments and updates, but specific only to their own entries. Work on this began in early 2015 and the database is expected to 'go live' during the first half of 2016.

Merchant Navy Fund

This fund was established in November 2012 jointly by MNWB and Seafarers UK to raise money from the Merchant Navy for the Merchant Navy. It is pleasing to note that the fund is increasingly well supported, albeit rather slowly, with every single penny raised used to support those societies that help UK Merchant Navy Seafarers and their families. It is important to understand, however, that only societies can apply for a grant and this must be specifically for supporting UK resident merchant seafarers and their families. Those societies seeking a grant should apply to Seafarers UK, using one of their standard grant application forms, confirming that it is an application to the Merchant Navy Fund. The small cost of administering the Merchant Navy Fund is shared between both MNWB and Seafarers UK and in 2015 was £2,065 (2014 - £7,442) in total.

Publications

The Board, on behalf of its Constituents, publishes and distributes the following publications which are also included on the website:

- ***Port Information Leaflets:*** The Board currently publishes (and updates) 32 Port Information Leaflets for seafarers throughout UK ports and Gibraltar. These are welcomed as they focus on seafarers needs, when ashore, in the limited time that most have available. They are also included on the Board's website. During 2015, no new ports were added, but there were a number of updated reprints.
- ***'Remembering those left behind':*** This booklet provides advice for both those seeking to make funeral plans before their death, and for people who are faced with making the arrangements with no plan in place. Further copies will be printed on demand and the booklet will be reviewed regularly.
- ***'Arrested and Detained Vessels and Abandoned Seafarers – A Guide to Who Does What':*** This booklet, published in hard copy and on-line, is intended to be a simple guide explaining the duties of the various authorities when voluntary societies encounter seafarers on arrested, or detained vessels, or who have been abandoned. It will be reviewed regularly and updated when necessary.

Vehicle Replacement Programme

Four maritime charities contribute to this programme, which is managed by the Board. These are: the Board, ITF Seafarers Trust, Seafarers UK and Trinity House. This restricted fund was first established in 2008 to provide grants towards the replacement of vehicles used for port based welfare services. This fund is now reviewed annually and grants applied for from the four funding charities who have each pledged £40,000 (2014 - £42,000). At the time of this report a total of 13 (2014 - 16) vehicles have been funded from the 2015 allocation at a total cost of £174,884 (2014 - £208,430).

During 2015 the cumulative amount of grant funding spent under the project surpassed £1m, covering 91 replacement vehicles. This was marked by the handing over of an MPV to the Apostleship of the Sea in Tilbury at an event attended by all the funding and many of the recipient societies.

The programme is welcomed by all those involved as it provides a rationalised and efficient support service.

Port Levy or Contribution Project

The Board is working on behalf of the Apostleship of the Sea, Mission to Seafarers, Sailors' Society and Fishermen's Mission to establish new port levy, or contribution, schemes in UK ports. These are seen as increasingly essential sources of income needed to sustain port welfare services at a time when the traditional fundraising streams are declining. One major port authority is working in partnership with the Board and the local PWC to establish a levy scheme within the conservancy area. This scheme began raising funds on 1 January 2016 and is aimed at supporting all those charities working with serving seafarers locally. It is expected to be formally launched when the first grants from the fund are awarded later in the year. Whilst there are already several successful schemes in place this is a new template that can, hopefully, be replicated elsewhere.

Digital Inclusion Project

This pilot project has been funded via a grant from the Merchant Navy Fund to enable retired seafarers and sometimes their families, without any previous IT experience or skills, to receive a loan laptop or tablet with bespoke beginners' software. Whilst the project has been widely welcomed the trial, which commenced in the latter part of 2014, has been extended into 2016 to look at other options.

Watch Ashore Project

The Watch Ashore is a mutual support and social group of wives and partners of personnel from the Merchant Navy. In times gone by when the UK fleet was much bigger they had a large membership, often from among the wives of seafarers living in and around key ports. Nowadays seafarers' numbers are smaller and they and their families live in widely scattered locations. Nonetheless there remains great scope for continuing the original aims utilising, to a large extent, the medium of social media. During 2014/15 the Board has provided training sessions and support for a number of their members, who have used this to begin a successful recruiting campaign. In addition to increasing mutual support it is also able to refer those seeking help from the maritime charities. The project has been paid for via grants from the Merchant Navy Fund and Seafarers UK.

ISWAN's International Port Welfare Project (IPWP) Pilot Programme

In 2014 the International Seafarers Welfare & Assistance Network (ISWAN) commissioned the Board to undertake a pilot project on its behalf to establish national seafarers' welfare boards (NSWBs) and/or Port Welfare Committees (PWCs) in different regions of the world. The pilot project, which is due to conclude on 30th April 2016, was funded by ISWAN who received a grant, for this purpose, from the ITF Seafarers' Trust. The total funds received were £78,869 and these were placed into a restricted fund as detailed in note 16 of the financial statements. Additional staff costs were incurred in managing the project during 2015 and these have been charged to the restricted fund.

