



FARNHAM (SOUTH STREET) TRUST

Charity Registration Number – 1146152

COUNCIL OFFICES
SOUTH STREET
FARNHAM
SURREY
GU9 7RN

Tel (01252) 712667
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21st September 2017

TO: ALL MEMBERS OF FARNHAM TOWN COUNCIL ACTING AS TRUSTEE OF THE FARNHAM (SOUTH STREET) TRUST*

Dear Trustee,

A meeting of the FARNHAM (SOUTH STREET) TRUST will be held in the Council Chamber, South Street, Farnham on Thursday, 21st September 2017 at the conclusion of the Council meeting.

Yours sincerely

Iain Lynch
Town Clerk

FARNHAM (SOUTH STREET) TRUST
Charity Commission Number – 1146152

AGENDA

Thursday 21st September 2017 at 7.30pm
(or at the conclusion of the Council meeting, whichever is later)

1 APOLOGIES FOR ABSENCE

To receive any apologies for absence.

2 DISCLOSURE OF INTERESTS

To receive from Trustees, in respect of any items included on the agenda for this meeting, declarations of disclosable pecuniary or personal interests in accordance with the Council's Code of Conduct. A copy of the form for completion is attached to this agenda.

NOTES:

Members are requested to make declarations of interest, attached, to be returned to fsst@farnham.gov.uk. Alternatively, members are requested to make declarations of interest on the relevant form to hand to an officer before the start of the meeting. Members are reminded that any member of the Trust declaring a disclosable pecuniary interest is required to withdraw from the meeting unless a dispensation has been granted.

3 ELECTION OF CHAIRMAN

To elect a Chairman for the Municipal Year 2017/18 (traditionally the Mayor)

4 ELECTION OF VICE-CHAIRMAN

To elect a Vice-Chairman for the Municipal Year 2017/18 (traditionally the Deputy Mayor).

5 ELECTION OF HONORARY SECRETARY

To elect an Honorary Secretary for the Municipal Year 2017/18.

6 ELECTION OF HONORARY TREASURER

To elect an Honorary Treasurer for the Municipal Year 2017/18.

7 MINUTES

To agree the minutes of the meeting held on Thursday 9th March 2017 at Appendix A.

Appendix A

8 TRUST ADMINISTRATION

To agree the Draft Accounts and Annual Trustee Report on activity for the 2016/17 financial year, attached at Appendix B to this agenda for submission to the Independent Examiner

Appendix B

9 APPLICATIONS

To consider any applications received for funding in the current financial year.

10 APPOINTMENT OF INDEPENDENT EXAMINER

To agree the appointment of R. J. Smith, FCA of Milne Eldridge & Co as the Independent Examiner for 2017/18.

11 DATE OF NEXT MEETING

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



FARNHAM SOUTH STREET TRUST

Disclosure of Interests Form

The South Street Trust follows the Code of Conduct for Councillors of Farnham Town Council.

Notification by a Trustee of a disclosable pecuniary interest in a matter under consideration at a meeting (in accordance with Charity Commission requirements and the Localism Act 2011).

Please use the form below to state in which Agenda Items you have an interest.

If you have a disclosable pecuniary or other interest in an item, please indicate whether you wish to speak (refer to Farnham Town Council's Code of Conduct for details)

I hereby declare, that I have a disclosable pecuniary or personal interest in the following matter(s).

Date of meeting: Thursday 21st September 2017

Name of Councillor:

Agenda Item No	Nature of interest (please tick)	Type of interest (disclosable pecuniary or Other) and reason

* Delete as appropriate

A

Minutes

FSST FARNHAM (SOUTH STREET) TRUST

Charity Commission Number – 1146152

Minutes of the Farnham Town Council sitting as the Trustee of the Farnham (South Street) Trust on Thursday 10 March 2017

Meeting commenced at the conclusion of the Council Meeting, at 8.05pm

Councillors acting as Trustee

- * John Ward (Mayor of Farnham)
- * Mike Hodge (Deputy Mayor)

- * David Attfield
- * David Beaman
- * Carole Cockburn
- * Paula Dunsmore
- * John Scotty Fraser
- * Pat Frost
- A Jill Hargreaves
- A Stephen Hill
- * Sam Hollins-Owen
- * Mike Hyman
- * Andy Macleod
- A Kika Mirylees
- * Julia Potts
- * Susan Redfern
- * Jeremy Ricketts
- * John Williamson

* Present

A Apologies for absence

Officers in Attendance:

Iain Lynch (Town Clerk)
Ian Kershaw (Team Leader)
Stephanie Spence (Corporate Governance Officer)

FSST 01/17

APOLOGIES FOR ABSENCE

Apologies were received from Cllr Hargreaves, Hill and Mirylees

FSST 02/17

MINUTES

The minutes of the meeting held on 3rd November 2016 were agreed.

