

Charity number
1089683

GATWICK AIRPORT COMMUNITY TRUST
TRUSTEES' REPORT AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

GATWICK AIRPORT COMMUNITY TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

Jo Rettie (Chairman)
Julie Ayres
Richard Burrett
Alan Jones
Bernard Kendall
Graham Knight
Liz McDermid
Brian Quinn (Resigned 26 April 2019)
Chris Townsend (Resigned 3 May 2019)
Raj Sharma (Appointed 9 October 2019)

Principal office

Springfield House
Springfield Road
Horsham
West Sussex
RH12 2RG

Independent examiner

Graham Hunt FCA
Kreston Reeves LLP
Springfield House
Springfield Road
Horsham
West Sussex
RH12 2RG

Bankers

Lloyds TSB Bank Plc
High Street
Horley

Charity registration number

1089683

GATWICK AIRPORT COMMUNITY TRUST

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GATWICK AIRPORT COMMUNITY TRUST

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2019

This is the eighteenth report of Gatwick Airport Community Trust ("the Trust") to the community and the nominating bodies for the year ended 31 December 2019.

REFERENCE AND ADMINISTRATIVE DETAILS

The Trustees are listed on the legal and administrative information page, together with the details of the charity's bankers, Independent Examiner, the charity registration number and the principal office.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trust was set up as an independent charity by agreement between West Sussex County Council, Crawley Borough Council and Gatwick Airport Limited ('GAL'). Setting up a community trust was one of the legally binding obligations which formed part of the legal agreement signed by GAL and local authorities following publication of the airport's sustainable development strategy. The Trust was registered as a charity on 6 December 2001.

The parties to the agreement together with other local councils, airport users and bodies, and an environmental organisation have the right to nominate persons for appointment as Trustees. Details of nomination rights are set out below. Appointment of nominees as Trustees is made by the board of Trustees. Trustees serve on a voluntary basis.

The Trust deed provides for three Trustees to serve for a period of 5 years (one each from West Sussex CC and Borough Councils, Surrey CC and District Councils, and GAL), and for other Trustees to serve for four years from the date of their individual appointment.

The Trustees have identified the potential risks to which the Trust is exposed, and are satisfied that they have established systems and procedures to mitigate those risks to an acceptable level. The Trustees reviewed their strategy in October 2018 and it was updated in January 2019. They periodically review performance against budget.

The Trust is managed by the Trustees who are listed on the Legal and Administrative Information page. The Trust had no employees during the year.

In preparing the annual report and financial statements the Trustees have adopted the provisions of the Charities Statement of Recommended Practice FRS 102 (second edition - October 2019).

OBJECTIVES AND ACTIVITIES

The objects of the Trust are that 'the Trustees shall hold the Trust fund and its income upon Trust to apply them for such charitable purposes as the Trustees from time to time determine within the area of benefit' (as shown on the map attached to the trust deed) 'for the benefit of those living or working in or visiting the area of benefit and in particular in any area directly affected by operations at Gatwick Airport.'

The Trust's activity is to make grants in accordance with the objects of the charity. Full details of the grant making policies can be found on the website www.gact.org.uk.

The Trustees have identified many social and environmental categories suitable for financial help within the objects of the Trust. These include projects that are of special help to different sections of the community such as the young, the disabled and the elderly; projects that benefit community life or improve community facilities; arts, cultural or sports projects; environmental or conservation schemes. The Trustees plan to continue this support in future.

Public Benefit Reporting

The Trustees have due regard to the Charity Commission guidance on public benefit whilst setting the objects and activities of the charity. See details above on how the charity's activities provide public benefit.

GATWICK AIRPORT COMMUNITY TRUST

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2019

ACHIEVEMENTS AND PERFORMANCE

A total of 133 applications were received by the closing date in February 2019 and the total sum applied for was £549,326. The Trustees carried out the review process, the outcome of which was to make grants to 97 organisations amounting to a total of £174,722. One larger grant award of £12,000 was awarded to Lindfield Cricket Club but other grant awards were mainly between £1,000 and £5,000.

The analysis of grants by size is given in note 5 to the financial statements. Some grants were made on a conditional basis, and the Trustees called for an end-of-project report (to be submitted by the end of the year) from all organisations who received grants to ensure that the grants had been/were being used in accordance with the applications.

FINANCIAL REVIEW

Current Financial Position

Under the Agreement signed in December 2008 between West Sussex CC, Crawley Borough Council and Gatwick Airport Limited, commencing in April 2009, Gatwick Airport Ltd made donations to the Trust until 2017 which was then extended to 2018.

