

Company number 6546586  
Charity number 1124014

**The Make A Difference Trust**

**(Limited by Guarantee)**

**Report and Financial Statements**

**for the year ended 30 April 2017**

**Breckman & Company Ltd  
Chartered Certified Accountants  
49 South Molton Street  
London W1K 5LH**



# **The Make A Difference Trust**

**(Limited by Guarantee)**

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## **The Make A Difference Trust**

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### **Reference and Administrative Details**

#### **Constitution**

The company is incorporated under the Companies Act, company number 6546586 and its governing document is its Memorandum and Articles of Association. The company is a registered charity, number 1124014.

#### **Directors and trustees**

The directors of the charitable company (The Make A Difference Trust) are its trustees for the purpose of charity law and throughout this report are collectively referred to as the trustees.

Policies and procedures adopted for the induction and training of trustees are ongoing and incorporated indirectly into the regular trustees meetings.

The trustees during the year and since the year end, were :

John Forni  
Simon Grigg  
Patrick Holzen  
Daniele Soderkent            appointed 9 January 2018  
Maggie Korde  
Richard Le Cocq  
Christian Pankhurst  
Fiona Tranter (Chair)

#### **Secretary**

John Forni

#### **Executive Producer**

David Pearson

#### **Administration manager**

Jeremy Ellis

#### **Independent Examiners**

Breckman & Company Ltd, Chartered Certified Accountants, 49 South Molton Street, London W1K 5LH.

#### **Bankers**

HSBC Bank plc, 16 King Street, Covent Garden, London WC2E 8JF.

#### **Solicitors**

Covington & Burling LLP, 265 Strand, Covent Garden, London WC2R 1BH.

#### **Registered office and operation address**

Unit 7, City Business Centre, Lower Road, London SE16 2XB.



# **The Make A Difference Trust**

**(Limited by Guarantee)**

## **Trustees' Report**



**FIGHTING HIV&AIDS ONE STAGE AT A TIME**

The trustees present their annual report together with the financial statements of the charity for the year ended 30 April 2017 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The reference and administrative details set out on page 1 forms part of this report. The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and 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).

### **HISTORICAL BACKGROUND**

While created in 2008 as a new entity, the history of The Make A Difference Trust lies in the group of volunteers who initially founded and worked to create *West End Cares* (Established in February 1990), and more recently *Theatrecares*, under the aegis of *Crusaid*. In 2008, the decision was made to separate from *Crusaid* and to establish a separately constituted structure to fulfil the revised vision and mission determined by that same group of volunteers.

### **PRINCIPAL ACTIVITY / PURPOSE**

The Make A Difference Trust has been created to support and educate 'individuals in need' living with long-term conditions who are in need of help during times of financial difficulty. In particular, this activity looks to support people working or who have worked within the theatre and entertainment community, with a particular focus on people living with HIV. We also provide organisations working within the HIV sector with grants.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Make A Difference Trust is a company limited by guarantee (Company Registration Number 06546586) and therefore has no share capital. The company was registered as a charity with the Charity Commission on 12 May 2008 (Charity Number 1124014) and is based at Unit 7 City Business Centre, Lower Road, London SE16 2XB, which is also the charity's registered office.

## **The Make A Difference Trust**

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### **Trustees' Report**

#### Governing Document

The Make A Difference Trust was incorporated on 27 March 2008 and is governed by its Memorandum and Articles of Association. The governing body of The Trust is its board of trustees, who are also directors for the purposes of company law.

Trustees who served during the year were:

Fiona Tranter (Chair)  
Patrick Holzen  
Maggie Korde  
Richard Le Cocq  
Rev Simon Grigg  
Dr John Forni  
Christian Pankhurst  
Daniele Soderkent

#### Board of Trustees (The Make A Difference Trust)

The Trust's governing board, which currently constitutes 8 trustees, meets at least six times a year to agree MADT's overall policy and direction in all areas of its work. This includes determining Trust's mission statement, charitable aims, objectives, fundraising assessment together with specific priorities in terms of types of grant and geographical locations in any given year. During the period under review the board was expanded to fill gaps in skills sets.

The day to day management of the charitable output during the period under review was managed by Alastair Hudson who was appointed as a consultant. The Charity Director is charged with understanding and pro-actively responding to the changing health and economic environment where impacts are directly relational to the work and progression of the charity. His period of consultancy ended in October 2016.