FSST 03/17

DISCLOSURE OF INTERESTS

Disclosures of interest were received from:

Name	Agenda Item	Subject	Type of Interest	Reason
Cllr Frost		Grants	Pecuniary Personal	Trustee of 40 Degreez Member of Farnham Maltings Association County Councillor
Cllr Williamson		Grants	Pecuniary	Governor of St Andrew's School
Cllr Potts		Grants	Personal	Waverley Observer on Farnham Maltings Board
Cllr Hill		Grants	Personal	Waverley representative on New Ashgate Gallery
Cllr Hollins-Owen		Grants	Personal	Observer on Woodlarks and New Ashgate Gallery
Cllr Cockburn		Grants	Pecuniary Personal	Trustee of Woodlarks Observer on 40 Degreez and on Brightwells Gostrey Centre
Cllr Fraser		Grants - Hale Explorers	Personal	Scout Leader

FSST 04/16

ALLOCATIONS TO BENEFICIARIES 2016/17

The Trustee noted that investment income for the year was expected to be in the order of £23,000. Applications had been received for just under £43,000 for the 2017/18 year. The Trustee, as recommended by the Executive Group, resolved to award grants of **£20,550 en bloc** as listed at Annex 1. It was noted that this would leave a small sum available for distribution later in the year if additional requests were received or for reinvestment.

FSST 05/16

DATE OF NEXT MEETING

It was noted that the date of the next meeting would be agreed at a later date.

The meeting closed at 8.12 pm

Date:

Chairman:

Notes taken by Iain Lynch

List of Grants agreed for 2017/18

Organisation Applicant	Amount Requested	Cost of Project	FSST Grant 2017/18	Project Name & Project Summary	Project Description
Badshot Lea Village Infant School	2600	4350	£2000	Let it Grow: art and the learning environment	Creation of glass sculptures to complement the new pond and wildlife garden. Funding would pay for an artist to work with the children and create the sculptures.
St Polycarp's Catholic Primary School	3000	3000	£1500	Inspirational Totem Pole	Creation of a carved wooden totem pole to complement the school garden. The children will identify spiritual scenes and then work with an artist in residence to incorporate these into a totem pole.
Phyllis Tuckwell Hospice Care	1000	1500	£750	Brush with Art	Provision of materials for a volunteer run class for clients referred for supportive or end of life care.
40 Degreez	700	1100	£500	Giant Mural	Creation of a large mural for the plain hall wall representing the vision of young people for Farnham and 40 Degreez
Surrey Adult Learning Farnham Centre	3000	3000	0	Pottery, Art and Craft - Farnham Adult Learning	Purchase of clay, art materials and mosaics for projects in the New Arts and Crafts Studio
Farnham Heath End School	900	900	£450	Sculpture workshop	Students will be introduced to a practicing artist and engage in willow weaving sculpture and alternative sculpture techniques.
Sandy Hill Community Bungalow	930	1240	0	Children's Healthy Eating Workshops	Healthy eating workshops for girls aged 11-16

Creative Response (Arts) Ltd	2000	9000	£500	Peer Support Group	An artist in residence will assist a group with art and craft skills alongside computer skills, social media and marketing to assist clients making transition from services into voluntary positions, education and paid employment.
Hale School	1000	1000	£750	The Blue Abyss	To create a large wooden 3D artistic piece with an underwater theme. 55 Year 4 pupils will be supported by a sculpture artist to explore a media that they would not normally be familiar with alongside a professional inspired by nature and using natural materials especially wood.
St Mary's C of E Infant School	500	670	£300	Pottery Art Workshops	Workshops for all three years of the Infant School using clay to help them look at the natural world around them and create pieces with their hands.
Farnham Art and Design Education Group	1200	1200	£600	The Big Draw	For the 10th event of its kind creating a community drawn mapping of Farnham and the local environment on to fabric hangings which will explore its geography, creative culture and day to day working environment.
Rural Life Centre	1000	1000	£500	The Big Draw	To take part in the national Big Draw run by the Arts Education Charity supported by an artist in residence
Frensham Heights	2000	2000	£750	Environment and Ecology	To fund two artist in residence programmes for a textile practitioner and a painter, photographer or ceramicist
Highfield South Farnham School	1500	2850	£1500	Celebrate	Engaging an artist(s) to work with Year 6 pupils to develop skills needed to make a piece of art inspired by identity, installation and celebration of the whole unique project with display/event for all parents and school to admire.

