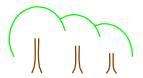


# THE THREE OAKS TRUST TRUSTEES' REPORT AND ACCOUNTS FOR THE YEAR ENDED 30 SEPTEMBER 2017

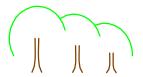
# THE THREE OAKS TRUST

# REPORT OF THE TRUSTEES FOR THE YEAR ENDED 30<sup>TH</sup> SEPTEMBER 2017



# CONTENTS

	Page
Reference and Administrative Information Page	3
Trustees' Report	4-16
Structure, governance and management Trustee's responsibilities in relation to the financial statements Statement of public benefit Objectives Examples of donations made Investment policy Grant making policy Strategic Report Achievements and performance Future plans Financial review Risk management	
Independent Examiner's Report	17
Statement of Financial Activities	18
Balance Sheet	19
Notes to the financial statements	20-27



### Reference and Administrative Information

Charity Registration Number: 297079

Corporate Trustee: The Three Oaks Family Trust

Company Limited

(Registered number: 1991868)

Trustees: (i.e. directors of the Mrs ELD Chandy

corporate trustee)

Mrs C V Foreman

Mrs P E Hobbs Mrs C A Johnson Mrs S A Kane Dr P Kane Mrs D M Ward

Mr G D Wilkinson Mrs P A Wilkinson

Principal office: The Three Oaks Family Trust Company Limited

65 Worthing Road Horsham, West Sussex

RH12 9TD

Solicitors: Irwin Mitchell LLP

Belmont House Station Way

Crawley, West Sussex

RH10 1JA

Independent Examiner: Sarah Ediss

Kreston Reeves LLP Springfield House Springfield Road

Horsham RH12 2RG

Bankers: CAF Bank

25 Kings Hill Avenue

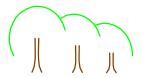
King's Hill

West Malling, Kent

**ME19 4JQ** 

Investment Managers: Quilter Cheviot

One Kingsway London WC2B 6AN



The directors of the Corporate Trustee (herein referred to as "the trustees") present their report with the financial statements of the charity for the year ended 30 September 2017. The trustees have adopted the provisions of 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).

# 1. Structure, governance and management

The charity is constituted by a Deed of Trust dated 11<sup>th</sup> June 1987 and is registered with the Charity Commission, Charity Registration no. 297079. The fund originates from a single settlement from an individual donor. The object of the Charity is to provide funds for such charitable purposes as the Trustees in their absolute discretion think fit.

The statutory power to appoint new trustees lies with the trustees themselves.

The Charity is administered by the Directors of the Corporate Trustee (The Three Oaks Family Trust Company Limited) and does not have any employees. The present Directors of the Three Oaks Family Trust Company Limited are:

Denise Chandy, social worker, retired
Carol Foreman, social worker, retired
Polly Hobbs, trade union official, retired
Carol Johnson, social worker, retired
Sarah Kane, social worker, retired
Paul Kane, consultant earth scientist, retired
Dianne Ward, teacher, retired
Pam Wilkinson, social worker, retired
Giles Wilkinson, chartered civil engineer, retired

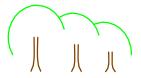
Three of the above have been Directors since the charity started in 1987.

The majority of the charity trustees are retired professionals and are mindful of the need to address the issue of continuity of the charity and the collective breadth and depth of expertise of the trustees. All trustees have access to past documentation, minutes, briefing notes, reports and accounts. The trustees are encouraged to attend courses which they feel are relevant to the development of their role and to keep up-to-date with changes in legislation.

The charity's trustees are ultimately responsible for the policies, activities and assets of the charity. The charity holds quarterly meetings to discuss the business of the trust. The meetings have a standard format. Discussion of the minutes of the previous meeting is followed by the Chairman's report which deals with current issues and a number of standing items including:

- Events in the last Quarter including visits and meetings
- Donations made in the last Quarter
- Trustees' reports
- Donations pending

RCN 297079



- Bank balances
- Investment performance
- Property issues

Trustees present their individual reports on their activities, including visits. There follows a review of applications for funding. Those trustees that make donations on behalf of individuals submit details of the donations made in the last quarter and present any matters arising. Standing items on the agenda include a statement of investment performance and a statement of issues in relation to the trust's holdings of land. Special topics are introduced and discussed as necessary. On an occasional basis, the trustees invite speakers from organisations that the Trust either supports or is considering supporting to make presentations at the Quarterly meeting.

