**Registered Charity Number 262107** 

The George A Moore Foundation
Annual report
for the year ended 5 April 2010

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# Annual report for the year ended 5 April 2010

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## Trustees and directors and advisors for the year ended 5 April 2010

### Trustees and directors

G A Moore

Mrs E Moore

J R Moore

P D Turner

## **Chief Administrator**

Mrs A L James

## Secretary and registered office

S W Barber

Mitre House

North Park Road

**HARROGATE** 

HG1 5RX

## Independent auditors

PKF (UK) LLP

Pannell House

6 Queen Street

**LEEDS** 

LS1 2TW

### **Solicitors**

Wrigleys

19 Cookridge Street

**LEEDS** 

LS2 3AG

## Bankers

Barclays Bank PLC

Harrogate Branch

25 James Street

**HARROGATE** 

HG1 1QX

## Trustees' and directors' report for the year ended 5 April 2010

The trustees, who are also the directors of the company which is a registered charity, present their report and the audited financial statements for the year ended 5 April 2010. The financial statements comply with current statutory requirements, applicable Accounting Standards in the United Kingdom and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued by the Charity Commission for England & Wales, effective April 2005 (revised May 2008)

### Objectives and activities

The George A Moore Foundation ("the Charity") is an unlimited company and registered charity, and was incorporated on 14 October 1970. The Charity is governed by its memorandum and articles of association

The objectives of the Charity are to apply its income to charitable purposes and to assist and promote established charities. This is done by providing donations to other charities and organisations. The Charity consists of one general fund (unrestricted) and one expendable endowment fund

In setting the Charity's objectives and planning its activities, the trustees have given careful consideration to the Charity Commission's general guidance on public benefit

#### Grant making policy

As in previous years, the Charity continues to receive a large number of grant applications. The requests are reviewed at approximately three monthly intervals, prior to a trustees' meeting, when a shortlist of possible grants is considered. The majority of requests are unsolicited and all appeals are acknowledged, whatever their outcome

The trustees have indicated their wish that donations should be restricted, for the main part, to the geographical areas of Yorkshire and the Isle of Man. The reason for the restriction is that this was the wish of the founder of the Charity who provided the expendable endowment funds. The restriction is due to the locations in which the founder lives or previously lived and therefore he wanted to give something back to these communities.

During the year the Charity made around 50 grants ranging in value up to £35,000 to organisations of various sizes. This shows the significant number of charities and organisations assisted and therefore the public benefit that is being achieved as a result of the existence of this Charity. For most significant grants provided, greater than £5,000, the Chief Administrator will hold a meeting with the applicant to determine how the funds will be used to ensure that ultimately the users of the organisation benefit from the grant and to prevent mismanagement of funds by the applicant

# Trustees' and directors' report for the year ended 5 April 2010 (continued)

### Review of business and future developments

The statement of financial activities for the year is set out on page 8

As forecast last year, the Charity's income has materially fallen due to general market conditions and specific issues with some of the investments. Therefore, grants payable have been reduced while the Charity consolidates its financial position. The trustees expect donations to remain at their current level during the forthcoming year.

At 5 April 2010 the net assets of the Charity, including quoted assets at market value, were £5,638,838 (2009 £5,376,804) representing an increase of £262,034 during the year under review. The trustees are satisfied that there are adequate assets available to fulfil the obligations of the Charity

#### Organisation

There are 6 employees of the Charity (2009 6)

#### Reserves policy

The trustees note the guidance issued by the Charity Commission and the duty of the trustees to apply charitable funds within a reasonable time of receiving them

Unrestricted funds are considered necessary by the trustees to

- (a) provide funds that can be designated to specific projects to enable those projects to be undertaken at short notice,
- (b) increase the Charity's reserves to enable it to provide larger grants to important projects as and when they are agreed,
- (c) provide reserves to cover any shortfall in the value of expendable endowments arising from fluctuating markets, varying interest rates and other economic conditions, and
- (d) cover administration, fundraising and support costs without which the Charity could not function

To this end the trustees prudently calculate the unrestricted reserves to be a value sufficient to

- (a) provide a pool to cover the anticipated repair, maintenance and replacement costs of the Charity's fixed assets over a twelve month period,
- (b) provide a pool equal to not less than the charitable expenditure over the last two years from which funds can be designated to specific causes,
- (c) provide a pool to cover any diminution in the value of the expendable endowment arising from fluctuating markets, varying interest rates and other economic conditions that may be added to the expendable endowment, and
- (d) cover the administration, fundraising and support costs for a twelve month period

The level of reserves and this reserves policy are monitored and reviewed by the trustees annually at a meeting of the trustees to ensure that they are adequate to fulfil the Charity's continuing obligations