William Cobbett Primary School	1050	1050	£750	Collage Creative Fun	All infant classes to participate in a workshop one year group/day. Workshops would provide tuition and materials to create a number of permanent outside Perspex screens to decorate the outside play area. Each would contain a colourful collage to bring some life to the outdoor area.
The Woodlarks Centre	3000	3000	0	Ceramic Sculpture of Woodlarks Logo	To fund UCA students to make a sculpture of the Woodlarks Logo to stand at the entrance to the centre and promote it to volunteers and friends.
Folly Hill Infant School	660	660	£300	Playground Mural Project	The children will work with an artist to make designs for the playground wall. The designs will then be used to make a mural from masonry paint and graffiti by a local artist.
St Andrews Infants	1000	1400	£700	Tree Mural - mini beast area	To allow pupils to design and create a lasting mural for the school grounds focussing on the environmental science of our smallest creatures. Facilitated by an artist and covering site survey, design ideas, wall preparation, transfer of design to wall and painting details of the overall mural.
The Abbey School	2710	2710	2000	Sensory site specific art project	To fund a local artist with specialist 3D skills in making outdoor durable art works to help the students create sensory artefacts to build an eye catching and stimulating environment around a newly funded classroom log cabin in the schools natural wild area of garden
Blooming Art CIC	1775	2125	£1000	Blooming Art 2017	A free art entry in support of Farnham in Bloom. Entrants will be challenged to make a collage on the theme "Cycle" and will be encouraged to use recycled material in their work. Grant will support the running of workshops and an exhibition

Farnham Maltings	3070	3520	£1500	Pop-up Craft	Providing accessible drop-in workshops for families to engage in creative activities free of charge. Each session is artist led with projects that are linked to an individual event and are suitable for children from a broad age range accompanied by an adult. Events take place once a month on average.
The New Ashgate Gallery	1725	2225	£1000	Making Space Craft Workshops	Arising from the exhibition by Making Space (a regional craft development and education organisation in June to August) 3 of the exhibiting artists will lead visual arts workshops engaging children and their families in thinking, designing, making and doing. There will also be 3 <i>In Conversation</i> events with each of the visiting artists.
Potters Gate Primary School	2400	5000	£1000	Artist in Residence	To provide the children and community of Potters Gate with a calm and mindful area in the grounds to support reflective time. The area will have seating and art work created by community artist Ruth Wheeler from natural resources and that will fit in with the natural environment. Ruth will work with the children from the school to create the artwork which can be used for seating and reflective time.
Opportunities Community Project	1401	1761	£1200	Community Craft	Three nine week terms providing spinning, glass painting, wood and leather burning; felting, basket weaving and crochet; clay work
The Dance Movement	2761	2761	£1000	Bloomin' Sewing	Prop and costume making project to support Farnham in Bloom and the community dance event, Farnham Blooming.
TOTALS	£42,882	£59,022	£20,550		



Charity Commission
Number – 1146152

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

TRUSTEE'S REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2017

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LEGAL AND ADMINISTRATIVE INFORMATION

Charity Number 1146152

Trustee: All Members of Farnham Town Council act as the Trustee

Principal address

Council Offices
South Street
Farnham
Surrey
GU9 7RN

Bankers

HSBC
33 The Borough
Farnham
Surrey
GU9 7NJ

Independent Examiner

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

TRUSTEE'S REPORT

FOR THE YEAR ENDED 31ST MARCH 2017

The Trustee presents its report and accounts for the year ended 31st March 2017

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

Administrative Details of the Charity, its Trustees and Advisers

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

Farnham Town Council is the trustee of the charity. The Council members who acted as trustees to the charity during the year ended 31st March 2017 were as follows:

D. Attfield	A. Mcleod
D. Beaman	Mrs K. Mirylees
Mr. J Fraser	Ms J. Potts
Mrs. P. Frost	Mrs. S. Redfern
Mrs. J. Hargreaves	J. Ricketts
S. Hill	J. Ward
M. Hodge	J. Williamson
Mrs. S. Hollins-Owen	
M. Hyman	

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

Structure, governance and management

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

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

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

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

Objective and activities

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

TRUSTEE'S REPORT
FOR THE YEAR ENDED 31ST MARCH 2017

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

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

Achievements and performance

In order to achieve its objective the charity made grants in respect of the year ended 31st March 2017 to the following organisations:

Grants paid on or before 31st March 2017:

Organisation	Amount
Abbey School	£800.00
Brightwells Gostrey Centre	£1,000.00
Creative Response Ltd	£850.00
The Dance Movement	£500.00
Farnham Art and Design Education Group (FADEG)	£1,000.00
Farnham Heath End School	£500.00
Farnham Maltings	£1,000.00
Folly Hill Infant School	£1,000.00
Hale Explorers	£500.00
Jo Aylwin Studio and Gallery	£1,000.00
New Ashgate Gallery	£900.00
Opportunities Community Project	£1,140.00
Post 19	£1,400.00
Rural Life Centre	£505.00
St Andrews Infant School	£600.00
St Andrews PCC	£150.00
St Marys Infant School	£500.00
St Peters Primary School	£1,300.00
The Garden Gallery of Farnham	£600.00
The 40 Degreez Centre	£600.00
318 Ceramics	£600.00
Weydon School	£1,000.00
TOTAL	£17,445

Financial review

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

The income received by the charity from its investments during the year ended 31st March 2017 totalled £22,544 and as noted above it made grants amounting to £17,445, in relation to grant applications for the 2016/17 year.