Following a three month probationary period as production manager Christopher Clegg left the employ of the charity.

The Board of Trustees and support committee's give their time and expertise voluntarily and receive no remuneration or any other emoluments from MADT.

#### Staff

Mr Jeremy Ellis was appointed as Office Administrator and commenced on 27 June 2016.

Mr David Pearson was appointed on a consultancy basis as Executive Producer and commenced on 12 June 2017

#### Volunteers

Volunteers continue to play a vital part in supporting the fundraising and charitable activities of The Trust. In addition to the Board of Trustees and various advice committees, the pool of volunteers is regularly called upon to support office administration and fundraising activities.

Volunteers allow The Make A Difference Trust to extend the skills base available to it beyond that of its staff and Trustees.

## **The Make A Difference Trust**

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### **Trustees' Report**

During 2016-2017, the Charity and its trading subsidiary have benefitted from the skills and contribution of over 1000 volunteers.

#### **OBJECTIVES AND ACTIVITIES**

Our values and charitable objectives are defined by the charity's belief that the entertainment industry and its supporters should have a dedicated and targeted sexual health support charity to provide education, awareness, support, care and a public voice. We believe communities and individuals, when given the right support, can change their own lives and in turn create a better civil society for all.

##### Objectives

The overall objectives of the charitable trust, as defined in the mission and vision statements, are:

##### *Mission*

Building on a legacy of over 25 years of fundraising by the theatre industry, The make A Difference Trust raises funds for HIV and AIDS projects that build awareness and provide care, support and education in the UK and Sub Saharan Africa.

##### *Vision*

A World in which people living with HIV and AIDS are treated with respect and can lead healthy lives.

A World where those who fundraise for us — namely the entertainment community - are supported when faced with hardship as a result of a long-term medical condition.

The Make A Difference Trust's charitable objectives are:

To relieve sickness and poverty, and to preserve health, in particular, but without limitation, providing assistance to those who suffer from Human Immune Deficiency Virus ('HIV'), and Acquired Immune Deficiency Syndrome ('AIDS').

The Trust aims:

1. To be transparent and accountable.
2. To be effective and responsive.
3. To achieve a positive impact.
4. To become a recognised fundraising, awareness and support service within the theatrical arts across the UK.
5. To work in partnership with a wide range of stakeholders.



## **The Make A Difference Trust**

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#### **Trustees' Report**

##### Activities

In pursuing its objectives, the Trust's current activities fall in to three main areas;

- 1a. Grant Making: The direct charitable activities consist of Grant Making activity in the form of:
  - UK Projects tackling issues of care, support, education and awareness on a national remit.
  - International Projects tackling care, support, education and awareness with a Southern Africa focus
- 1b. Service Provision:
  - Education and awareness projects in schools (Are you Positive?).
  - Peer to Peer Support - a new service offering one-to-one and group support for people in the theatre industry living with HIV.
2. Fundraising and Communications activities.
3. Management and Governance activities.

##### **STATEMENT OF PUBLIC BENEFIT**

In shaping our objectives for the year and planning our activities, the trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

These have particularly been noted in the current research and internal assessment of the charities outputs and whilst identifying the needs of its beneficiaries as a part of the onward growth of the charities work & its community impact.

The Make A Difference Trust continues to keep the need for positive impacts and greater public benefit at the core of all its activities.

The Trust continued its task of assessing, reviewing and restructuring the activity and output of the charity. The Make A Difference Trust continues to gauge industry opinion about its services as well as to speak to HIV sector stakeholders to identify what its most appropriate response should be in the current environment, and to ensure continued full purchase and ownership from the community the charity looks to serve.

The Hardship Fund was closed to application during this period and under review.

In addition to The Hardship Fund (Crisis Fund & Next Stage - Back To Work Program), The Trust focused on its ACT NOW! Program that was developed and introduced in 2014.

The aim of the ACT NOW! Program is to provide targeted sexual health education and prevention strategies on a national scale to the growing entertainment industry. The project provided the tools for prevention and HIV testing with onward social supports.

The period under review saw the continued development of "Are You Positive?" project. Are You Positive? is a Theatre In Education programme that explores young people's views on HIV and AIDS, raising awareness of the disease and how to protect themselves from contracting it. The performance is aimed at young people aged 14 years and upwards, and works with class sized groups. The 30 minute performance of the play; Are You Positive? is based on 3 true stories written by Professor Larry W Heimgartner, and also incorporates the latest HIV statistics from the UK and around the world.