# Trustees' and directors' report for the year ended 5 April 2010 (continued)

#### **Trustees and Directors**

The trustees, who are also the directors of the Charity, are listed on page 1. Directors are appointed by the existing directors at their discretion as circumstances dictate

#### Trustee training

The trustees have been in place for a number of years and therefore no specific training has taken place However, following the changes as a result of the implementation of the Charities Act 2006 the trustees have used publications and discussions with their various advisors to increase their awareness

#### Taxation status

The Charity is a registered charity and as its activities are entirely for charitable purposes, it is not liable to corporation tax

#### Investment policy

The trustees review the investments held on an annual basis and if necessary obtain advice from financial advisors. The trustees' policy on investments is to obtain sufficient incoming resources to cover the Charity's overheads and to enable the Charity to continue providing a minimum level of grants. The trustees are satisfied with the incoming resources and increase in the value of investments in the current economic climate.

#### Charitable contributions

The contributions made by the Charity during the year for charitable purposes totalled £149,274 (2009 £467,533)

#### Risk management

The trustees have examined the major business risks that the Charity might face and confirm that the necessary systems are in place to lessen these risks

#### Provision of information to auditors

Each of the persons who are trustees at the time when this trustees' and directors' report is approved has confirmed that

- so far as that trustee is aware, there is no relevant audit information of which the company's auditors are unaware, and
- that trustee has taken all the steps that ought to have been taken as a trustee and director in order to be aware of any information needed by the company's auditors in connection with preparing their report and to establish that the company's auditors are aware of that information

In preparing this report the trustees have taken advantage of the small companies exemption provided by s415A of the Companies Act 2006

This report was approved by the board on 16 December 2010 and signed on its behalf

S W Barber

Sw Bober

Secretary

## Statement of trustees' responsibilities

The trustees are responsible for preparing the trustees' and directors' report and 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 that give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the net income or expenditure, of the charity for the year. In preparing those financial statements the trustees are required to

- · select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgments and estimates that are reasonable and prudent, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

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

The trustees are responsible for the maintenance and integrity of the financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements and other information included in annual reports may differ from legislation in other jurisdictions.

# Independent auditors' report to the members of The George A Moore Foundation

We have audited the financial statements of The George A Moore Foundation for the year ended 5 April 2010 which comprise the statement of financial activities (incorporating an income and expenditure account), the balance sheet and the related notes. The financial statements have been prepared under the accounting policies set out therein

This report is made solely to the charity's members as a body, in accordance with Chapter 3 of part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an 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 charity and the charity'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

The responsibilities of the trustees (who are also the directors of the company for the purposes of company law) for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom accounting standards ('United Kingdom Generally Accepted Accounting Practice') and for being satisfied that the financial statements give a true and fair view are set out in the statement of trustees' responsibilities

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland)

We report to you our opinion as to whether the financial statements give a true and fair view, have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, and have been prepared in accordance with the Companies Act 2006. We also report to you whether in our opinion the information given in the trustees' and directors' report is consistent with those financial statements.

In addition we report to you if, in our opinion, the charity has not kept adequate accounting records, if the charity's financial statements are not in agreement with those accounting records, if we have not received all the information and explanations we require for our audit or if certain disclosures of trustees' remuneration specified by law are not made

We read the trustees' and directors' report and consider the implications for our report if we become aware of any apparent misstatements within it

# Independent auditors' report to the members of The George A Moore Foundation (continued)

### Basis of audit opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed

We planned and performed our audit so as to obtain all the information and explanations we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

#### Opinion

#### In our opinion

- the financial statements give a true and fair view of the state of the charity's affairs as at 5 April 2010
  and of its incoming resources and application of resources, including its income and expenditure, for
  the year then ended,
- the financial statements have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice,
- the financial statements have been prepared in accordance with the Companies Act 2006, and
- · the information given in the trustees' and directors' report is consistent with the financial statements

PKF (UK) LLP

Linda Cooper

Senior statutory auditor

For and on behalf of PKF (UK) LLP, Statutory auditors Leeds, UK

22 DECEMBER 2010

# Statement of financial activities (incorporating an Income and Expenditure Account) for the year ended 5 April 2010

	Note	Unrestricted funds	Expendable endowment	Total	
		2010	2010	2010	2009
		£	£	£	£
Incoming resources from generated funds					
Bank and money market interest		59,576		59,576	80,102
Interest from investments		171,719	-	171,719	333,514
Dividends		28,068	-	28,068	72,976
Donations received		1,284	-	1,284	1,046
Total incoming resources		260,647	-	260,647	487,638
Resources expended					
Charitable activities					
- grants payable		(149,274)	-	(149,274)	(467,533)
- support costs		(86,348)	-	(86,348)	(85,047)
Governance		(16,652)	-	(16,652)	(6,779)
Resources expended		(252,274)	-	(252,274)	(559,359)
Net income/(expenditure) and resources for the year		8,373	-	8,373	(71,721)
Other recognised gains and losses					
Realised loss on investment assets	6	-	(34,700)	(34,700)	(100,195)
Unrealised gain/(loss) on investment assets	6	89,092	199,269	288,361	(1,894,865)
Retained surplus/(deficit) for the	3	97,465	164,569	262,034	(2,066,781)
year					
Fund balances brought forward at 5 April 2009		2,651,001	2,725,803	5,376,804	7,443,585
Fund balances carried forward at 5 April 2010	•	2,748,466	2,890,372	5,638,838	5,376,804

