

THE CAMELLIA FOUNDATION
(A company limited by guarantee)

REPORTS AND ACCOUNTS

FOR THE PERIOD
8 NOVEMBER 2011 TO 30 JUNE 2012

Registered Charity No 1145679
Company No 07839372



THE CAMELLIA FOUNDATION

REFERENCE AND ADMINISTRATIVE DETAILS

Charity name and number	The Camellia Foundation Registered charity number 1145679 Company number 07839372
Registered office and main address	5 Hobart Place London SW1W 0HU
Trustees/Directors	The Trustees, who are also the charitable company's Directors, are as follows - S C Buckland Ms M A Knight D A Reeves Dr T Y Takla S C Turner
Independent Examiner	Stephen Farrant FCA Day, Smith & Hunter Chartered Accountants Globe House Eclipse Park Sittingbourne Road Maidstone Kent ME14 3EN
Bankers	Duncan Lawrie Limited 1 Hobart Place London SW1W 0HU

THE CAMELLIA FOUNDATION

REPORT OF THE TRUSTEES

For the period ended 30 June 2012

This report covers the first financial period of operation of the Charity (8 November 2011 to 30 June 2012) and gives an indication of developments up until January 2013

Objects and Charity Trustees

The Charity was incorporated on 8 November 2011 with company registration number 07839372 and registered with The Charity Commission in January 2012 with charity registration number 1145679. Its registered address is as set out on page 1. The Charity's purposes are as follows:

- 1 To prevent and relieve poverty, financial hardship and sickness of both able-bodied and disabled people for the public benefit, especially those in developing countries and those of Tibetan origin, by providing or assisting with the provision of education, training, healthcare, projects, and all the necessary support designed to enable individuals to be self-sufficient (where possible) and to live fulfilling lives
- 2 To promote for the public benefit the education of people, especially those in developing countries and those of Tibetan origin, including the funding of educational facilities and their staff, making grants, loans and bursaries, and providing, or assisting with the provision of, opportunities and benefits incidental to such education
- 3 To promote for the public benefit the education of people, especially those of Tibetan origin, in the culture and way of life of Tibetan people, and to preserve and promote all aspects thereof
- 4 To promote religious harmony for the public benefit by encouraging or assisting with the encouragement of the development of knowledge, mutual understanding and respect for the beliefs and practices of different religious faiths
- 5 To promote the conservation, protection and improvement of the physical and natural environment, especially in developing countries, for the public benefit, including by providing, or assisting with the provision of, education and any other project

As at the date of this report the following are Charity Trustees:

Stephen Buckland	<i>(appointed 8 November 2011)</i>
Margaret Knight	<i>(appointed 8 November 2011)</i>
David Reeves	<i>(appointed 8 November 2011)</i>
Tenzin Takla	<i>(appointed 13 January 2012)</i>
Simon Turner	<i>(appointed 28 January 2013)</i>

Matthew Haisley also served briefly as a Charity Trustee. He was appointed on 13 January 2012 and resigned on 12 February 2012.

Organisation and governance

The Charity is a company limited by guarantee, governed by articles of association and regulated by both companies and charity legislation.

In the event of the dissolution of The Camellia Foundation any remaining net assets of the Charity shall be applied or transferred in any of the following ways:

- a) directly for the charitable objects, or
- b) by transfer to any Charity or Charities for purposes similar to the objects, or
- c) to any Charity or Charities for use for particular purposes that fall within the objects

Under the articles of association, applications for statutory membership of the Charity are considered by the Board of Directors, and either the Directors or the members may appoint Directors (who must also be members of the Charity).

THE CAMELLIA FOUNDATION

REPORT OF THE TRUSTEES

For the period ended 30 June 2012
(continued)

Organisation and governance (continued)

At 30 June 2012 there were 4 statutory members and 1 former statutory member each of whom had a personal liability not exceeding £10 in the event of the charitable company being wound up while they are members or within a year thereafter

The Board of Directors meets at least on a quarterly basis, and there are two committees of the Board, a donations committee and an audit committee, which meet as and when appropriate to fulfil their functions

In the relevant period, Simon Turner was the Chief Executive, and was subsequently appointed Trustee and Managing Director following receipt of the Charity Commission's consent and after due consideration by the Board. There are appropriate provisions in the articles of association dealing with the avoidance of conflicts of interest, and a majority of the Board acts in a non-executive capacity and receive no financial benefit from the Charity.