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### **Trustees' Report**

The new assessment tool was reviewed and showed very positive results. Following the January strategy meeting it was decided to offer the project to Drama Schools to better reflect our fundraising base.

There was a marked increase in the grants made to our partners. The Trust has continued with its development and delivery of educational and orphan care services internationally and once again this has seen the highest growth rate for supporters to The Trust's work; young people from resource poor communities have been enabled to receive services including counseling, education, food security and social learning skills through The Trust's overseas support since 2008.

The Make A Difference Trust continues to be very proud of its placement in the entertainment industry and overall in the voluntary sector. The board considers that part of the Trust's charitable output is bringing together the theatre community at events, whether as production members or audience members, to fulfil the need of a shared and active community. This follows a desire expressed by our supporters within the theatre community.

A further challenge has been to manage the exponential growth of the charity in areas of brand, public awareness and industry response to ensure a long-term program of enhanced social return on investment for the industry and our supporters.

### **ACHIEVEMENTS AND PERFORMANCE**

The challenge of any organisation, which historically is known as a grant maker is to ensure that both those who support its work and the community it looks to serve feel ownership and agreement with any changes in process and output being made.

#### **1. GRANT MAKING & SERVICE PROVISION**

In line with the ethos of The Trust, it was decided to target the use of charitable funds in a way in which was felt to make the greatest impact. For this reason, the decision was made to continue with grant making program during the assessment and review period, and to direct funds towards the development and implementation of the services outlined. The priorities remained threefold: Need for HIV testing, Education & Awareness, and practical supports.



## The Make A Difference Trust

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### Trustees' Report

#### UK Grants

The Trust made six grants to UK partners during the reported period.

Charity name	Project	Grant Value £
<b>Addington Afro Ethno</b>	Out Reach Activities/ Peer Support	<b>5,000</b>
<b>Chelsea and Westminster Hospital NHS Foundation</b>	BeYou+ Mobile Health Application	<b>8,500</b>
<b>Sahir House</b>	Liverpool Collaborative Community	<b>7,990</b>
<b>The Food Chain</b>	Nutrition	<b>6,520</b>
<b>NAZ</b>	Joyful Noise Choir	<b>5,000</b>
<b>Positive East</b>	Assure Women's Project	<b>7,500</b>
<b>TOTAL UK Grants</b>		<b>40,510</b>

#### UK Services

##### **A. ACT NOW! – Are You Positive? Program**

Following the review of the script and HIV training for all actors involved in the project, a small tour was launched. A new assessment tool was also trialed. A larger tour will take place in 2018 subject to board review and approval. A regular review will take place each year to ensure facts and statistics are up to date.

##### **B. West End Cares Fund** has been launched with the following initiative:

Peer to Peer support service. A soft launch happened during September 2017.



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**Trustees' Report**

**INTERNATIONAL Grants**

We continued to support those in need in Sub-Saharan Africa by granting to the following worthy charities:

Charity name	Country	Grant Value £
Helderberg Street People's Centre	South Africa	5,000
Ubuntu Pathways	South Africa	20,000
AIDS Orphans	Kenya	13,760
<b>TOTAL INTERNATIONAL GRANTS</b>		<b>38,760</b>

**Monitoring and Evaluation**

In line with best practice and following guidance set out by professional bodies such as AIDS Funders Forum and IOF, a proportionate percentage of time and costs are allocated to impact monitoring and evaluation of programs supported by the Board of Trustees. These form an internal report to educate and direct the trustees, as well as a feedback to grantees to support their onward development.

## **2. FUNDRAISING AND COMMUNICATIONS**

Like all charities and businesses, The Make A Difference Trust operates in a very challenging and competitive economic environment. Because the trust raises a substantial amount of funds through theatrical events it has found there has been little or no fall in income from these events.

The charity derives income from both donated and earned income sources. At its current stage of development, and with limited resources, the Trust acknowledges that its streams of income are limited. The majority of its income is brought in through event delivery and community engagement projects, with the World AIDS Day Bucket Appeal being the most significant 'non-event' income line.

It is the intention of the charity to continue to focus on event fundraising in light of charity fatigue and competition from other worthy causes for donations and funds.