The Board was requested to undertake this project because it is recognised for its long experience in this role. The importance of establishing NSWBs and PWCs is enshrined within the ILO's Maritime Labour Convention (2006), which has already been ratified by numerous maritime states. The project has involved both the Board's Chief Executive and his Deputy visiting each location to act in an advisory capacity. At the time of this report port welfare committees have been successfully established in:

Antigua & Barbuda
Australia – Brisbane and Gladstone
Canada – South Ontario Ports
Mauritius – Port Louis
South Korea – Busan
Spain – Barcelona

In the first part of 2016 staff visited and helped establish new PWCs in:

Benin – Cotonou
Ghana – Tema

One further port – Rotterdam, Netherlands is expected to be included before the pilot project concludes.

By the end of the pilot project it is anticipated that there will be a total of 10 new PWCs firmly established in those ports

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At the time of this report there are currently expressions of interest from 57 countries and 127 ports. ISWAN is approaching potential funders for a grant to support a longer-term project, using the current format. Indications are that this is likely to be supported. Should the Board be appointed and funded to undertake this as a much longer term project, then it will put in place sufficient staff resources to undertake the work. The intended outcome would be to build a global network of NSWBs and PWCs which will do much to support and enhance the work of the front line port welfare providers. The enormous benefits to seafarers and their welfare support organisations globally is fully understood and supported by the Board's own Council. The Board would like to place on record its gratitude to Captain David Parsons, Chief Executive and Mr Peter Tomlin, Deputy Chief Executive who have undertaken extensive travel and considerable additional work on this project to ensure its success and also to Alastair Whitfield for his administrative support.

Additional International Support

In addition to this Captain Parsons, at the request of the Mission to Seafarers, visited Dubai in the UAE to evaluate their launch service to seafarers aboard vessels in the Fujairah anchorage. The report confirmed the value of the service and made recommendations for the future. This was welcomed by the society and whilst all travel costs were covered by the Mission, the Board agreed to cover the staff time costs as a token of goodwill. This was gratefully acknowledged.

PORT WELFARE COMMITTEES

Introduction

The sixteen PWCs are an essential and integral part of the Board's work. The contribution, made by members, allows the Board and its Constituents to better understand issues that affect seafarers locally, nationally and internationally. Their meetings also provide the Board with a platform to disseminate information considered of interest to members. The committees adhere to 'Terms of Reference' provided by the Board.

Fifteen PWCs cover the entire coastline of the United Kingdom with another in the Port of Gibraltar. Each committee comprises representatives of organisations concerned directly, or indirectly, with the welfare of seafarers visiting the ports, or those locally domiciled. Members are drawn from various backgrounds, including maritime charities, port authorities, port health authorities, maritime trade unions and ship owners (commonly represented by the shipping agents). Committees meet three times a year and one of these is combined with an AGM to confirm membership, and elect, or re-elect, the Chairman and Vice Chairman. In 2015 total PWC membership was 335 (2014 - 349). The overall membership continues to reflect the importance of these committees within their local maritime communities. There were 48 meetings and 16 AGMs (as in 2014).

Committees and Chair

<i>Committee</i>	<i>Chair</i>	<i>Committee</i>	<i>Chair</i>
Bristol	Mr G Strickland	North and East Scotland	Mr David Kenwright
Central and West Scotland	Mr S Bradley	Northern Ireland	Capt John Hood
East Anglia	Revd P Paine	North West (England)	Mr J Wilson
Gibraltar	Capt J Ferro MBE	South Wales	Mr E Watts
Haven (River Orwell)	Capt J Coleman	Southern (England)	Capt M Phipps
Humber	Revd Fr C Kelly	South West (England)	Mrs C Rankin
London and South East	Mr T Goacher	Tees Area	Capt J Drewitt
Milford Haven	Mr J Bowen	Tyne Area	Capt P Wynn

The Board would like to place on record its gratitude to those Chairmen who have retired since the last report:

Mr Neil Atkinson MNM, Southern PWC
Supt Murray Campbell OBE, North & East Scotland PWC
Capt Martyn Clark, Central & West Scotland PWC
Capt Trevor Wright, Northern Ireland PWC

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A very significant aspect of PWCs is that of enhancing local networking. Quite commonly, although all the members work and live in comparatively small areas, many do not encounter one another on a regular basis. Meetings offer an excellent opportunity for members to better network and understand each other's roles and responsibilities within the maritime community. This can be invaluable in times of crisis or even, for example, when trying to resolve access problems to a particular berth. The PWCs are asked to comment on all new local grant applications that are being made to any maritime grant making charity. Their comments and support can be invaluable to the potential funder, or funders. They will also be a key factor in assisting the Board in its evaluation of welfare provision in the ports. Their knowledge and experience will be invaluable in considering any project.

The Board uses meetings to share regular updates in issues affecting seafarers and the maritime welfare providers. At the same time members provide regular reports to meetings when the contents of these can sometimes have much wider implications. PWCs are increasingly proactive in looking at other issues affecting seafarers' welfare in their areas. This includes identifying any shortfalls in provision and looking at opportunities for needed support such as port levies or contributions. The Tees PWC has prepared a local strategy which is welcomed and some other committees are also looking at the value of this.

Port Welfare Committee grants to promote seafarers' welfare

Starting in 2013 and for a three year trial period, the Board set aside grants annually to enable PWCs to promote seafarers' welfare activities within their own areas. Committees have been encouraged to explore and suggest ways in which this can be achieved. In 2015 several committees organised awareness events in their local areas and these have been an opportunity to highlight the work of the local voluntary societies and the issues among seafarers. At the conclusion of the trial the Board refined the guidelines and it was agreed to reduce the sum available to each committee from £1,000 to £500 during the year, reflecting the actual amounts allocated over the trial.