Our principal activities

Our primary goal is to develop relationships which exist through our Directors/Trustees, and identify and build new relationships with established organisations which allocate funding in the areas to which our objects relate. Where we believe that these organisations share one or more of our purposes, and are efficient in their use of resources, we will consider providing them with funding. Another key objective is the direct funding of projects which fall within our objects. We anticipate, as a grant-making body, receiving requests to provide such funding as part of a broad request for donations. Thirdly, we envisage funding individuals directly where their activities fall within our objects. Developing and maintaining strong links with individuals who are engaged with activities relating to our purposes is likely to provide mutual benefits as our work progresses.

Our achievements in the financial period to 30 June 2012

In the financial period to 30 June 2012 (we began making donations in March 2012) we provided funding totalling £156,306. The majority of this funding was in the educational sphere, funding an organisation constructing new buildings at a school for Special Education in Siliguri, Bengal, and assisting another charity with construction costs of another school in Shey, Ladakh. The balance of donations was made with the object of preserving Tibetan culture and promoting religious harmony by encouraging knowledge of the practices of different religious faiths. The beneficiaries in this period were principally those already known to our Directors, and (as described above) our intention is to continue developing those existing relationships as well as cultivating new opportunities.

This was also a period of administrative development for management (assisted by an Administrator for one day a week), as policies and procedures, and methods of working, were built up, discussed with the Board, and refined. In addition, we set up banking arrangements, insurance, IT and organised all regulatory relationships in this period, as well as entering into a lease for our office.

Our achievements in the period 1 July 2012 to 31 January 2013

Following this initial period of development we built up some new relationships, particularly with an organisation which promotes inter-faith (and societal) harmony in London, a charity which works with troubled children in Kent and an organisation seeking to increase capacity for the prevention of deafness (through ENT treatment) in Malawi. Funding in this period totalled £323,724. Approximately three quarters of this amount was donated for educational purposes, including donations to organisations involved in the construction and/or repair of three schools, educational grants and loans for individuals, assistance given to an organisation educating children and adults in ethical living, funding an organisation which runs a school in Delhi teaching English to Burmese refugees and supporting a charity which operates a school for disabled children in Kenya. In line with our object to relieve poverty by supporting healthcare initiatives, funds were also provided for prevention of disability projects in Malawi and Bangladesh. We also continued funding projects which support the preservation of Tibetan culture and expanded our work in the area of promoting religious harmony.

THE CAMELLIA FOUNDATION

REPORT OF THE TRUSTEES

For the period ended 30 June 2012
(continued)

Future developments

We anticipate making more contacts with organisations in the fields which are covered by our objects and, where possible, will begin to develop initiatives which we can either deliver by ourselves, or encourage others to deliver. There is a great deal of potential for making small amounts go a long way, and we hope to join with efficient, well-run organisations to make a beneficial impact in our local and global community.

Financial overview

During the period under review, the Charity relied on a principal donor for its income, although it also received donations from other sources.

Thanks go to our principal donor, and particularly to our Charity Trustees, whose time and talents remain crucial to the Charity's continuing work.

The financial results of the Charity are set out on pages 6 to 11.

Incoming resources for the period amounted to £330,451, including £3,075 for restricted purposes.

Resources expended during the period totalled £255,248, including the Charitable grant payments of £156,306 outlined above. The recipients of the grant payments are set out at Note 4.

Net incoming resources for the period and total funds at 30 June 2012 therefore amounted to £75,203 (unrestricted £72,128, restricted funds £3,075).

Public benefit

The Trustees confirm that they have complied with the Charity Commission's general guidance on public benefit.