## **The Make A Difference Trust**

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### **Trustees' Report**

#### **FUNDRAISING**

##### ***Donated Income***

##### **World Aids Day Bucket Collection Appeal**

The largest single appeal by The Trust was its World AIDS Day Theatre Bucket Collections Appeal held in December 2016 around International World AIDS Day (1 December) , which raised after costs: £92,477. One of the most successful bucket collections for several years.

The Trust continues to gratefully acknowledge the continued support of all Theatre Owners, Theatre Management and Staff, Producers, Casts, Backstage Staff, Volunteers and Theatregoers for their generous support of this year's Appeal.

The Trust continues to be indebted to *Broadway Cares / Equity Fights AIDS*, for the support and advice that Tom Viola (Executive Director) and all the staff at *Broadway Cares* continue to provide to The Make A Difference Trust, its staff and supporters.

The Trust acknowledges the importance of 'community fundraising' as a vital tool in its fundraising portfolio.

The Make A Difference Trust will look to develop and grow its portfolio of donated income streams over the next few years, and has identified the importance of schools and universities in this goal. As well as raising funds, these establishments are vital in the education and raising awareness about HIV & AIDS at grass roots level, with a particular focus on the development of fundraising income streams alongside the *Are You Positive?* Program.

##### ***Earned Income***

The *earned income* is generated as a result of the fundraising events produced by TheatreMAD brand. The trust continues to concentrate on building & maintaining the profile of the TheatreMAD brand, before looking to establish the other brands.

In 2016/17, the Trusts events raised £72,251 (NET); from fundraising events produced by TheatreMAD, including:



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<b>Event</b>	<b>Net Profit Raised £</b>
<b>A MAD Drag Night</b>	5,001
<b>West End Bares</b>	42,174
<b>West End Christmas</b>	11,485
<b>Disaster! One off event</b>	11,294
<b>Cabaret Season 2016</b>	2,297

In addition to the funds raised from these events, they continue to play a vital role in building the profile of the charity, and provide a platform from which to communicate about the work that the Charity does in educating, caring and supporting the community about HIV and AIDS. This is an immeasurable benefit. The events also continue to build the sense of community within our main support group.

The Trust gratefully acknowledges the invaluable in-kind support of its fundraising activities from a wide range of individual & corporate supporters as well as a strong & growing team of dedicated volunteers.

#### **COMMUNICATIONS**

The Make A Difference Trust continues to look for ways to build up support and awareness of The Trust and its fundraising family. This has been assisted in a large part due to an increase in the use of social networking, including Facebook & Twitter, in addition to the newsletters and 'targeted advertising'. These platforms have greatly increased the charity's ability to inform supporters & donors about our fundraising activities and the impact of our work.

The website has been redesigned and refocused to improve charitable awareness and social messaging in to the promotion and delivery of events and other communications.