The Board would like to record it thanks to all those PWC members who organised events using these grants.

Extending the PWC network

The Board remains open to reviewing the need for further PWCs. Whilst the current committees cover the entire UK coastline, these can be split up to cover smaller areas if deemed necessary. Consideration is being given as to whether there is a desire, locally, to establish PWCs in the Channel Islands and the Isle of Man or whether these can be included in mainland committees. The need for further committees will be kept under review.

The Board would like to place on record its gratitude for the commitment made by PWC Chairmen, Vice Chairmen, members and also the staff involved, Mrs Susan Newcombe and Miss Sharon Coveney. The members and staff, with their enthusiasm and commitment, continue to enhance the importance of the committees in their local maritime community.

BIENNIAL MEETING OF PWC REPRESENTATIVES 2015

The Board held a very successful biennial meeting for the Chairmen, Vice Chairmen and representatives at the Aztec Hotel, Bristol on the 1st and 2nd December. All PWCs were represented by one or more members. This was an opportunity for delegates to openly discuss the Board's strategy and make suggestions for the future. There was overall support for the current work programme and services provided by the Board and a number of useful proposals were put forward for the future. At the time of this report these are under positive consideration and if agreed by the Council will be added to the strategy.

MNWB Services to Seafarers' Welfare Award 2015

The Board announced three annual Awards for Services to Seafarers' Welfare in 2015 at the above meeting. These were:

- **Mr Drew Anderson:** Port Chaplain, Sailors' Society, Invergordon for his long term support of seafarers, including establishing and then running a seafarers' centre in the port for many years and also for supporting a crew of abandoned seafarers over a prolonged period earlier in the year.
- **Superintendent Keith Dickson:** Fishermen's Mission, Newlyn for long term support of fishermen and their families especially following the devastating effects of the winter gales on the Cornish fishermen.
- **Ms Diane Erskine:** Mission to Seafarers, South Shields for 25 years of exceptional service to visiting seafarers and the retired seafaring community in South Tyneside, in addition to managing the local Flying Angel centre including the staff and volunteers.

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GRANTS

Whilst the Board's priority is that of providing support services to its Constituents and Port Welfare Committees, its second priority is to provide capital grants. The amount available for this purpose is based on the overall return from the investment portfolio. In 2015 it agreed a total of £225,996 in capital grants (2014 - £250,360). The funds available for grants reflect the surplus income after revenue costs and services have been deducted. Before allocating grants Council reviews the quality of each application and the impact that this would have on the maritime community. In some cases it will endeavour to share a grant with other organisations. Under its Small Grants Programme the Board can allocate grants of up to £5,000 throughout the year, up to a total annual limit of £50,000.

In 2015, MNWB awarded grants of almost **£226,000** and as listed below:

Aberdeen Seafarers' Centre to refurbish two pool tables - **£600**

Annual National Seafarers' Service (St Paul's Cathedral) contribution - **£100**

Apostleship of the Sea, Seafarers's Centre Portsmouth – for re-carpeting - **£496**

Bristol Seafarers' Centre for refurbishment and a new computer - **£3,500**

Centres for Seafarers, Tilbury to convert part of the existing centre to allow a drop in area for seafarers open on a 24/7 basis - **£25,000**

Cohair Bharraigh – (centre for retired seafarers Isle of Barra) towards refurbishment of kitchen and dining area - **£5,000**

Liverpool Seafarers' Centre to provide a contribution towards a new drop-in centre in the port of Eastam on the Manchester Ship Canal - **£16,500**

Maritime Charities Group – MNWB annual contribution towards administrative costs in 2015 - £5,000 and for further research - £10,000 Total - **£15,000**

Merchant Navy Day Annual Service contribution - **£500**

Merchant Navy Medal Committee Annual contribution - **£100**

Mission to Seafarers, Grangemouth Centre, for redecoration and to provide new furniture - **£1,300**

Nautilus Welfare Fund, Mariners' Park to provide five new wet rooms in existing residential properties at a total of £15,000 and a new industrial washing machine for the care home at £4,500. Total approved - **£19,500**

Port Welfare Committees for local promotional purposes at up to £500 per committee - **£8,000**

Queen Victoria's Seamen's Rest, London contribution towards refurbishing emergency accommodation for seafarers - **£15,000**

Seafarer Support towards the costs of the referral service managed by MNWB on behalf of all maritime charities - **£10,000**

Shipwrecked Mariners Society annual contribution towards casework costs - **£15,000**

Sir Gabriel Woods Mariners Home, Greenock, towards refurbishment and redecoration of 14 rooms - **£50,400**

Vehicle Replacement Programme contribution towards the costs of collaborative project to replace port based welfare vehicles over 5 years old - **£40,000**

Total awarded £225,996 (2014 - £250,360)

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MERCHANT NAVY MEDAL COMMITTEE

The Board is responsible for the administration and management of the accounts for the Merchant Navy Medal Committee.

2015 Merchant Navy Medals were awarded to:

J.S. Agnew, Bosun, STENA ICEMAX (Stena Drilling Ltd) for services to the Merchant Navy and to the RMT Union in Scotland.

N.D. Atkinson, Principal Surveyor and Technical Performance Manager, Maritime and Coastguard Agency for services to the International Maritime Labour Convention and to the Southern Port Welfare Committee.