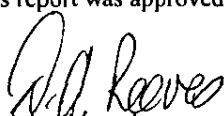
Reserves policy and risk management

The financial policy is decided by the Trustees in regular meetings so that funds can be distributed in accordance with the articles of association. The current reserves policy is to retain sufficient unrestricted funds to meet the Charity's operating costs for at least a three month period. At 30 June 2012, these costs were estimated at £95,000. Whilst the closing unrestricted reserves of £72,128 fell short of this target, the Trustees are satisfied that by regular monitoring and control, the target is achievable and the Charity remains able to provide for future needs of its beneficiaries.

The Trustees have reviewed the major risks to which the Charity is exposed and systems have been established to mitigate those risks. All grants have to be notified to, and those above £5,000 approved by, all Trustees.

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

This report was approved by the board on 21 March 2013 and signed on its behalf



D A REEVES
TRUSTEE/DIRECTOR

INDEPENDENT EXAMINER'S REPORT TO THE STATUTORY MEMBERS OF
THE CAMELLIA FOUNDATION

I report on the accounts of the Charity for the period ended 30 June 2012, which are set out on pages 6 to 11

Respective responsibilities of the Trustees/Directors and Examiner

The Trustees (who are the Directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The Charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales.

Having satisfied myself that the Charity is not subject to audit under Company Law and is eligible for independent examination, it is my responsibility to -

- examine the accounts under Section 145 of the 2011 Act,
- follow the procedures laid down in the General Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act, and
- state whether particular matters have come to my attention

Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent Examiner's report

In connection with my examination, no matter has come to my attention

- 1 which gives me reasonable cause to believe that in any material respect the requirements
 - to keep accounting records in accordance with Section 386 of the Companies Act 2006, and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice Accounting and Reporting by Charitieshave not been met, or
- 2 to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached

Stephen Farrant FCA
Day, Smith & Hunter
Chartered Accountants
Globe House
Eclipse Park
Sittingbourne Road
Maidstone
Kent ME14 3EN

Date 21 March 2013

THE CAMELLIA FOUNDATION
STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)

For the period ended 30 June 2012

	<u>Notes</u>	<u>Unrestricted funds</u>	<u>Restricted funds</u>	<u>Total</u> (8 11 2011 to 30 6 2012)
INCOMING RESOURCES				
Incoming resources from generated funds:				
Voluntary income				
Donations		327,376	2,460	329,836
Tax recoverable		-	615	615
Total incoming resources		<u>327,376</u>	<u>3,075</u>	<u>330,451</u>
 RESOURCES EXPENDED				
	3			
Charitable activities		195,569	-	195,569
Governance costs		59,679	-	59,679
Total resources expended		<u>255,248</u>	<u>-</u>	<u>255,248</u>
Net incoming resources for the period and total funds at 30 June 2012	5	<u>£72,128</u>	<u>£3,075</u>	<u>£75,203</u>

The notes on pages 8 to 11 form part of these accounts

THE CAMELLIA FOUNDATION

BALANCE SHEET

As at 30 June 2012

	<u>Notes</u>	<u>30.6.2012</u>
FIXED ASSETS		
Tangible fixed assets	7	19,117
CURRENT ASSETS		
Debtors	8	5,390
Cash at bank and in hand		59,932
		<u>65,322</u>
CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR	9	<u>(9,236)</u>
NET CURRENT ASSETS		56,086
NET ASSETS		<u>£75,203</u>
FUNDS		
Restricted funds		3,075
Unrestricted funds		72,128
TOTAL FUNDS		<u>£75,203</u>

These financial statements have been prepared in accordance with the provisions available to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008)

For the financial period ended 30 June 2012 the company was entitled to exemption from audit under Section 477 of the Companies Act 2006. No member of the company has deposited a notice pursuant to Section 476, requiring an audit of these financial statements under the requirements of the Companies Act 2006

The Trustees/Directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company

Approved by the Trustees/Directors on 21 March 2013 and signed on their behalf by