All of the results above are generated from continuing operations. The deficit for the year for Companies Act purposes comprises the net incoming (outgoing) resources for the year and the realised loss on investments and was £26,327 (2009 £171,916)

The Charity has no recognised gains and losses other than those included in the results above and therefore no separate statement of total recognised gains and losses has been presented

# Balance sheet as at 5 April 2010

## Registered number 991764

	Note	2010	2009
		£	£
Fixed assets			
Tangible assets	5	977	76
Investments	6	3,515,523	1,765,365
		3,516,500	1,765,441
Current assets			
Debtors	7	91,922	121,297
Investments	8	106,303	1,737,694
Cash at bank and in hand		2,002,532	1,997,804
	<del></del>	2,200,757	3,856,795
Creditors: amounts falling due within one year	9	(78,419)	(245,432)
Net current assets		2,122,338	3,611,363
Net assets		5,638,838	5,376,804
Represented by:			
Unrestricted funds	10	2,748,466	2,651,001
Expendable endowment	10	2,890,372	2,725,803
Total funds		5,638,838	5,376,804

The financial statements were approved and authorised for issue by the board of trustees and were signed on its behalf on 16 December 2010

P D Turner

Trustee

## **Accounting policies**

#### Basis of preparation

The financial statements have been prepared in accordance with the Companies Act 2006 and under the historical cost convention, with the exception of investments which are included at market value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" effective April 2005 (revised May 2008), the Charities Act, and applicable accounting standards

#### **Fund Accounting**

Unrestricted funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects

Endowment funds represent those assets which must be held permanently by the Charity Investment income is allocated as unrestricted

#### Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. The cost of fixed assets is their purchase cost, together with any incidental expenses of acquisition. Depreciation is calculated so as to write off the cost of tangible fixed assets on a straight line basis over the expected useful economic lives of the assets concerned. The principal annual rates used for this purpose are

%

	, •
Furniture and equipment	10 – 33 1/3
Computer equipment	33 1/3
Computer software	50

Assets held by the Charity are for charitable use

#### Investments

Listed investments are stated at market value, taken as the average of the bid and offer price at the balance sheet date. Unrealised gains and losses are accounted for in the statement of financial activities.

Historical artefacts are stated at cost less provision for impairment

Current asset investments are stated at cost less provision for impairment

### Investment income

Income from investments is accounted for as it is earned

### Voluntary income

Donations, legacies and other forms of voluntary income are credited to the statement of financial activities as they are received

## Accounting policies (continued)

### Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis

#### Governance costs

Governance costs include expenditure on administration of the Charity and compliance with constitutional and statutory requirements, including audit and legal fees

#### Support Costs

Support costs for the running of the Charity's activities include staff costs and establishment costs

### **Grant Policy**

Grants payable are payments made to third parties in the furtherance of the charitable objectives of the Charity The grants are accounted for where either the trustees have agreed to pay the grant without condition and the recipient has a reasonable expectation that they will receive a grant, or any condition attaching to the grant is outside the control of the Trust

#### Cash flow statement

The Charity is exempt from preparing a cash flow statement under FRS1 because it is a small company as defined by the Companies  $Act\ 2006$ 

## Notes to the financial statements for the year ended 5 April 2010

## 1 Directors' emoluments

There were no emoluments receivable by the trustees and directors in the year (2009 £nil)

During the year emoluments of £51,100 (2009 £51,100) were paid to A L James, the daughter of G A Moore and E Moore and the sister of J R Moore, trustees, in respect of services obtained in her role as Chief Administrator The remuneration level is reviewed annually by using comparisons against similar roles in the charities sector

Out of pocket expenses were reimbursed to trustees as follows

	2010	2009	2010	2009
	Number	Number	£	£_
Transport, hotel and mobile telephone costs	2	2	1,469	1,531

## 2 Employee information

The average weekly number of persons, including trustees, employed by the Charity during the year, all of whom are involved in support services, was 6 (2009 6)

Employment costs of all employees including executive directors and trustees were

	2010	2009
	£	£
Wages and salaries	63,105	62,701
Social security costs	6,615	6,383
	69,720	69,084

None of the employees received emoluments in excess of £60,000 as defined for tax purposes in the year (2009 none)