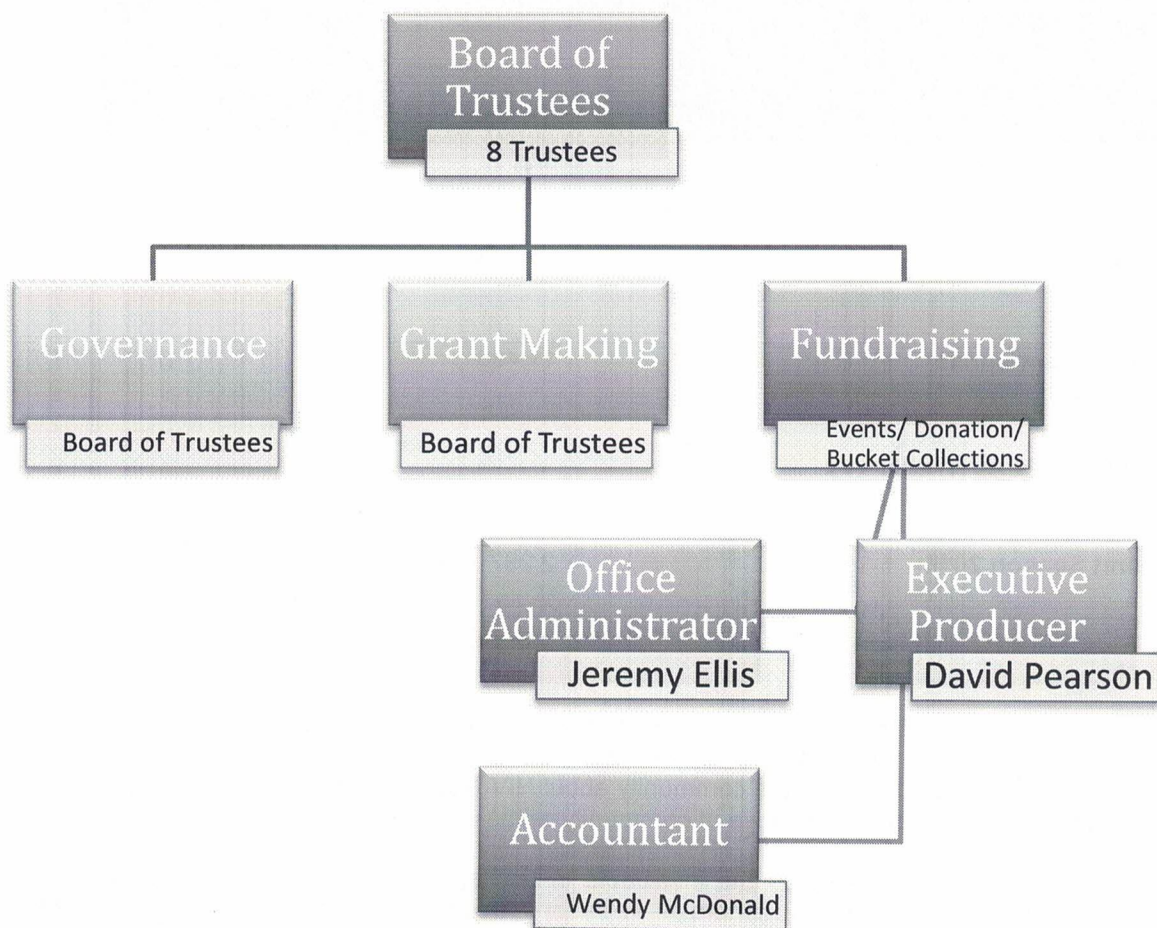
## The Make A Difference Trust

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### Trustees' Report

#### 3. GOVERNANCE AND STRUCTURE

The current management structure is shown below:



## **The Make A Difference Trust**

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### **Trustees' Report**

#### **FINANCIAL REVIEW, INVESTMENT AND RESERVES POLICY**

##### *Investment Policy*

The company currently has no financial investments.

##### *Reserves Policy*

In order to ensure that sufficient funds are held at all times to enable the charity to meet its commitments, and to take advantage of fundraising opportunities as a going concern, the Trustees have an objective of retaining an amount of general reserves equal to six months of the normal unrestricted expenditure of the charity plus an amount to permit the staging of a significant fundraising event

##### *Risk Assessment*

The management of risk is an integral part of the charity's operational management and a series of systems operate to identify & mitigate risk. The Board of Trustees and Director's regularly review the risks faced by the charity.

##### *Costs*

All costs were reviewed during the period under review and costs savings made wherever possible. Costs on production were controlled with regular budget meetings held with the production and event teams to promote transparency and awareness with a detailed review post event.

At year-end, the company employed one part time employee and relied on support from consultants employed for specific roles, the Board of Trustees and Volunteers to fulfil the other roles required.

#### **FUTURE PLANS AND ACTIVITIES**

Over the next three years, the Theatre MAD Trust will focus on the following four priorities.

1. Development of ACT Now

Are You Positive? is to be offered to drama schools within the Greater London area with the intention of extending it throughout the U.K.

2. West End Cares Fund review

- Following a complete review of the fund to ensure that it is fit for purpose and filling a need of the theatre community the following actions were taken:
- Peer to Peer Support programme to be rolled out. A soft launch will take place in September 2017.
- August 2017 will see the soft launch of our emergency and disaster response and our emergency support for members of the theatre community in dire need.

We will look to share our event fund raising experience knowledge and resources with theatre community wishing to raise funds through an event. Community has always been the key to MAD.



## **The Make A Difference Trust**

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### **Trustees' Report**

Under the TheatreMAD banner and with support from our office we can come together as a community to make an event happen and make a difference to those in need.

To research the need to develop support system for specific problems facing aging members of the theatre community who are HIV positive,

3. Continue to increase our working partnerships within the United Kingdom
  - We will identify further HIV AIDS project to partner.
4. Continue to work with our partners Sub Saharan Africa to raise awareness, provide education, care, support to those living with HIV and AIDS.

#### **Small Company Exemptions**

This report is prepared in accordance with the provisions of the Companies Act 2006 relating to small companies.