The on-going task of liaising with the Trust's professional advisors has been delegated to Dr Kane. Dr Kane is assisted in this role by Mr Wilkinson and Mrs Hobbs. Dr and Mrs Kane deal with the day to day administration of grants and the processing and handling of applications from registered charities and institutions between quarterly meetings, subject to agreed constraints. Mrs Johnson, Mrs Wilkinson, Mrs Ward, Mrs Foreman and Mrs Chandy have discretion to deal with applications for funding made on behalf of individuals, subject to agreed constraints.

The charity does not engage in any fund-raising activities.

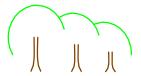
# 2. Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

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



The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. 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.

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the Examination, but of which the Independent Examiner is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the Examiner is aware of such information.

# 3. Statement on public benefit

The charity's trustees have taken account of the Charity Commission's general guidance on Public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees have considered how planned activities will contribute to the charity's aims and objectives.

### 4. Objectives

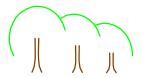
The stated aim of the charity is 'To further the well being of individuals and families who may for whatever reason be in distress'. This rather vague statement correctly identifies the beneficiaries of the Trust's activities, but does little to describe how the charity works to meet this aim. This is best appreciated by reference to the pattern of donations that was established from the outset and which continues to date.

In summary, and for the current year:

The value of donations made this year totalled some £170,195 (£199,590 in 2016). £92,500 (54%) (£125,500 in 2016) was donated to UK registered charities and institutions that promote the welfare of individuals and families. As in previous years, a large number of small donations were made more directly for the benefit of individuals via statutory authorities and voluntary agencies. This year 228 (241 in 2016) such donations were made with a net value, taking account of refunds, of some £45,095 (26%) (£49,590 in 2016). Donations to charities and institutions whose focus of work is overseas were made to a value of £32,600 (19%) (£24,500 in 2016).

The charity provides support for individuals and families in the UK and overseas. The charity supports projects and other charities that assist people with health, psychological and emotional difficulties. It also more directly supports individuals with these difficulties.

The sections that follow provide examples of donations made in the year as a means of understanding the range of interests pursed by the trustees.



# 5. Example of donations made

#### 5.1 In the UK

Crawley Open House (£5,000). Crawley Open House provides shelter for the homeless and support to assist their return into the community – it is a well-respected resource for the homeless with a friendly atmosphere.

The Springboard Project (£15,000). Two grants each of £5,000 were made to support 'Horsham Buddies' which is a peer mentoring support scheme to enable disabled youngsters from the age of 12-18 to access local activities and recreational opportunities more independently. A grant of £5,000 was also made to 'Sutton Smile', a similar peer mentoring support group in Sutton, managed by The Springboard Project.

Family Foundation Trust (Dalesdown) (£5,000). The Trust provides a bursary fund for children from disadvantaged backgrounds. The most common need addressed is help/support with parenting and managing children's behaviour, both within the home and the school environment.

The following organisations were also supported by the Trust in the current year:

Dalit Solidarity Network UK (DSNUK) (£5,000): Campaigning against caste discrimination

Freedom from Torture (£10,000): Dedicated to the treatment and rehabilitation of survivors of torture

GuildCare, Worthing (£5,000): Delivers care services which help older people, younger people with special needs and those with a dementia or a learning difficulty.

Islington People's Rights (IPR) (£5,000): Committed to reducing poverty and the effects of debt in Islington.

Macular Society (£2,500): Supporting people affected by central vision loss.

Personal Support Unit (PSU) (£5,000): Helps litigants in person, their friends and families, witnesses, victims and inexperienced court users.

The Canaan Project (£5,000): Works with girls and young women in Tower Hamlets.

Windmills Opportunity Playgroup (£5,000) – based in Burgess Hill.

Deptford Action Group (£2,000)

Dermatrust (£5,000)

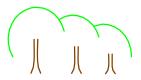
Fellowship of St. Nicholas (£5,000)

Place2B (£5,000)

Mid-Sussex Community Support Organisation (£1,000)

Neurofibromatosis Association (£3,000)

Donations made for the benefit of individuals by the Trust are seen as a major component in the support of families and individuals in the community. The Trustees have provided regular support to West Sussex County Council and to Surrey County Council for the specific requirements of individuals as recommended by health visitors and social workers.



In this capacity the Trust also supports a number of housing associations and mental health teams and some London boroughs, in particular Lambeth. One trustee supports Chichester Diocesan Association for Family Support Work by responding to request on behalf of individuals. Another trustee supports Gofal, a mental health and wellbeing charity in Wales.