Gatwick Airport Ltd has informed the Trust that the Memorandum of Understanding with Crawley Borough Council has been extended to include the continuation of funding for a further two years, taking us to the end of 2020. I have been informed that for the next financial period the Trust will be looked at again in conjunction with Gatwick Airport's Master Plan and a new funding arrangement will be decided. Gatwick Airport Limited also collects and passes to the Trust fines set by the UK Government on those aircraft that infringe any noise limits on take-off at Gatwick airport.

In 2019 the Trust received income of:

- £224,000 from GAL (2018: £218,000)
- £500 from GAL in relation to noise fines (2018: £nil)

Expenditure includes operating costs of £19,561 (2018: £23,209).

Reserves

The Charity Commission defines reserves as "income which becomes available to the charity and is to be expended at the trustees' discretion in furtherance of the charity's objects, but is not yet spent, committed or designated".

The Trustees' policy is to distribute funds to organisations in the area of benefit as soon as reasonably practicable, whilst retaining a sensible amount on deposit in the light of possible future requirements. The Trustees believe that 6 months of the budgeted annual operating costs should be held as unrestricted funds, approximately £8,500. This policy is reviewed annually.

The trustees are aware that the reserves balance as at 31 December 2019 is higher than normal. This is expected to be reduced in the year ended 31 December 2020 as more applications are expected to be received and larger grants awarded.

The total reserves carried forward at 31 December 2019 were £51,741 (2018: £10,558). No part of this represents a designated or restricted fund.

GATWICK AIRPORT COMMUNITY TRUST


REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2019

POST BALANCE SHEET EVENTS

Covid-19

In March 2020 the UK government introduced social distancing measures in a response to the COVID-19 pandemic. Whilst there is no immediate impact on the charity, the Trustees acknowledge that the current funding agreement only applies to the end of 2020. A new funding arrangement for 2021 will need to be agreed with Gatwick Airport Limited, who have been directly impacted as a result of the pandemic. Any change in future funding levels may require the Trustees to review their grant making policy and this will be considered in the next financial year. At this time the Trustees consider it appropriate to continue to adopt the going concern basis in preparing the financial statements.

Approved by the Trustees on 28 May 2020 and signed on behalf of the trustees by 

Jo Rettie
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
GATWICK AIRPORT COMMUNITY TRUST**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2019 which are set out on pages 4 to 9.

Responsibilities and basis of report

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

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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 Act.

Independent examiner's statement

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

- accounting records were not kept in respect of the charity as required by section 130 of the Act; or
- the accounts do not accord with those records; or
- 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.



**Graham Hunt FCA
Kreston Reeves LLP
Springfield House
Springfield Road
Horsham
West Sussex
RH12 2RG**

Date: 28 May 2020

GATWICK AIRPORT COMMUNITY TRUST
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2019

	Notes	2019 Unrestricted Funds £	2018 Unrestricted Funds £
INCOME FROM:			
Donations			
Donations from Gatwick Airport Limited		224,000	218,000
Other income		500	-
Total income:		224,500	218,000
EXPENDITURE ON:			
Charitable activities:			
Cost of grant provision:			
Advertising & marketing		473	2,406
Printing, mailing and processing services		958	853
Executive assistant		13,611	16,562
Telephone & Internet		100	-
Travel & Subsistence		305	-
Insurance		822	658
Depreciation		42	-
Grants:			
Grants awarded	5	174,722	207,582
Grants not taken up, or cancelled		(10,966)	(5,400)
Grants refunded		-	(1,548)
Support costs:			
Accountancy fees		2,650	2,130
Independent examination fees	6	600	600
Total expenditure:		183,317	223,843
Net income/(expenditure)		41,183	(5,843)
Net movement in funds		41,183	(5,843)
Reconciliation of funds:			
Total funds brought forward		10,558	16,401
Total funds carried forward		51,741	10,558

All income and expenditure derive from continuing activities.

The charity has no recognised gains or losses for the year other than the results above.

GATWICK AIRPORT COMMUNITY TRUST

BALANCE SHEET

As at 31 December 2019

	Notes	£	2019 £	£	2018 £
Fixed assets					
Tangible assets	2		710		-
Current assets					
Debtors	3	384		548	
Cash at bank		83,101		71,636	
		<u>83,485</u>		<u>72,184</u>	
Creditors: amounts falling due within one year	4	(32,454)		(61,626)	
Net current assets			<u>51,031</u>		<u>10,558</u>
			<u>51,741</u>		<u>10,558</u>
Unrestricted funds			<u>51,741</u>		<u>10,558</u>

Approved by the Trustees on 28 MAY 2020 and signed on behalf of the Trustees by [Signature]

Jo Rettie
Trustee

GATWICK AIRPORT COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Principal accounting policies

Basis of preparation

Gatwick Airport Community Trust is a registered charity in England. The address of the principal office is given in the charity information page of these financial statements.