S C BUCKLAND
TRUSTEE/DIRECTOR


S C TURNER
TRUSTEE/DIRECTOR

Company registration number 07839372

The notes on pages 8 to 11 form part of these accounts

THE CAMELLIA FOUNDATION

NOTES TO THE ACCOUNTS

30 JUNE 2012

1 ACCOUNTING POLICIES

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

In preparing the financial statements the company follows best practice as set out in the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP) published in March 2005

The Charity has availed itself of paragraph 4(1) of Schedule 1 of The Small Companies and Groups (Accounts and Directors' Report) Regulations 2008 and adapted the Companies Act formats to reflect the special nature of the Charity's activities

(b) Status

The company is incorporated with charitable status and is limited by guarantee. As such it does not have a share capital. The Articles of Association restrict the liability of statutory members on winding up or a year thereafter to £10 per member.

(c) Income

Voluntary income received by way of donations and gifts is included in full in the Statement of Financial Activities when received. Amounts receivable under the Gift Aid Scheme are recognised when received and tax recoverable on these donations is recognised when it becomes claimable.

(d) Expenditure

Resources expended are recognised on an accruals basis in the period to which the costs relate. Resources expended include attributable VAT which cannot be recovered. Grants payable are included on an accruals basis and are charged in the year in which there is a legal or constructive obligation to pay the grant.

i) Charitable activities

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to supply them, with the allocation being determined by the Trustees/Directors, based on an allocation of time spent.

Support overhead costs which are integral to the Charitable activities are included on the above allocation basis.

ii) Governance costs

Governance costs are mainly concerned with statutory and strategic issues relating to the current and future running and plans of the Charity, comprising both directly incurred expenditure and an allocation of other relevant costs, based on time spent.

(e) Funds

Unrestricted funds are funds which can be used in accordance with the Charitable objects at the discretion of the Trustees.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The aim and use of each fund is set out in the Notes to the accounts.

THE CAMELLIA FOUNDATION

NOTES TO THE ACCOUNTS

30 JUNE 2012

(continued)

1 ACCOUNTING POLICIES (continued)

(f) **Depreciation**

Depreciation is provided at annual rates calculated to write off the cost/valuation, less estimated residual value, of each asset over its expected useful life as follows

Tenant's improvements to leasehold property	Over the term of the lease
Office equipment	15% on cost
Computer equipment	33 33% on cost

(g) **Pensions**

The Charity pays contributions to a defined contribution pension scheme for the benefit of its single employee. The assets of the scheme are held separately from those of the Charity in independently administered funds. Contributions are charged to the statement of financial activities in the year in which they become payable.

2 TAXATION

The Charitable company is exempt from corporation tax on its charitable activities.

3 RESOURCES EXPENDED (All Unrestricted)

	Basis of Allocation	Charitable activities	Governance	2012 Total
Charitable grants paid (Note 4)	D	156,306	-	156,306
Staff costs (Note 6)	A	25,422	50,851	76,273
Rent, service charges and rates	D	4,346	-	4,346
Insurance	D	337	181	518
Repairs and maintenance	D	565	-	565
Telephone	D	903	-	903
Printing, postage and stationery	D	776	-	776
Subscriptions	D	890	-	890
Administrative services	A	3,662	3,662	7,324
Sundry expenses	D	288	167	455
Travel costs	A	441	1,762	2,203
Bank charges	D	365	-	365
Legal and professional fees	D	-	236	236
Independent examination fees				
Independent examination	D	-	1,320	1,320
Other	D	-	1,500	1,500
Depreciation				
Property improvements	D	835	-	835
Office equipment	D	35	-	35
Computer equipment	D	398	-	398
		<u>£195,569</u>	<u>£59,679</u>	<u>£255,248</u>

A = Allocated costs based on time spent

D = Directly attributable costs

THE CAMELLIA FOUNDATION

NOTES TO THE ACCOUNTS

30 JUNE 2012

(continued)

4 CHARITABLE GRANTS PAID

2012

Goodricke Group Charitable Trust (payment towards construction costs - Goodricke School for Special Education, Siliguri, India)	85,000
Other institutional grants	71,306
	<u>£156,306</u>

A total of 9 Institutions received charitable grants in the period. All grants related to the fulfilment of the Charity's objects.