#### 5.2 Overseas aid

During the year, the Trust made a number of donations to charities and institutions whose focus of work is overseas. The charities or projects supported by the Trust are now only in areas where the trustees visit or can send representatives. The trustees take the view that close supervision and monitoring of overseas projects is essential because of the ever present risks arising from issues of governance, operational activities and financial controls. The Trust is reducing the number of overseas projects that it supports because of the difficulty of monitoring activities adequately.

Children on the Edge (£15,000). The Trust provided grants to support displaced children in Kachin State in northern Burma. It also responded to the charity's Rohingya appeal.

The John Fawcett Foundation (£5,000). Best known for its sight restoration and blindness prevention work in Indonesia.

HCR Amani FM (£5,000)

ICT Juconi, Ecuador (£5,000)

# 6. Investment policy

There are no restrictions on the charity's power to invest. The investment strategy is agreed between the trustees and the investment managers and is regularly reviewed. A policy statement has been completed by the trustees and forms an integral part of the agreement with the investment manager to provide investment management services.

The more significant principles in the statement are:

- that the investment manager shall have due regard to the need for diversification;
- warrants, options, derivatives or other alternative investments will not be included without the specific prior approval of the directors;
- the Trust does not invest in companies whose main business is tobacco, gambling or armaments;

The charity has a portfolio of investments managed by Quilter Cheviot with a market value at the year-end (30 September 2017) of £4,709,107 (£4,729,046: 2016) which includes uninvested cash. At the year-end, total cash and investments, excluding the Trust's interest in land, were £5,069,016 which generated income of £147,099 giving a yield of 2.9%. Table 1 shows the change in fund value, income and yield from 2007-2017. The trends in values are also illustrated in Figure 1.

Yield

3.23

3.61

3.51

3.32

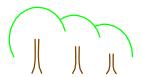


Table 1. Investment fund value and income

_			
Year*	Value (£)	Income (£)	Yield (%)
2007	6,278,267	208,100	3.32
2008	5,358,399	193,000	3.61
2009	5,192,906	189,509	3.66
2010	5,565,600	184,515	3.32
2011	5,450,208	199,055	3.66
2012	5,921,111	209,734	3.55
2013	6,326,695	213,182	3.37
2014	6,423,899	203,217	3.17
2015	6,153,437	199,815	3.25
2016	4,729,046 <sup>1</sup>	152,000	3.21
2017	5,069,016 <sup>2</sup>	147,099	2.90

\*at the year end. 1 Some £2m was employed to facilitate a sale of land (as yet unrealised) which correspondingly increased in value.

<sup>2</sup> – Cash and investments, excluding land.

7.E+06 6.0 5.5 5.0 4.5 6.E+06 o. 3.5 3.0 Percentage Yield Asset Value (£) 5.E+06 2.5 2.0 1.5 1.0 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016 2017 £5 192 906 £5 069 016 Assets £5 979 925 £5 358 399 £5 565 597 £5 450 208 £5 921 111 £6 326 695 £6 424 899 £6 153 437 £4 729 046

Figure 1. Trends in portfolio value and yield: 2007-2017

Investment income is influenced by external factors and by the general performance of UK and overseas stock markets. In order to minimise fluctuations in asset value and yield, the trustees have set prudent investment policies and place reliance on the investment managers to monitor and advise on necessary investment changes and a suitable asset allocation.

3.55

3.37

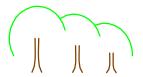
3.17

3.25

3.21

2.92

3.66



The trustees employ a Total Return strategy whereby capital appreciation and income are regulated to maintain both capital and the cash for donations. Total return is calculated daily and equals capital movement plus income receivable in the portfolio's base currency taking account of all transactions plus cash/stock additions and withdrawals. Since April 2016, the investment manager has made available £15,000 a month for donations and to cover costs. This has been reduced from £20,000 a month in previous years reflecting the reduction last year in the Trust's capital base. However, the Trust has a substantial cash reserve to enable it to fulfil the trustee's plans for charitable donations.

The policies have provided the Trust with a measure of protection against anticipated falls in dividend income and interest payments in recent years and investment performance has generally been satisfactory. The trustees are confident that they can provide the same level of charitable giving in 2018 as was provided in 2017. The trustees will continue to review the investment policy during 2018 and make changes as appropriate.

As of 30 June 2017, 18.3% of the fund was invested in fixed income, 68.6% in equities, 8.8% in alternative investments and the remaining 4.3% held as cash. 37.8% was invested in UK company stocks and 20.2% in US stocks. Currency exposure is not hedged. Investment performance is measured against a specialist benchmark (Table 2). This comprises 20% FT Government All Stock, 45% FTSE All-Share, 20% FTSEW World Ex. UK, 10% IPD Property and 5% Hedge Funds. It is anticipated that, as required, changes will be made to the benchmark to reflect economic and market conditions and that a revised Investment Policy Statement will be issued periodically.