Capt. T.J. Bailey, FNI, Master, HEBRIDEAN PRINCESS (Hebridean Island Cruises) for services to safety on high-speed catamaran ferries and to the Nautical Institute.

Capt. N.A. Barningham, Master, ANVIL POINT (Foreland Shipping) for the rescue of 150 refugees from a vessel in distress, in force 8 conditions, Mediterranean Sea off Malta, 28th to 30th November, 2014.

E.J.N. Brookes TD for services to the UK Chamber of Shipping and to the Merchant Navy Ratings' Pension Fund. (*Honoris Causa*)

Capt. C. Chandler, Consultant, Company of Watermen and Lightermen of the River Thames for services to Merchant Navy training and to the Maritime Skills Alliance.

Capt. P. Compton, Master, PELICAN (Adventure Sail Ltd) for services to youth sail training and to the Weymouth branch of the Merchant Navy Association.

Sister Marian Davey, Port Chaplain for Apostleship of the Sea East Anglian Ports, for services to merchant seafarers and their dependents. (*Honoris Causa*)

G.C. Evans, Technician, Ships' Electronic Services Birkenhead for services to the certification of Electro-Technical Officers and to the maritime heritage on Merseyside.

Commodore I. Gibb, MBE for services to the cruise line sector and to the Royal Alfred Seafarers' Society and the Mission to Seafarers.

C. Macdonald, Coxwain, Solent Towage Ltd. for the rescue of crew member trapped in capsized tug ASTERIX off Fawley Refinery, Southampton Water, 30th March, 2015. (*Act of Courage Afloat*)

J.R. Matthews, lately Head, Fleetwood Nautical Campus, Blackpool and Flyde College for services to maritime training and to the safety of life at sea.

A.J. McPhail, RD*, VR, RNR, lately Director, Thomas Miller and Co. Ltd., for services to international maritime law. (*Honoris Causa*)

Capt. D.J. Ridgway, lately Chief Executive Officer, BP Shipping for services to tanker safety and to seafarer's welfare.

Capt. J.M. Rose, FNI, Director, J. Rose Associates Ltd., for services to the Trinity House Yeoman Scheme and to the detection of hazardous incidents at sea.

Captain R. Settle, RFA for services to the Royal Fleet Auxiliary Association and to Nautilus International.

Capt. J.P. Thompson, OBE, AFNI, RFA (Retd), Deputy Chairman, Royal Fleet Auxiliary Association for services to the welfare of seafarers.

A.J. Tinker, Steward, PRIDE OF BURGUNDY (P&O Ferries Dover) for services to the Channel Ferries sector and to the Dover and Deal Unit of the Sea Cadet Corps.

P. Wright, FNI, lately Principal Lecturer, Centre for International Shipping and Logistics, University of Plymouth for services to maritime training and to the Nautical Institute.

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The Patron of the Merchant Navy Medal Committee is Admiral The Right Honourable Lord West of Spithead GCB DSC ADC DUniv, the Chairman is Captain Matthew Easton and the Vice Chairman is Revd Michael Keulemans MNM, whilst the Board's Chief Executive acts as the Honorary Secretary. The Board is proud of its involvement and pleased to act as the administrator. One of the 2015 Awards was presented for an Act of Courage Afloat, whilst the remainder were for meritorious service. These were presented by Lord West on Monday 23rd November at a ceremony in Trinity House. For the reasons outlined below these will be the last such medals awarded. The Board and the Committee would like to extend its thanks to Trinity House who, each year, allow the ceremony to take place there and also sponsor the costs of the event via a generous grant.

At the 2015 investiture Shipping Minister Robert Goodwill MP announced a new State Award, to be known as the *Merchant Navy Medal for Meritorious Service* and which will have a formal place in the Order of Wear. Her Majesty The Queen graciously signed the Royal Warrant for this new Medal, the first of which will be presented in 2016 and replaces the prestigious Merchant Navy Medal, which has been awarded since 2005. The Committee has a wide range of expertise from across the maritime industry and has therefore been asked to continue in an advisory capacity. The Board will therefore continue to act in its administrative capacity.

Whilst the Department of Transport will ultimately be responsible for recommending awards to the Minister, it has welcomed the opportunity to consult closely with the Merchant Navy Medal Committee when processing nominations. Furthermore, whilst these can be sent directly to the Department, they have also agreed that the Committee can review, recommend and forward nominations to them. The Committee will therefore examine carefully each nomination and advise the nominator whether or not they meet the criteria and if further information is needed.

The MN Medal Committee greatly welcomes this announcement, which formally recognises the huge contribution that the men and women of the Merchant Navy and fishing fleets make to the skills, economy, trade and defence of the United Kingdom. It also paid particular tribute to all those who have been awarded the Merchant Navy Medal and emphasised that all holders of this award should justifiably feel equally proud of their achievement. It was the success of the medal that has paved the way for a State Award and this reflected the high quality of the recipients and the well-established selection process. The Board would like to place on record its own thanks to Admiral Lord West, Captain Easton and Revd Keulemans who have done a great deal to bring about this State Award.

The Board is responsible for the administration of the accounts. Income totalling £1,408 was received during 2015 (2014 - £3,468). A total of £5,815 (2014 - £6,481) was expended during the year. The overall restricted fund balance at the 2015 year-end was £16,853 (2014 - £21,260). Each member pays an annual subscription, currently £100, which is transferred to the Board's main account to assist in covering the administration costs. The fund will continue to be used towards the costs of promoting the State Award, meetings and the award ceremony.