The financial statements are prepared under the historical cost convention and 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) (second edition - October 2019), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Charities Act 2011. The charity constitutes a public benefit entity as defined by FRS 102.

The charity does not include a cash flow statement on the grounds that it is a small charity.

The financial statements are prepared on a going concern basis. They are presented in sterling which is the functional currency of the charity and rounded to the nearest £.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the charity.

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 from Gatwick Airport Limited under the Agreement are recognised when the Trust has been notified in writing of both the amount and settlement date.

Donated facilities

On receipt, donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

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 support them.

Grants payable are payments made to third parties in the furtherance of the charitable objectives. Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the Statement of Financial Activities once the recipient of the grant has provided the specific service or output.

Grants payable are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity.

GATWICK AIRPORT COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

Support and governance costs

Support costs have been allocated between governance costs and costs of grant provision. Governance costs include costs of the preparation and examination of the statutory accounts.

Depreciation

Depreciation is provided on tangible fixed assets to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Computer equipment 3 years straight line

Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

2 Tangible fixed assets

	Office equipment £
Cost	
At beginning of year	351
Additions	752
At end of year	1,103
Depreciation	
At beginning of year	351
Charge for the year	42
At end of year	393
Net book value	
At 31 December 2019	710
<i>At 31 December 2018</i>	<i>-</i>

3 Debtors	2019	<i>2018</i>
	£	£
Prepayments	384	<i>548</i>
4 Creditors: amounts falling due within one year	2019	<i>2018</i>
	£	£
Accruals	3,254	<i>2,876</i>
Grants not yet paid	29,200	<i>58,750</i>
	32,454	<i>61,626</i>

GATWICK AIRPORT COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

5 Grants

In 2019, Gatwick Airport Community Trust awarded a total of £174,722 (2018: £207,582) to 97 successful applicants (2018: 102). Grants awarded covered all the eligible categories – young adults, children, the elderly, the disabled and disadvantaged, community and community facilities, environmental projects, sports and recreation and arts, theatre and music.

Grants were awarded right across the Area of Benefit which includes parts of East, West and Mid Sussex, Surrey and West Kent. Amongst the major towns in this area are Crawley, Horley, East Grinstead, Horsham, Oxted, Dorking, Reigate & Redhill, Crowborough, Tunbridge Wells and Haywards Heath.

Every year a number of the grants awarded are conditional and are only paid out once the conditions (e.g. planning permission or further funding) have been met.

Of the 97 successful applications (2018: 102) 10 grants (2018: 10) were for £3,000 and over and these are listed below.

The remaining 87 grants in 2019 ranged from £500 to £2,870 each.

<u>Organisation</u>	<u>2019 Grants Awarded</u>	
Crawley Open House	£20,000	(£10,000 in 2018 and £10,000 in 2019)
Lindfield Cricket Club	£12,000	
Wivelsfield Village Hall & Recreation Ground	£5,000	
Southwater First Responders	£4,800	
Rockinghorse Children's Charity	£3,000	
Children's Safety Education Foundation	£3,000	
Penshurst Park Cricket Club	£3,000	
Police Community Clubs of Great Britain	£3,000	
Happy Hours Pre-School	£3,000	
Copthorne Youth Football Club	£3,000	

<u>Organisation</u>	<u>2018 Grants Awarded</u>	
Crawley Open House	£20,000	(£10,000 in 2018 and £10,000 in 2019)
Forest Row Youth & Community Co.	£7,500	
Brockham Village Hall	£5,000	
Kent & Medway Charity Team Crawley Project	£4,450	
The Olive Tree Cancer Support Centre, Horsham	£4,000	
Coldharbour Sports & Social Club	£3,500	
St. Mark's Church Reigate	£3,000	
Cuckfield Cottage Homes Trust	£3,000	
St. Peter & St. James Hospice	£3,000	
Rainbow's End Pre-School, Ewhurst	£3,000	

GATWICK AIRPORT COMMUNITY TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

6 Independent examiner

Total remuneration for the year amounted to £600 (2018: £600).

7 Trustees' remuneration

No trustees received any remuneration or were reimbursed expenses during the year (2018: £nil).

8 Related party transactions

There were no related party transactions in the year.

9 Controlling entity

The charity is controlled by the trustees.