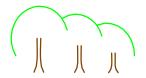
Table 2. Comparison of Investment Fund Performance

Period		Portfolio <sup>1</sup>	Specialised <sup>2</sup>
From	То	Total Return %	Benchmark %
14/11/2011	12/11/2012	8.1	7.6
31/12/2012	28/06/2013	6.4	6.5
28/06/2013	31/12/2013	5.8	6.8
31/12/2013	30/06/2014	1.8	3.2
31/12/2014	30/06/2015	1.6	2.5
30/06/2015	31/12/2015	0.4	0.7
31/12/2015	30/06/2016*	9.1	7.3
30/06/2016	30/12/2016	3.7	8.5
30/12/2016	30/06/2017	3.3	4.4
30/06/2017	29/12/2017	2.7	5.6

<sup>&</sup>lt;sup>1</sup> Total return is calculated daily and equals capital movement plus income receivable in the portfolio's base currency taking account of all transactions plus cash/stock additions and withdrawals.

 $<sup>^2</sup>$  This comprises 20% FT Government All Stock, 45% FTSE All-Share, 20% FTSEW World Ex. UK, 10% IPD Property and 5% Hedge Funds.

<sup>\*</sup> A period of significant change to the portfolio



The bank balances at the year-end were as follows:

CafCash account: £67,877 (excluding uncleared cheques)

CAF Gold (Reserve) account: £48,403

The Trust holds a cash reserve in order to respond to unplanned eventualities in relation to either costs or donations. However, there is currently a negative real rate of return on cash holdings and the trustees decided during 2012 to place £80,000 with CCLA Investment Management to purchase COIF charity funds. At the year end, the value of this fund was £117,758 and was yielding 3.40%. During the year a CAF Investment Account was opened with £100,000 but at the year-end the cash remained uninvested.

The trustees have continued this year to promote the Trust's holdings of land for development in order to realise its investment with the intention of increasing the Trust's capital and hence its income for distribution as donations.

# 7. Grant making policy

Trustees provide funds for charitable purposes at their discretion. The Trust makes grants available to both individuals and organisations. Guidelines for grant-seekers are available on the charity's web site. These guidelines are as follows:

#### 7.1 For Organisations

Grants are made to organisations that promote the welfare of individuals and families. In general, the trustees intend to continue supporting the organisations that they have supported in the past. Periodically and generally annually the trustees review the list of registered charities and institutions to which grants have been given and consider additions and deletions from the list. To save on administration, the trustees do not respond to requests unless they are considering making a donation.

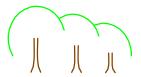
Requests from organisations for donations in excess of £2,000 are considered by the trustees on a quarterly basis in meetings usually held in January, April, July and September.

#### 7.2 For Individuals

Direct applications from individuals will not be considered.

Applications from invited, local, statutory and voluntary organisations are considered. To save on administration, only organisations in these categories will receive a reply.

Grants are made on behalf of clients with, for example, the following problems - mental health, learning difficulties, physical handicaps, low-income families, single parents and the long-term sick. In the case of long-term difficulties, the trustees are most likely to be sympathetic to a request if the person or family on behalf of whom the request is being made, is able to reflect on whether there are any changes they could make to prevent the same problems reoccurring.



In the case of psychologically vulnerable client groups such as the mentally ill or those with learning difficulties, the trustees would like to know whether the client is being given support with budgeting from the statutory services and, if relevant, whether the client is able to make plans to avert future problems.

The trustees need to know the full cost of the grant needed, or in the case of larger items (up to £300), the trustees need to know what contribution is being requested of the Trust. The trustees would like to know which other Trusts have been approached for any specific request. Details of the agency to which the cheque should be made payable should always be included in the application. The grants made may cover such items as basic furnishings, clothing, a contribution to the cost of household appliances, telephone connections and small grants for educational purposes.

In order to maintain consistency of approach and response from the Trust, an application form is available and can be downloaded from the website. The intention is that professionals should make use of the form in order that the trustees can make informed choices regarding donations.

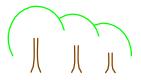
The Trust does not intend to expand further the scope of donations made for the benefit of individuals. Currently all the applications made on behalf of individuals receive a response, but this would cease to be the case if applications substantially increased in number.

Although the Trust has an interest in overseas projects, it will not sponsor individuals in gap year work or similar activities. Applications (however well presented) will not be answered. The Trustees wish to make this clear in order to prevent time being wasted on applications. Please note - individuals or charities should not assume a stamped addressed envelope will produce a reply.