THE ROYAL BRITISH LEGION FESTIVAL OF REMEMBRANCE

For several years the Board has funded the travel and hotel costs for veteran merchant seafarers, from various conflicts, plus a standard bearer, to represent the Merchant Navy at this important event. The Festival is seen as an opportunity to highlight, to the general public and armed services, the significance of the contribution made by the Merchant Navy and fishing fleets. At the 2015 event there was no opportunity for Merchant Navy veterans to take part, however the Board arranged for serving personnel and cadets, plus a standard bearer to participate.

FUTURE STRATEGY

Whilst much information about on-going efforts is contained within the main body of the report, the Board reviews the outcomes annually and at the same time its future strategy. The last major review of its future strategy was concluded on 5th February 2014, following an analysis of responses to questionnaires sent to Constituent and Port Welfare Committee members. The outcome of this review has allowed the Board to set its course for the next decade, although strategy will continue to be reviewed annually as before. At the end of 2015 the Board undertook an update review of its strategy and outcomes and these are listed below.

On-going projects

- Promote awareness of the maritime charity sector
- Support the Constituent members as appropriate
- Support and maintain the 16 Port Welfare Committees
- Review the need for additional Port Welfare Committees in UK and overseas Dependencies
- Monitor the impact of ILO's Maritime Labour Convention (2006)
- Provide training packages
- Manage and maintain the Vehicle Replacement Fund
- Publish, revise, reprint and distribute Port Information leaflets
- Maintain and update the Seafarer Support and Maritime Charities Welfare Guide
- Act as a clearing house for applications for help and arrange caseworker home visits to clients
- Support and encourage home visits by trained caseworkers
- Maintain the database – Register of Grant Recipients
- Publish a 'ready reference' survey of all charities making grants to individuals
- Manage all working groups and utilise these to begin preparing reports and recommendations pertaining to their particular sectors
- Provide evaluation and feasibility studies where appropriate
- Maintain, enhance and update regularly the findings of the UK Port Survey
- Continue to build upon the online database of port welfare provision (SWIMS)
- Manage a collaborative project to endeavour to secure improved funding from port levies, or other local sources, on behalf of those Constituents providing port based welfare
- Review with appropriate Constituents the changes in seafarers' communication needs and IT provision
- Review all jointly owned UK seafarers' centres
- Encourage the establishment of more port levy or contribution schemes
- Review access to welfare provision and charitable assistance to professional luxury yacht crews
- Maintain and enhance the role of the Working Groups to review existing provision and future needs
- Publish biennial reports on the progress of the Working Groups
- Organise biennial conferences for Constituent and PWC members on alternative years
- Continue partnership arrangement with Seafarers UK, to raise money for the Merchant Navy Fund
- Administer the Merchant Navy Medal Committee and funds
- Support the Watch Ashore to provide an on-line mutual support network for the wives and partners of MN seafarers
- Manage a digital inclusion project to enable retired seafarers and their families, without previous IT experience and skills, to receive a loan laptop or tablet with bespoke beginners' software
- Review the opportunities for charities to share 'back office' support
- Manage an international partnership project, on behalf of ISWAN to encourage, support and mentor the establishment of Seafarers; Welfare Boards and Port Welfare Committees around the world

It is important to emphasise that all the above projects are long-term and therefore none were completed during 2015. There were no new projects scheduled to commence in 2016 at the time of this report.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The trustees (who are also the directors of Merchant Navy Welfare Board for the purposes of company law) are responsible for preparing the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make 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 charitable company will continue in business.

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

In so far as the trustees are aware:

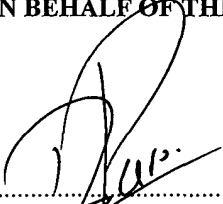
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

AUDITORS

As noted previously, the Board has dispensed with the requirement to hold an Annual General Meeting. The re-appointment of auditors will be decided annually at a council meeting.

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

ON BEHALF OF THE BOARD:



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Captain D. A. Parsons MNM MNI
Chief Executive
Date 9th March 2016

Report of the Independent Auditors to the Members of Merchant Navy Welfare Board

We have audited the financial statements of Merchant Navy Welfare Board for the year ended 31 December 2015 on pages twenty four to thirty six. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company'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 charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Statement of Trustees Responsibilities set out on page twenty one, 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.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Chairman's Report, the Chief Executive's Report and the Report of the Trustees to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2015 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

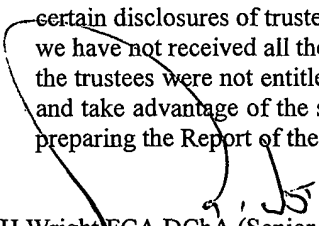
Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- 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 from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.