# Notes to the financial statements for the year ended 5 April 2010 (continued)

## 3 Retained surplus/(deficit) for the year

	2010	2009
	£	£
The surplus/(deficit) for the year is stated after charging:		
Depreciation of tangible fixed assets	168	54
Auditors' remuneration for audit services	4,905	4,600

## 4 Taxation

The Charity is a registered charity and, as its activities are entirely for charitable purposes, it is not liable to corporation tax

## 5 Tangible fixed assets

	Furniture and other equipment
Cost	£
At 6 April 2009	38,361
Additions in year	1,069
At 5 April 2010	39,430
Depreciation	
At 6 April 2009	38,285
Charge for the year	168
At 5 April 2010	38,453
Net book amounts at 5 April 2010	977
Net book amounts at 6 April 2009	76

# Notes to the financial statements for the year ended 5 April 2010 (continued)

## 6 Fixed asset investments

	2010	2009
	£	£
Historic artefacts	8,000	8,000
Listed investments	3,507,523	1,757,365
	3,515,523	1,765,365

The historic artefact comprises a scale model of HMS Illustrious

The movements in listed fixed asset investments during the year were as follows

	Market value at 6 April 2009	Purchases at cost	Sale proceeds	Loss on sale and change in market value	Market value at 5 April 2010
	£	£	£	£	£
Retained investments	1,532,965	1,685,258	-	288,361	3,506,584
Investments sold	224,400	-	(189,700)	(34,700)	-
Listed investments	1,757,365	1,685,258	(189,700)	253,661	3,506,584
Cash investment	-	939		-	939
Total investments	1,757,365	1,686,197	(189,700)	253,661	3,507,523

Listed investments are quoted on The London Stock Exchange and are stated at market value, taken as the average of the bid and offer prices at the balance sheet date. The cost of these investments was £3,025,837 (2009 £2,553,725). They comprise thirteen investments of which the three largest are LBG Capital 16 125% MTN 2024 held at a valuation of £854,000, Rothschilds 9% PSG notes held at £516,000, and Co-Operative Bank 13% PSB held at £305,000. Other listed investments include British Government Treasury Stock, corporate bonds and managed funds.

# Notes to the financial statements for the year ended 5 April 2010 (continued)

## 7 Debtors

	2010	2009
	£	£
Amounts falling due within one year		
Accrued investment income	91,734	119,006
Prepayments and accrued income	188	2,291
	91,922	121,297

## 8 Current asset investments

	2010	2009	
	£	£	
Unlisted investment	106,303	1,737,694	

The current asset investment relates to monies invested in Boston Cash Limited, an exempt international collective investment scheme

## 9 Creditors: amounts falling due within one year

	2010	2009
	£	£
Accruals	76,505	245,432
Other tax and social security	1,914	-
	78,419	245,432

# Notes to the financial statements for the year ended 5 April 2010 (continued)

## 10 Statement of funds

	At 5 April 2009	<del>-</del>		Investment valuation change	At 5 April 2010
	£	£	£	£	£
Unrestricted fund	2,651,001	260,647	(252,274)	89,092	2,748,466
Expendable endowment	2,725,803	-	(34,700)	199,269	2,890,372
Total	5,376,804	260,647	(286,974)	288,361	5,638,838

The unrestricted fund represents free funds that are not designated for any particular purpose

The expendable endowment fund represents those assets, principally investments, which must be held permanently by the Charity Income arising from the endowment fund can be used in accordance with the objects of the Charity and is included as unrestricted income. Any realised or unrealised gains or losses arising on an investment form part of the fund which holds that investment

## 11 Analysis of the net assets between funds

The net assets are held for the various funds as follows

	Tangible Assets	Investments	Net current assets	2010 Total	2009 Total
	£	£	£	£	£
Unrestricted funds	977	968,736	1,778,753	2,748,466	2,651,001
Expendable endowment	_	2,546,787	343,585	2,890,372	2,725,803
Total	977	3,515,523	2,122,338	5,638,838	5,376,804

# Notes to the financial statements for the year ended 5 April 2010 (continued)

## 12 Related party transactions

In the year ended 5 April 2010, the Charity entered into the following transactions with companies with at least one common director / trustee as follows,

The Charity paid £13,086 (2009 £6,458) to Moores Management & Finance Limited for all establishment costs (rent, service charge, electricity, rates) and the balance due by the Charity at 5 April 2010 was £308 (2009 prepaid £1,497)

The Charity invested funds in Boston Cash Limited during the year, from which company dividends amounting to £3,390 (2009 £62,039) were received. The balance invested at the year end amounted to £106,303 (2009 £1,737,694)

The Charity made donations of £28,000 (2009 £11,000) to Boston Charitable Foundation, a charity of which G A Moore, E Moore and J R Moore are trustees

The above transactions were carried out on an arms' length basis