### STRATEGIC REPORT

# 8. Achievements and performance

The Trust's record of donations is illustrated in Figures 2 and 3. The Three Oaks Trust donated some £170,195 to charitable causes in the year ended 30 September 2017 (Figure 2). Of this total, 54% went to UK registered charities and institutions, 19% to organisations whose work is mostly overseas and 26% in the form of small donations for the benefit of individuals (Figure 3). Six of the trustees assess donations recommended on behalf of individuals and firmly believe that these small donations can make a big difference to the individuals involved and their families.



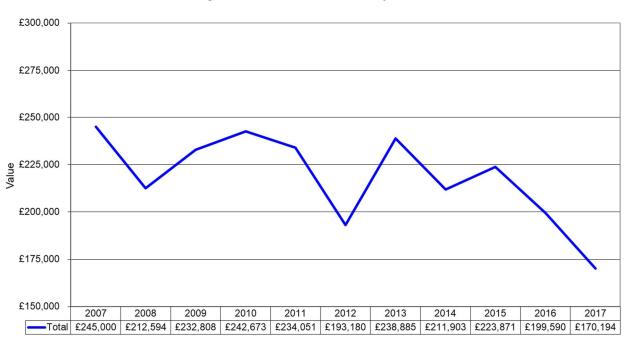
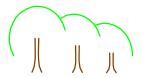


Figure 2. Trend in annual donations by value 2007-2017

As is apparent from the Figure 3 below, there was a steady and substantial decline in the value of donations made to UK based charities between 2006 and 2010 which has been reversed as a matter of policy over the past seven years. There has been a corresponding reversal to the upward trend in the value of donations to charities whose work is mostly overseas, which reached 40% in 2009-2010.

The charities supported in the UK are variously local charities known to the trustees, or charities brought to the attention of the trustees through personal or professional contacts. The Trust tends to make repeat donations to these charities subject to satisfactory feedback, but the Trust rarely enters into long-term funding commitments. For the charities that the trust gives significant donations to year after year, it is usual for the trustees to make visits.

The trustees are generally satisfied that the trust is meeting its stated aim in a cost-effective manner.



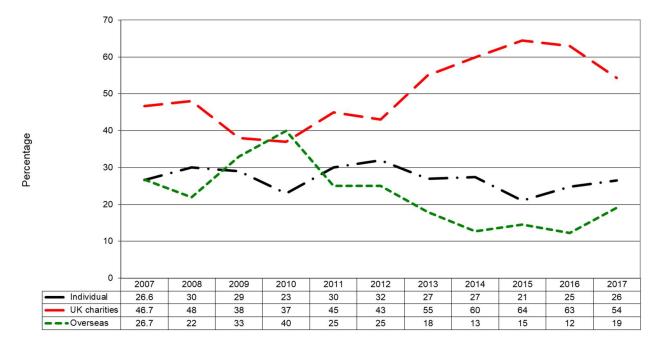


Figure 3. Trends in Donations 2007-2017

#### 9. Financial Review

#### 9.1 Results for the year

The Trust is reliant on the income from its investments and these are managed on a Total Return basis. As at the year end, the Trust's listed investments managed by Quilter were valued at £4,709,107. Total assets at the year-end, excluding land, were valued at £5,069,016. Donations to a total value of £170,195 were made during the year.

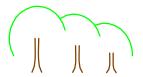
# 9.2 Future commitments

The charity has not entered into specific written commitments regarding future project funding or donations. However, it is expected that the level of donations in the coming year will be similar to that last year and that many of the charities that the trust has supported in the past will continue to be supported into the future.

# 9.3 The charity's assets

Acquisition and disposals of fixed asset investments during the year are recorded in the notes to the accounts.

The Trust's listed investments originate from the sale of land for development. The Trust continues to co-own land adjacent to the development site and a valuation has been obtained for this land. This land is likely to be developed in the future and, if so, has the potential to significantly increase the value of assets available for investment or donation. The trustees are aware of the potential of the Trust's land holding and retain professionals to advise them on the evolving planning, development and marketing situation. Subsequent to the balance sheet date, the land was sold for in excess of its carrying value as explained in note 15.



# 9.4 Reserves policy

The Charity has sufficient funds to maintain its current distributions. The Trust's investment policy during the year was unchanged and the Trust maintained a balance between capital growth and income. The Trust's investment policy operates on a Total Return basis and has done so since 1st October 1999. The policy, taking account of reducing yields and the expectation of capital growth, seeks to maintain the value of the Trust's investments in real terms, whilst releasing more money for donations.