P E H Wright FCA DChA (Senior Statutory Auditor)
for and on behalf of Sheen Stickland
Chartered Accountants
Statutory Auditors
7 East Pallant
Chichester
West Sussex
PO19 1TR

Date: 9th March 2016

Merchant Navy Welfare Board

Statement of Financial Activities (Incorporating an Income and Expenditure Account) for the Year Ended 31 December 2015

	Notes	Unrestricted funds £	Restricted funds £	2015 Total funds £	2014 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	127,805	201,408	329,213	444,291
Investment income	3	316,309	-	316,309	287,668
Total		<u>444,114</u>	<u>201,408</u>	<u>645,522</u>	<u>731,959</u>
EXPENDITURE ON					
Raising funds	4	33,601	-	33,601	25,726
Charitable activities	5				
Support Services to Constituent Members		65,432	265,752	331,184	254,501
Grants to support the work of Constituent Members		225,996	-	225,996	250,360
Grants Unspent		(18,079)	-	(18,079)	(5,668)
Support to promote welfare activities		535,219	-	535,219	487,553
Total		<u>842,169</u>	<u>265,752</u>	<u>1,107,921</u>	<u>1,012,472</u>
Net gains on investments		<u>629,609</u>	-	<u>629,609</u>	<u>625,534</u>
NET INCOME/(EXPENDITURE)		231,554	(64,344)	167,210	345,021
RECONCILIATION OF FUNDS					
Total funds brought forward		13,969,021	356,208	14,325,229	13,980,208
TOTAL FUNDS CARRIED FORWARD		<u>14,200,575</u>	<u>291,864</u>	<u>14,492,439</u>	<u>14,325,229</u>

CONTINUING OPERATIONS

All income and expenditure has arisen from continuing activities.

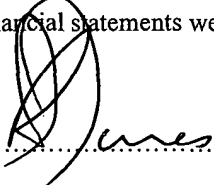
Merchant Navy Welfare Board

Balance Sheet At 31 December 2015


	Notes	Unrestricted funds £	Restricted funds £	2015 Total funds £	2014 Total funds £
FIXED ASSETS					
Tangible assets	11	5,995	-	5,995	10,437
Investments	12	<u>14,423,039</u>	<u>-</u>	<u>14,423,039</u>	<u>13,986,173</u>
		14,429,034	-	14,429,034	13,996,610
CURRENT ASSETS					
Debtors	13	10,680	40,000	50,680	21,714
Cash at bank and in hand		<u>11,295</u>	<u>251,864</u>	<u>263,159</u>	<u>501,565</u>
		21,975	291,864	313,839	523,279
CREDITORS					
Amounts falling due within one year	14	<u>(250,434)</u>	<u>-</u>	<u>(250,434)</u>	<u>(194,660)</u>
NET CURRENT ASSETS/(LIABILITIES)		<u>(228,459)</u>	<u>291,864</u>	<u>63,405</u>	<u>328,619</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>14,200,055</u>	<u>291,864</u>	<u>14,451,919</u>	<u>14,325,229</u>
NET ASSETS		<u>14,200,575</u>	<u>291,864</u>	<u>14,492,439</u>	<u>14,325,229</u>
FUNDS	16				
Unrestricted funds				14,200,575	13,969,021
Restricted funds				<u>291,864</u>	<u>356,208</u>
TOTAL FUNDS				<u>14,492,439</u>	<u>14,325,229</u>

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies.

The financial statements were approved by the Board of Trustees on 9th March 2016 and were signed on its behalf by:


.....

Mr R Jones – Chairman of the Council


.....

Mr G Lane – Member of the Council


.....

Captain D A Parsons – Chief Executive

The notes form part of these financial statements

Merchant Navy Welfare Board

**Cash Flow Statement
for the Year Ended 31 December 2015**

		2015 £	2014 £
Cash flows from operating activities:	Notes		
Cash generated from operations	1	<u>(743,082)</u>	<u>(516,236)</u>
Net cash provided by (used in) operating activities		<u>(743,082)</u>	<u>(516,236)</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		(4,376)	(2,376)
Purchase of fixed asset investments		(2,768,334)	(3,941,119)
Sale of fixed asset investments		2,961,077	4,302,540
Interest received		553	1,128
Dividends received		<u>315,756</u>	<u>286,540</u>
Net cash provided by (used in) investing activities		<u>504,676</u>	<u>646,713</u>
Change in cash and cash equivalents in the reporting period		(238,406)	130,477
Cash and cash equivalents at the beginning of the reporting period		<u>501,565</u>	<u>371,088</u>
Cash and cash equivalents at the end of the reporting period		<u><u>263,159</u></u>	<u><u>501,565</u></u>

The notes form part of these financial statements

Merchant Navy Welfare Board

**Notes to the Cash Flow Statement
for the Year Ended 31 December 2015**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2015 £	2014 £
Net income/(expenditure) for the reporting period (as per the statement of financial activities)	167,210	345,021
Adjustments for:		
Depreciation charges	8,818	8,600
Gain on investments	(629,609)	(625,534)
Interest received	(553)	(1,128)
Dividends received	(315,756)	(286,540)
Increase in debtors	(28,966)	(4,344)
Increase in creditors	<u>55,774</u>	<u>47,689</u>
Net cash provided by (used in) operating activities	<u>(743,082)</u>	<u>(516,236)</u>

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', the Charities Act 2011 and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Raising funds

Raising funds includes all expenditure incurred by the charity to raise funds for its charitable purposes and includes costs of all fundraising activities, events and non-charitable trading.

Allocation and apportionment of costs

Expenditure, which does not directly relate to grant making is analysed between charitable support costs, governance and costs of generating funds. Items, which involve more than one cost category are apportioned as appropriate to the cost categories involved.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 10% on cost
Computer equipment	- 33% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds

The general fund represents undesignated monies retained that provide the working capital, to enable the board to carry out its activities as a provider of services to seafarers. The council of management regularly reviews the level of income funds and the strategic needs of the Board.