This report was approved by the Board of Trustees on 31 January 2018 and signed on its behalf by



**Fiona Tranter (Chair)  
Trustee**

**Independent Examiner's Report to the Trustees  
of The Make A Difference Trust**

I report on the accounts of the charity for the year ended 30 April 2017, which are set out on pages 15 to 26.

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

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

**Basis of independent examiner's statement**

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

**Independent examiner's 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 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have 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.



**Kevin Beale FCCA  
Breckman & Company Ltd  
Chartered Certified Accountants**

49 South Molton Street  
London W1K 5LH

31 January 2018

**The Make A Difference Trust**

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**Statement of Financial Activities (including Income and Expenditure Account)  
for the year ended 30 April 2017**

	Notes	Unrestricted funds £	2017 Total £	Unrestricted funds £	2016 Total £
<b>Income and endowments from:</b>	<b>2</b>				
Donations and legacies - page 16		134,924	134,924	155,417	155,417
Charitable activities					
Earned income - page 16		328	328	7,631	7,631
Other trading activities					
Commercial trading operations - page 16		815	815	7,612	7,612
Investments		8	8	2	2
<b>Total</b>		<u>136,075</u>	<u>136,075</u>	<u>170,662</u>	<u>170,662</u>
<b>Expenditure on:</b>					
Raising funds:					
Fundraising		9,720	9,720	14,173	14,173
Charitable activities:					
Project costs - page 17		167,567	167,567	181,388	181,388
<b>Total</b>		<u>177,287</u>	<u>177,287</u>	<u>195,561</u>	<u>195,561</u>
<b>Net movement in funds:</b>					
<b>Net (expenditure)</b>	<b>3</b>	(41,212)	(41,212)	(24,899)	(24,899)
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		203,919	203,919	228,818	228,818
<b>Total funds carried forward</b>	<b>13</b>	<u>162,707</u>	<u>162,707</u>	<u>203,919</u>	<u>203,919</u>

The notes on pages 20 to 26 form an integral part of these financial statements.

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derives from continuing activities.

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**Year ended 30 April 2017**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
<b>Income from donations and legacies</b>		
<b>Donations</b>		
Donations/Gift Aid	134,924	155,417
	<u>134,924</u>	<u>155,417</u>
<b>Income from charitable activities</b>		
<b>Earned income</b>		
Merchandise/programme/other sales	328	1,387
Ticket sales	-	6,244
	<u>328</u>	<u>7,631</u>
<b>Income from other trading activities</b>		
<b>Commercial trading operations</b>		
Raffle tickets	145	912
Charity shop	670	6,700
	<u>815</u>	<u>7,612</u>

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**Year ended 30 April 2017**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
<b>Expenditure on charitable activities</b>		
<b>Project costs</b>		
Grants payable	79,370	107,285
Other direct costs	-	13,710
	<u>79,370</u>	<u>120,995</u>
 Support and governance costs - page 18	 88,197	 60,393
	<u><u>167,567</u></u>	<u><u>181,388</u></u>



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**Year ended 30 April 2017**

	<b>2017</b>		<b>2016</b>	
	£	£	£	£
<b>Support and governance costs</b>				
<b>Support costs</b>				
<b>Office overheads</b>				
Rent/rates	22,293		10,431	
Insurance	2,038		1,934	
Premises costs/cleaning	870		2,071	
Depreciation of fixtures/fittings/equipment	751		-	
		25,952		14,436
<b>Administration costs</b>				
Salary costs	16,147		350	
Fees	21,778		22,903	
Staff pension costs	97		-	
Travel/transport	355		1,025	
Entertaining	468		-	
Printing/postage/stationery	3,705		6,251	
Office costs	1,113		1,561	
Subscriptions/licences	291		2,298	
Computer/website	11,537		6,877	
Sundries	432		690	
		55,923		41,955
<b>Professional/financial</b>				
Bookkeeping	2,522		-	
Legal/professional	13		163	
Bank charges	187		239	
		2,722		402
<b>Governance costs</b>				
Accountancy	3,600		3,600	
		3,600		3,600
		<u>88,197</u>		<u>60,393</u>

# The Make A Difference Trust

(Limited by Guarantee)