Each year the trustees agree with the investment managers a plan to make a fixed monthly amount available for grant making. The trustees in turn plan an annual calendar of anticipated donations.

The trustees maintain a reserve separate from the investment managers to meet unexpected eventualities. Part of this reserve is held as cash and part is managed by CCLA Fund Managers Ltd. These funds together with the monthly income from Quilter Cheviot are more than sufficient to cover the trustee's plans for donations in the coming year.

## 10. Future plans

The trustees do not anticipate any significant changes to the charity or its activities over the next two to five years. It is their intention to meet the following objectives:

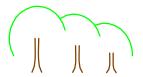
- To ensure that investment performance is optimised to balance asset protection and income and to ensure that there are sufficient funds to meet the anticipated schedule of donations
- To continue to make grants at a similar, if not, higher level

# 11. Risk management

A risk assessment has been carried out for The Three Oaks Trust. This assessment considered a number of risks and appropriate systems and procedures for managing those risks. The main areas of risk considered were:

- Governance and oversight
- Operational activities; and
- Financial activities.

Issues considered under the heading of governance included continuity of the charity, the depth and breadth of expertise of the trustees and its charitable and investment policies. The trustees have acted to increase their number and the range of expertise available within the charity. The trustees' skills and training are aligned with the charity's objectives and activities, but are periodically reviewed to ensure that they are collectively suitable to deal with anticipated future developments and for the purpose of assessing the services provided by professional advisers.



Operational risks include the need to meet statutory and legal requirements, management, secretarial and administrative activities and the assessment and handling of donations. Risks arise both from the trustees' activities and from the services provided by professional advisers. Steps have been taken to limit the risks arising from these sources.

Financial risks include loss of income, loss of capital and misappropriation of funds. These may arise from poor budgetary control, inappropriate spending or transfer of funds, poor accounting and inappropriate investment policies. Steps have been taken to limit the risks in all these areas.

Variability of investment returns constitutes a risk for the charity because it is a grant making charity dependent on its investments for income. To address this issue, the trustees are using a total return approach to investment which they consider will stabilise the resources available for grant making.

Recent years have been challenging for the Trust as the banking crisis, the 'credit crunch' and weakness in the economy heightened awareness of the financial risks that the Trust is exposed to. The Trust has done well in protecting the value of its assets through a difficult period and of subsequently growing the value of its funds. In response to the banking crises, the Trust has reviewed its funding commitments and created a reserve fund. Part of this reserve is invested to offset in part the very low returns currently available on cash.

The next few years are expected to be particularly challenging with much uncertainty associated with 'Brexit', the new administration in the USA and anticipated political developments in Europe and elsewhere. As there is no rational basis for predicting future human actions and the unintended consequences arising from them, the trustees take the view that its investments are best protected by maintaining a portfolio suitably diversified across countries, sectors and currencies and where possible seeking negative correlations between portfolio components.

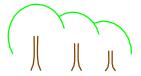
## **TRUSTEE**

The Three Oaks Family Trust Company Ltd was the Trustee in office during the year. No Director of the Three Oaks Family Trust Company Ltd had any beneficial interest in any contract made with the charity during the year.

For and on behalf of the Three Oaks Family Trust Company Ltd.

Dr P. Kane	Mrs S. A. Kane
Director	Director
Date of approval by the Directors	of the Corporate Trustee:

# INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 30TH SEPTEMBER 2017



I report to the charity Trustees on my examination of the accounts of the charity for the year ended 30 September 2017.

This report is made solely to the charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's Trustees as a body, for my work or for this report.

#### Responsibilities and basis of report

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

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

#### Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

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

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

reached.			
Signed:	Date	ed:	

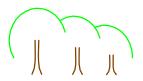
Kreston Reeves LLP

Sarah Ediss BSc FCA

Chartered Accountants

Springfield House Springfield Road Horsham West Sussex RH12 2RG

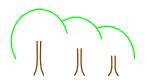
# STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 30TH SEPTEMBER 2017



Income from:	Note	Unrestricted funds 2017	Total funds 2017 £	Total funds 2016 £
Donations	2	18,780	18,780	26,331
Investments  Total income	3	216,796 235,576	216,796 235,576	226,352 252,683
Expenditure on:				
Raising funds Charitable activities:	4	22,999	22,999	101,163
Relief of distress Support costs		170,195 4,864	170,195 <u>4,864</u>	199,590 4,089
Total expenditure		198,058	198,058	304,842
Net income / (expenditure) before investment gains Net gains on investments	9	37,518 26,040	37,518 26,040	(52,159) 745,447
Net income before other recognised gains and losse	s	63,558	63,558	693,288
Net movement in funds		63,558	63,558	693,288
Reconciliation of funds:				
Total funds brought forward		7,327,007	7,327,007	6,633,719
Total funds carried forward		<u>7,390,565</u>	7,390,565	7,327,007