Restricted funds

Restricted funds represent monies set aside for particular projects or purposes in accordance with the instructions of the donor.

Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the balance sheet date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

Pensions

The charity provides a stakeholder pension scheme for employees. The contributions are charged to the statement of financial activities as they fall due.

1. ACCOUNTING POLICIES - continued

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight-line basis over the period of the lease.

2. DONATIONS AND LEGACIES

	2015	2014
	£	£
Donations	981	790
Legacies	72,715	50,400
Grants	201,408	368,914
Miscellaneous income	<u>54,109</u>	<u>24,187</u>
	<u>329,213</u>	<u>444,291</u>

The Board has received notification of two legacies, however at 31 December 2015 both of these amounts are unable to be quantified as they are dependent on the sale of property. Therefore no provision has been made in these financial statements for any monies due.

3. INVESTMENT INCOME

	2015	2014
	£	£
Quoted UK and non-UK investments	315,756	286,540
UK portfolio cash	<u>553</u>	<u>1,128</u>
	<u>316,309</u>	<u>287,668</u>

4. RAISING FUNDS

Investment management costs

	2015	2014
	£	£
Portfolio management fees	<u>33,601</u>	<u>25,726</u>

Merchant Navy Welfare Board

Notes to the Financial Statements - continued for the Year Ended 31 December 2015

5. CHARITABLE ACTIVITIES - PROVISION OF WELFARE SERVICES

	2015 £	2014 £
Support services to Constituent members:		
Unrestricted expenditure:		
Caseworker costs	5,786	7,447
Training courses	34,792	27,064
Evaluation studies	-	299
Port welfare promotion	1,998	4,426
Merchant Navy Fund promotion contribution	2,065	7,442
Online Port Information Database	19,319	-
Digital Inclusion	1,472	-
	<u>65,432</u>	<u>46,678</u>
Restricted expenditure:		
Vehicle Replacement Fund	174,884	167,943
MN Medal Fund	5,815	6,481
Seafarer Support	28,022	-
Digital Inclusion Project	295	14,920
Watch Ashore Project	2,104	11,528
Emergency Grant Fund	200	150
IPWP Project	54,432	6,801
	<u>265,752</u>	<u>207,823</u>
Total costs of support services to Constituent members	331,184	254,501
Grants to support the work of Constituent members	225,996	250,360
Grants unspent	(18,079)	(5,668)
Support to promote welfare activities	535,219	487,553
	<u>1,074,320</u>	<u>986,746</u>

6. GRANTS PAYABLE

	2015 £	2014 £
Grants to support the work of Constituent members	<u>225,996</u>	<u>250,360</u>

A detailed analysis of grants payable to institutions can be found within the trustees report on page 18.

Merchant Navy Welfare Board

Notes to the Financial Statements - continued for the Year Ended 31 December 2015

7. SUPPORT COSTS – MANAGEMENT & GOVERNANCE

	Management £	Governance costs £	Total 2015 £	Total 2014 £
Support Services to Constituent members	188	-	188	716
Support to promote welfare activities	42,380	84,827	127,207	151,567
	<u>42,568</u>	<u>84,827</u>	<u>127,395</u>	<u>152,283</u>

	Management £	Governance costs £	Total 2015 £	Total 2014 £
Office running costs	21,449	-	21,449	29,310
Staff costs	6,801	-	6,801	7,797
Subscriptions and publications	5,500	-	5,500	4,985
MCFG/Nautilus recharges	-	-	-	25,085
Depreciation	8,818	-	8,818	8,600
Wages	-	27,857	27,857	24,115
Head office costs	-	25,351	25,351	21,439
Trustees' expenses	-	2,206	2,206	3,631
Trustees' meeting costs	-	1,099	1,099	1,077
Legal fees	-	4,434	4,434	2,563
Accountancy	-	16,880	16,880	16,681
Auditors' remuneration	-	7,000	7,000	7,000
	<u>42,568</u>	<u>84,827</u>	<u>127,395</u>	<u>152,283</u>

Wages costs are made up of an apportionment of 30% of the Chief Executive and his PA's salary and related costs. Head office costs are an apportionment of 30% of total head office costs incurred during the year.

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2015 £	2014 £
Auditors' remuneration	7,000	7,000
Depreciation - owned assets	<u>8,818</u>	<u>8,600</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2015 nor for the year ended 31 December 2014.

Trustees' expenses

Trustees' expenses were paid to four (2014: six) trustees during the year ended 31 December 2015 amounting to £2,206 (2014: £3,631).

10. STAFF COSTS

	2015	2014
	£	£
Wages and salaries	252,774	227,205
Social security costs	22,351	21,095
Other pension costs	<u>56,568</u>	<u>42,889</u>
	<u>331,693</u>	<u>291,189</u>

The average monthly number of employees during the year was as follows:

	2015	2014
Charitable and administration staff	<u>8</u>	<u>8</u>

There were no employees whose benefits (excluding employer pension costs) exceeded £60,000.

During 2015 additional staff costs were incurred in the managing of the IPWP project on behalf of ISWAN as detailed to the report of the trustees.