## Balance Sheet 30 April 2017

		2017		2016	
	Notes	£	£	£	£
<b>Fixed assets</b>					
Tangible assets	8		4,054		-
Investments	9		35,053		66,029
			<u>39,107</u>		<u>66,029</u>
<b>Current assets</b>					
Debtors	10	9,204		1,647	
Cash at bank and in hand		119,996		139,913	
		<u>129,200</u>		<u>141,560</u>	
<b>Liabilities</b>					
Creditors: amounts falling due within one year	11	(5,600)		(3,670)	
<b>Net current assets</b>			<u>123,600</u>		<u>137,890</u>
<b>Total assets less current liabilities</b>			<u>162,707</u>		<u>203,919</u>
<b>The funds of the charity:</b>					
Unrestricted funds	13		162,707		203,919
<b>Total charity funds</b>			<u>162,707</u>		<u>203,919</u>

For the year ending 30 April 2017 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions of the Companies Act 2006 applicable to companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees on 31 January 2018 and signed on its behalf by

  
**Patrick Holzen**  
Trustee

The notes on pages 20 to 26 form an integral part of these financial statements.

# **The Make A Difference Trust**

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## **Notes to the Financial Statements for the year ended 30 April 2017**

### **1. Accounting policies**

#### **1.1. Basis of preparing the financial statements**

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **1.2. Reconciliation with previous Generally Accepted Accounting Practice**

In preparing the accounts, the Trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

There was no requirement for restatement.

#### **1.3. Incoming resources**

All incoming resources are included in the Statement of Financial Activities when:

- the charity is legally entitled to the funds
- any performance conditions attached to the income have been met or are fully within the control of the charity
- there is sufficient certainty that receipt of the income is considered probable
- the amount can be reliably measured

##### **- Donations and legacies**

Grants/donations are recognised in incoming resources in the year in which they are receivable, except as follows:

- when donors specify that grants/donations given to the charity must be used in future accounting periods, the income is deferred until those periods
- when donors impose conditions which have to be fulfilled before the charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the preconditions for use are met.

##### **- Charitable activities**

Earned income - income from sales and sundry other earned income is included in incoming resources in the period in which the relevant activity takes place.

Project specific funding - when donors specify that donations and grants are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

##### **- Investment income**

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.



## **The Make A Difference Trust**

**(Limited by Guarantee)**

### **Notes to the Financial Statements for the year ended 30 April 2017**

#### **1.4. Expenditure**

All expenditure is included on an accruals basis inclusive of any VAT which cannot be recovered and is recognised when:

- there is a legal or constructive obligation to make a payment
- it is probable that settlement will be required
- the amount of the obligation can be measured reliably

##### **- Costs of raising funds**

Costs incurred in attracting donations, and those incurred in trading activities that raise funds.

##### **- Charitable activities**

Grants payable and other direct costs - costs incurred in productions and projects during the year.

##### **- Support costs**

The administrative and overhead costs associated with running the office from which the company operates as well as governance costs. Support costs are wholly attributable to production and project costs.

##### **- Governance costs**

Costs associated with the constitutional and statutory requirements of the charity.

#### **1.5. Fund accounting**

Funds held by the charity are:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### **1.6. Tangible fixed assets and depreciation**

Individual fixed assets costing £1,000 or more are capitalised at cost.

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

Fixtures/fittings/equipment    -    Straight line over four years

#### **1.7. Investments**

Fixed asset investments are stated at cost less provision for diminution in value.

#### **1.8. Debtors**

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

#### **1.9. 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.

## **The Make A Difference Trust**

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### **Notes to the Financial Statements for the year ended 30 April 2017**

#### **1.10. Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

#### **1.11. Pensions**

The company operates a defined contribution scheme for the benefit of its employees. Contributions payable are recognised as expenditure when due.

#### **1.12. 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.

#### **1.13. Significant Accounting Estimates and Judgements**

In determining the carrying amounts of certain assets and liabilities, the charity makes assumptions of the effects of uncertain future events on those assets and liabilities at the balance sheet date. The charity's estimates and assumptions are based on historical experience and expectation of future events and are reviewed annually.

#### **2. Incoming resources**

The total incoming resources for the year have been derived from the principal activity undertaken wholly in the UK.

#### **3. Net income for the year is stated after charging:**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Depreciation of tangible fixed assets	751	-
Independent examiners' remuneration		
- independent examination	<u>3,600</u>	<u>3,600</u>

#### **4. Trustees' emoluments and reimbursed expenses**

The trustees received no remuneration during the year: (2016 - £nil).