5 NET INCOMING RESOURCES

2012

The net surplus for the period is after charging the following

Depreciation of tangible fixed assets	<u>£1,268</u>
---------------------------------------	---------------

6 STAFF COSTS/TRUSTEE EXPENSES

2012

Staff costs comprise

Gross salaries	60,469
Social security costs	8,219
Pension costs	6,047
Benefits (healthcare, income protection and life cover)	1,538
	<u>£76,273</u>

S C Turner, the Charity's Chief Executive, was the only employee of the Charity during the period under review. Mr Turner was appointed a Trustee and Managing Director on 28 January 2013, after the board of Trustees had obtained consent of the Charity Commission.

During the period to 30 June 2012 two of the Trustees who served (D A Reeves and M A Knight) were reimbursed travel expenses totalling £738. These expenses were incurred in direct furtherance of the Charity's objectives.

7 TANGIBLE FIXED ASSETS

	<u>Tenant's improvements to leasehold property</u>	<u>Office equipment</u>	<u>Computer equipment</u>	<u>Total</u>
COST				
Additions	15,875	930	3,580	20,385
As at 30 June 2012	<u>15,875</u>	<u>930</u>	<u>3,580</u>	<u>20,385</u>
DEPRECIATION				
Charge for period	835	35	398	1,268
As at 30 June 2012	<u>835</u>	<u>35</u>	<u>398</u>	<u>1,268</u>
NET BOOK VALUE				
As at 30 June 2012	<u>£15,040</u>	<u>£895</u>	<u>£3,182</u>	<u>£19,117</u>

The tangible fixed assets are all held and used in the direct furtherance of the Charity's objectives.

THE CAMELLIA FOUNDATION

NOTES TO THE ACCOUNTS

30 JUNE 2012

(continued)

8	DEBTORS	<u>2012</u>
	Taxation recoverable (restricted fund)	615
	Other debtors	143
	Prepayments	4,632
		<u>£5,390</u>
9	CREDITORS AMOUNTS FALLING DUE WITHIN ONE YEAR	<u>2012</u>
	Taxes and social security costs	362
	Accruals	8,874
		<u>£9,236</u>

10 RELATED PARTIES

The Charity is controlled by the Trustees/Directors. Day to day management is the responsibility of the Chief Executive, S C Turner, who was appointed a Trustee and Managing Director on 28 January 2013.

One of the Trustees, D A Reeves, is a Director of Camellia Public Limited Company. Camellia Public Limited Company owns Linton Park Public Limited Company. The Charity leases its offices from Linton Park Public Limited Company under a formal lease arrangement effective on 1 March 2012. Rent and service charges paid in the period amounted to £4,036. The lease term extends until 31 December 2016, with annual rent and services charges payable by the Charity at 30 June 2012 amounting to £12,781 per annum. The lease is subject to a break clause by landlord or tenant at one month's written notice at any point during the term.

During the period Linton Park Public Limited Company also recharged office refit costs (£15,875) and administration services (£634) to the Charity, and sold office equipment to the Charity (£930). These transactions were at arm's length rates.

M A Knight, a Trustee, provided administration services to the Charity, as distinct from her role in acting as a Trustee, and received £6,690 in the period. At 30 June 2012 the Charity owed her £756 in respect of these costs and this amount is included within accruals at Note 9.

11 RESTRICTED FUNDS

The Charity had one restricted fund amounting to £3,075 at 30 June 2012, created by a single Gift Aid donation in the period. The fund's purpose is to assist in the funding of a sensory garden/patio at the Goodricke School for Special Education at Sihguri, India.

12 PENSION COSTS

The charitable company operates a defined contribution pension scheme for its only employee, S C Turner. The assets of the scheme are held separately from those of the Charity in independently unrestricted funds.

The pension cost charge for the period represents contributions payable by the Charity to the fund and amounted to £6,047.