Merchant Navy Welfare Board

Notes to the Financial Statements - continued
for the Year Ended 31 December 2015

11. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 January 2015	9,048	42,878	51,926
Additions	-	4,376	4,376
At 31 December 2015	<u>9,048</u>	<u>47,254</u>	<u>56,302</u>
DEPRECIATION			
At 1 January 2015	5,236	36,253	41,489
Charge for year	<u>2,173</u>	<u>6,645</u>	<u>8,818</u>
At 31 December 2015	<u>7,409</u>	<u>42,898</u>	<u>50,307</u>
NET BOOK VALUE			
At 31 December 2015	<u>1,639</u>	<u>4,356</u>	<u>5,995</u>
At 31 December 2014	<u>3,812</u>	<u>6,625</u>	<u>10,437</u>

12. FIXED ASSET INVESTMENTS

	Listed investments £	Cash and settlements pending £	Totals £
MARKET VALUE			
At 1 January 2015	13,334,496	651,677	13,986,173
Additions	3,155,621	(387,287)	2,768,334
Disposals	(2,881,163)	-	(2,881,163)
Revaluations	<u>549,695</u>	<u>-</u>	<u>549,695</u>
At 31 December 2015	<u>14,158,649</u>	<u>264,390</u>	<u>14,423,039</u>
NET BOOK VALUE			
At 31 December 2015	<u>14,158,649</u>	<u>264,390</u>	<u>14,423,039</u>
At 31 December 2014	<u>13,334,496</u>	<u>651,677</u>	<u>13,986,173</u>
Historical cost			
At 31 December 2015	<u>11,868,859</u>	<u>264,390</u>	<u>12,133,249</u>
At 31 December 2014	<u>11,157,247</u>	<u>651,767</u>	<u>11,809,014</u>

12. **FIXED ASSET INVESTMENTS - continued**

Analysis of investments at 31 December 2015

	2015 £	2014 £
Listed investments		
UK quoted investments	6,873,343	6,439,535
Non UK quoted investments	<u>7,285,306</u>	<u>6,894,961</u>
	14,158,649	13,334,496
UK cash held as part of portfolio	<u>264,390</u>	<u>651,677</u>
	<u>14,423,039</u>	<u>13,986,173</u>

Investments that are material in the context of the portfolio are as follows

	2015 £
CF Milton UK Multi CAP Income B Inc	<u>780,115</u>

No investments were held at the year end that relate to restricted funds.

13. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2015 £	2014 £
Other debtors	-	11,115
Prepayments and accrued income	<u>50,680</u>	<u>10,599</u>
	<u>50,680</u>	<u>21,714</u>

14. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2015 £	2014 £
Trade creditors	7,675	13,507
Social security and other taxes	5,938	6,245
Other creditors	4,026	4,249
Accruals and deferred income	42,495	16,361
Grants payable	<u>190,300</u>	<u>154,298</u>
	<u>250,434</u>	<u>194,660</u>

15. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed to be paid within one year:

	Land and buildings		Other operating leases	
	2015	2014	2015	2014
	£	£	£	£
Expiring:				
Between one and five years	-	-	3,781	6,929
In more than five years	<u>27,000</u>	<u>17,000</u>	-	-
	<u>27,000</u>	<u>17,000</u>	<u>3,781</u>	<u>6,929</u>

16. MOVEMENT IN FUNDS

	At 1.1.15	Net movement in funds	At 31.12.15
	£	£	£
Unrestricted funds			
General fund	13,969,021	231,554	14,200,575
Restricted funds			
MCFG Vehicle Replacement Programme	255,852	(14,884)	240,968
MN Medal Fund	21,260	(4,407)	16,853
IPWP Project	72,068	(54,432)	17,636
Watch Ashore Project	4,972	(2,104)	2,868
Digital Inclusion Project	1,206	(295)	911
Emergency Grant Fund	850	(200)	650
Seafarers Support	-	11,978	11,978
	<u>356,208</u>	<u>(64,344)</u>	<u>291,864</u>
TOTAL FUNDS	<u>14,325,229</u>	<u>167,210</u>	<u>14,492,439</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	444,114	(842,169)	629,609	231,554
Restricted funds				
MCFG Vehicle Replacement Programme	160,000	(174,884)	-	(14,884)
MN Medal Fund	1,408	(5,815)	-	(4,407)
IPWP Project	-	(54,432)	-	(54,432)
Watch Ashore Project	-	(2,104)	-	(2,104)
Digital Inclusion Project	-	(295)	-	(295)
Emergency Grant Fund	-	(200)	-	(200)
Seafarers Support	<u>40,000</u>	<u>(28,022)</u>	-	<u>11,978</u>
	<u>201,408</u>	<u>(265,752)</u>	-	<u>(64,344)</u>
TOTAL FUNDS	<u>645,522</u>	<u>(1,107,921)</u>	<u>629,609</u>	<u>167,210</u>

The restricted funds noted above and their uses are described in the Report of the Trustees.

17. RELATED PARTY DISCLOSURES

There are a number of constituent charities where there are common trustees with the Board and transactions take place during the year on an arms length basis. Details of these transactions are disclosed in the Report of the Trustees.

18. PENSIONS

Contributions made to the employees stakeholder pension schemes amounted to £56,568 (2014: £42,889).

At the balance sheet date contributions of £4,026 (2014: £4,249) were outstanding.

19. COMPANY LIMITED BY GUARANTEE

The company is limited by guarantee and accordingly does not have share capital.