The aggregated amount reimbursed to trustees during the year was £nil (2016 - £nil).

## The Make A Difference Trust

(Limited by Guarantee)

### Notes to the Financial Statements for the year ended 30 April 2017

#### 5. Staff costs and numbers

	2017 £	2016 £
<b>Staff costs</b>		
Salaries and wages	16,147	350
Pension costs	97	-
	<u>16,244</u>	<u>350</u>

No employee earned £60,000 or more during the year (2016 - nil).

The key management personnel of the charity comprise the Trustees and the Senior Management Team. The total employee benefits of the key management personnel of the charity were £14,397 (2016 - £nil).

#### Staff numbers

The average numbers of employees (including casual and part time staff) during the year was made up as follows:

	2017 Number	2016 Number
Support	<u>1</u>	<u>1</u>

#### 6. Pension costs

The company operates a defined contribution pension scheme in respect of its employees. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and amounted to £97 (2016 - £nil).

#### 7. Corporation Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**The Make A Difference Trust**

(Limited by Guarantee)

**Notes to the Financial Statements  
for the year ended 30 April 2017**

**8. Fixed assets - tangible assets**

	<b>Fixtures/ fittings/ equipment £</b>	<b>Total £</b>
<b>Cost</b>		
Additions	4,805	4,805
30 April 2017	<u>4,805</u>	<u>4,805</u>
<b>Depreciation</b>		
1 May 2016	-	-
Charge for year	751	751
30 April 2017	<u>751</u>	<u>751</u>
<b>Net book values</b>		
30 April 2017	<u><u>4,054</u></u>	<u><u>4,054</u></u>

**9. Fixed Asset Investments**

	<b>Subsidiary Undertakings Shares £</b>	<b>Total £</b>
<b>Cost</b>		
1 May 2016	66,029	66,029
Reductions	(30,976)	(30,976)
30 April 2017	<u>35,053</u>	<u>35,053</u>
<b>Net book values</b>		
30 April 2017	<u><u>35,053</u></u>	<u><u>35,053</u></u>
30 April 2016	<u><u>66,029</u></u>	<u><u>66,029</u></u>



# **The Make A Difference Trust**

**(Limited by Guarantee)**

## **Notes to the Financial Statements for the year ended 30 April 2017**

### **9.1. Fixed Asset Investments (continued)**

The company holds 100% of the share capital of the following companies:

<b>Company</b>	<b>Country of registration or incorporation</b>	<b>Shares held Class</b>	<b>%</b>
<b>Subsidiary undertaking</b>			
Make a Difference Enterprises Limited	United Kingdom	Ordinary	100%
Registered number 06315172	EW - England & Wales		

The aggregate amount of capital and reserves and the results of this undertaking for the year ended 30 April 2017 were as follows:

	<b>Capital and reserves</b>	<b>Profit for the year</b>
	<b>£</b>	<b>£</b>
Make a Difference Enterprises Limited	(29,958)	33,654

The principal activity of Make a Difference Enterprises Limited is events organiser and fundraising company.

### **10. Debtors**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Other debtors	3,731	1,647
Prepayments	5,473	-
	<u>9,204</u>	<u>1,647</u>

### **11. Creditors: amounts falling due within one year**

	<b>2017</b>	<b>2016</b>
	<b>£</b>	<b>£</b>
Trade creditors	1,605	-
Other taxation/social security	285	70
Other creditors	97	-
Accruals	3,613	3,600
	<u>5,600</u>	<u>3,670</u>



# **The Make A Difference Trust**

**(Limited by Guarantee)**

## **Notes to the Financial Statements for the year ended 30 April 2017**

### **12. Limited by guarantee**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum, not exceeding £1, to the company should it be wound up. At 30 April 2016 there were 7 members.

### **13. Unrestricted funds**

	<b>Brought forward £</b>	<b>Incoming resources £</b>	<b>Outgoing resources £</b>	<b>Carried forward £</b>
General fund	203,919	136,075	(177,287)	162,707

### **14. Analysis of net assets between funds**

	<b>General funds £</b>	<b>Total £</b>
Fund balances at 30 April 2017 are represented by:		
Tangible assets	4,054	4,054
Investments	35,053	35,053
Net current assets	123,600	123,600
	<u>162,707</u>	<u>162,707</u>

### **15. Related party transactions**

During the year the company had no related party transactions that required disclosure.