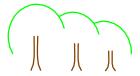
# THE THREE OAKS TRUST

# BALANCE SHEET As at 30<sup>th</sup> September 2017



	Note	£	2017 £	£	2016 £
Fixed assets					
Investment property	8		1,335,813		1,335,813
Investments	9		4,836,166	_	4,842,784
			6,171,979		6,178,597
Current assets					
Debtors	10	1,039,000		1,068,390	
Cash at bank and in hand	-	232,850	-	209,507	
		1,271,850		1,277,897	
<b>Creditors:</b> amounts falling due within one year	11 _	(53,264)	-	(94,553)	
Net current assets			1,218,586	_	1,183,344
Total assets less current liabilities			7,390,565		7,361,941
<b>Creditors:</b> amounts falling due after more than one year	12		<u>-</u> _	-	(34,934)
Net assets		:	7,390,565	=	7,327,007
Charity Funds					
Unrestricted funds	13		7,390,565	_	7,327,007
Total funds			7,390,565	=	7,327,007
The financial statements were approved by the Trustees on and signed on their behalf, by:					
Dr P Kane Director		Mrs S A			

The notes on pages 20 to 27 form part of these financial statements.



## 1. Accounting policies

# 1.1 Basis of preparation of financial statements

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

The Three Oaks Trust constitutes a public benefit entity as defined by FRS 102. The financial statements are prepared in sterling and are rounded to the nearest £1.

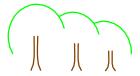
#### 1.2 Going concern

The trustees consider that the charity will be able to settle oustanding invoice, bills and commitments as they fall due.

#### 1.3 Income

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

Donations are recognised when they have been communicated as received in writing with notification of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that those conditions will be fulfilled in the reporting period.



## 1. Accounting policies (continued)

#### 1.4 Expenditure

Resources expended comprise the following:

- a) The cost of raising funds include the fees paid to investment managers in connection with the management of the charity's listed investments, and costs incurred in relation to the investment property.
- b) Charitable activities comprise donations and grants payable to individuals, families and organisations who may be in distress, with the principal aim being to further their wellbeing. Grants and donations payable are included in the statement of financial activities when approved and when the intended recipient has either received the funds or been informed of the decision to make the donation and has satisfied all related conditions. Grants approved but not paid at the end of the financial year are accrued for. Grants where the beneficiary has not been informed or has to meet certain conditions before the grant is released are not accrued for but are noted as financial commitments in the notes to the accounts.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

All expenditure is inclusive of irrecoverable VAT.

#### 1.5 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities.

Investment property is included on the balance sheet at estimated market value based on a valuation made in March 2008 with professional assistance. The valuation was performed on an open market value basis in accordance with the guidelines issued by the Royal Institute of Chartered Surveyors.

#### 1.6 Interest receivable

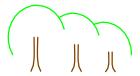
Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

#### 1.7 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

#### 1.8 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.



## 1. Accounting policies (continued)

#### 1.9 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

#### 1.10 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

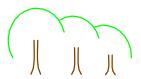
### 1.11 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

#### 2. Income from donations

	Unrestricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
Donations	<u> 18,780</u>	18,780	26,331
Total 2016	26,331	26,331	

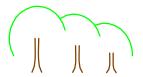


3.	Investment income				
			Unrestricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
	Rental income receivable Income from listed investments Bank interest receivable Other interest receivable		2,572 147,342 4,068 62,814	2,572 147,342 4,068 62,814	13,674 183,961 838 27,879
			216,796	216,796	226,352
		Total 2016	226,352	226,352	
4.	Costs of raising funds				
			Unrestricted funds 2017 £	Total funds 2017 £	Total funds 2016 £
	Investment property costs Investment management costs		7,018 15,981	7,018 15,981	75,974 25,189
			22,999	22,999	101,163
		Total 2016	101,163	101,163	
5.	Analysis of grants				
		Grants to Institutions 2017 £	Grants to Individuals 2017 £	Total 2017 £	Total 2016 £
	Relief of distress	125,100	<u>45,095</u>	<u> 170,195</u>	199,590

The 2016 figure includes grants to individuals of £49,590 and grants to institutions of £150,000.

The following institutions received material grants during the year: Children on the Edge, Springboard and Freedom from Torture.

A detailed list of grants payable to institutions during the year is provided in a separate schedule which is available from the charity on request.