The value of the charity's investment grew from £707,773 as at 31st March 2016, to £828,548 as at 31st March 2017.

Future plans

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

Sign:

Print Name:

For and on behalf of Farnham Town Council (the Trustee)

Dated.....

STATEMENT OF TRUSTEE'S RESPONSIBILITIES

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

In preparing these financial statements, the trustees are required to:

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

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

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

I report on the accounts for the year ended 31st March 2017 set out on pages 7 to 9.

Respective responsibilities of trustees and examiner

The charity's Trustee is responsible for the preparation of the accounts. The charity's Trustee considers that, whilst an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act), an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to 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 Trustee 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 statement

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 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- (2) to which in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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

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

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31ST MARCH 2017**

	<u>Unrestricted</u> <u>funds</u> £	<u>Endowment</u> <u>funds</u> £	<u>2017</u> <u>Total</u> £	<u>2016</u> <u>Total</u> £
INCOMING RESOURCES				
Incoming resources from generated funds				
Investment income	22,544	-	22,544	22,474
	-----	-----	-----	-----
TOTAL INCOMING RESOURCES	22,544	-	22,544	22,474
	-----	-----	-----	-----
RESOURCES EXPENDED				
Charitable activities				
Charitable expenditure (Grants):	17,445	-	17,445	22,030
Bank charges	-	-	-	-
Cost of independent examination	611	-	611	577
Total Expenditure	18,056	-	18,056	21,307
	-----	-----	-----	-----
NET INCOME/ (EXPENDITURE) BEFORE GAINS AND LOSSES ON INVESTMENTS				
	4,488	-	4,488	1,168
Gains/(Losses) on investment assets	-	120,775	120,775	(25,852)
	-----	-----	-----	-----
NET MOVEMENTS IN FUNDS	4,488	120,775	125,263	(24,684)
	-----	-----	-----	-----
TOTAL FUNDS BROUGHT FORWARD	51,911	707,773	759,684	784,368
	-----	-----	-----	-----
TOTAL FUNDS CARRIED FORWARD	56,399	828,548	884,947	£759,684
	-----	-----	-----	-----

BALANCE SHEET
AT 31ST MARCH 2017

	<u>Unrestricted</u> <u>funds</u> £	<u>Endowment</u> <u>funds</u> £	<u>2017</u> <u>Total</u> £	<u>2016</u> <u>Total</u> £
FIXED ASSETS				
Investments	-	828,548	828,548	707,773
	-----	-----	-----	-----
TOTAL FIXED ASSETS	-	828,548	828,548	707,773
	-----	-----	-----	-----
CURRENT ASSETS				
Cash at bank	56,993	-	56,993	52,488
CREDITORS: amounts falling due within one year	594	-	594	577
	-----	-----	-----	-----
NET CURRENT ASSETS	56,399	-	56,399	51,911
	-----	-----	-----	-----
TOTAL ASSETS LESS CURRENT LIABILITIES	56,399	828,548	884,947	759,684
	-----	-----	-----	-----
FUNDS OF THE CHARITY				
Unrestricted funds	56,399	-	56,399	51,911
Endowment funds	-	828,548	828,548	707,773
	-----	-----	-----	-----
TOTAL FUNDS	56,399	828,548	884,947	759,684
	-----	-----	-----	-----

DECLARATION

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

The financial statements for the year ended 31st March 2017 are approved by the Trustee.

.....

For and on behalf of Farnham Town Council (Trustee)

Date:

FARNHAM SCHOOL OF SCIENCE AND ART
NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST MARCH 2017

1. ACCOUNTING POLICIES

1.1 Basis of Preparation

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

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

1.2 Accumulated funds

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

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

1.3 Investments

Investment income is included in the accounts when receivable.

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

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

2 GRANTS

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

3 FIXED ASSET INVESTMENTS

	£
Market value at beginning of year	707,773
Net (loss)/gain on revaluation	120,775

Market value at end of year	£828,548

The charity's investment assets are represented by holdings in Charinco and Charishare Common Investment Funds. Both these funds are registered in the United Kingdom.

4 TRUSTEE

The Trustee received no remuneration or expenses from the charity during the year.

5 CHARITY STATUS

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