### 6. Support costs

	Unrestricted funds 2017 £	Total 2017 £	Total 2016 £
Sundry expenses	13	13	86
Accountancy	4,200	4,200	3,900
Website costs	43	43	-
Bank charges	75	75	55
Travel costs	33	33	-
Trustees' expenses	500	500	48
Total 2016	4,864	4,864	4,089

Included within accountancy fees is the independent examiners remuneration of £3,300 (2016 - £4,200).

# 7. Net income/(expenditure)

During the year, no Trustees received any remuneration (2016 - £NIL).

During the year, no Trustees received any benefits in kind (2016 - £NIL).

1 Trustee received reimbursement of expenses amounting to £500 in the current year, (2016 - 1 Trustee - £48).

# 8. Investment property

Freehold
investment
property
£

#### **Valuation**

At 1 October 2016 and 30 September 2017

1,335,813

# Comprising

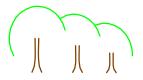
Historic cost 1,045,000

Annual revaluation surplus/(deficit):

2008 **290,813** 

The 2008 valuations were made by Cluttons, on an open market value for existing use basis.

The Directors of the Corporate Trustee do not consider that the open market value for existing use basis at 30 September 2017 had significantly changed.



9.	Fixed asset investments	Listed	Other	
		securities £	investments £	Total £
	Market value			
	At 1 October 2016	4,683,671	159,113	4,842,784
	Additions	130,066	371,215	501,281
	Disposals	(518,301)	-	(518,301)
	Revaluations	2,420	7,982	10,402
	At 30 September 2017	4,297,856	<u>538,310</u>	4,836,166
	Historical cost			
		<u>2,578,532</u>	<u>465,868</u>	3,044,400

#### Valuation

For listed securities, values have been determined by reference to readily available market prices. Other investments comprise cash held awaiting reinvestment and cash held in long term deposit accounts.

#### **Material investments**

At 30 September 2017 BNY Mellon, Findlay Park Funds American and UK (Govt Of) 4.75% Stk each have a market value of above 5% of the entire portfolio. At 30 September 2016 Findlay Park Funds American had a market value of above 5% of the entire portfolio.

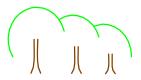
#### 10. Debtors

Due after more than one year	2017 £	2016 £
Other debtors	-	1,039,000
Due within one year		
Other debtors	1,039,000	29,390
	1,039,000	1,068,390

The debtor falling due within one year relates to a loan provided to Miss Charlotte Fiona Keevil during 2016. This loan was repaid in full on 29th March 2018.

# 11. Creditors: Amounts falling due within one year

	2017 £	2016 £
Other creditors Accruals and deferred income	14,430 38,834	27,839 66,714
	53,264	94,553

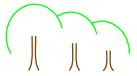


12. Creditors: Amounts falling due after more than one year								
					2017 £	2016 £		
Accruals and	d deferred incom	е			<u> </u>	34,934		
13. Statement of	of funds							
Statement of funds - current year								
	Balance at 1 October 2016 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 30 September 2017 £		
Designated funds	;							
Investment fund	4,842,784			(6,618)		4,836,166		
General funds								
General fund Total	2,484,223	235,576	(198,058)	6,618	26,040	2,554,399		
Unrestricted funds	7,327,007	235,576	(198,058)		26,040	7,390,565		
Total of funds	<u>7,327,007</u>	235,576	(198,058)		26,040	7,390,565		
Statement of funds - prior year  Balance at								
	Balance at 1 October 2015 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	30 September 2016 £		
Designated funds	i							
Investment fund	6,250,870			(1,408,086)		4,842,784		
General funds								
General fund Total	382,849	252,683	(304,842)	1,408,086	745,447	2,484,223		
Unrestricted funds	6,633,719	252,683	(304,842)	<del></del>	745,447	7,327,007		
Total of funds	6,633,719	252,683	(304,842)		745,447	7,327,007		

# 14. Related party transactions

During the year, the charity received a donation of £15,000 (2016: £20,000) from Mrs Sarah Kane (trustee).

In 2016 interest was received in respect of a loan issued in the same year to Mrs Charlotte Fiona Keevil (sister of Mrs Sarah Kane). The interest was deferred over the term of the loan and £62,814 was recognised in the Statement of Financial Activities for the year ended 30 September 2017.



#### 15. Post balance sheet events

Subsequent to the balance sheet date the investment property was sold to Homes England on 29 March 2018 for an amount in excess of the valuation at 30 September 2017. This reflected the proposed change of use by Homes England rather than any increase in open market value prior to the balance sheet date. The final sales proceeds are still to be calculated after deductions of costs and VAT.