

Company Registration Number: 6510709  
Charity Registration Number: 1162177

**AGRIFOOD CHARITIES PARTNERSHIP**  
(A COMPANY LIMITED BY GUARANTEE)

**FINANCIAL STATEMENTS**

**31 MARCH 2019**

Annual Report and Accounts

**AGRIFOOD CHARITIES PARTNERSHIP**  
**(A COMPANY LIMITED BY GUARANTEE)**

**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR TO 31 MARCH 2019**

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REFERENCE AND ADMINISTRATIVE DETAILS

The Agrifood Charities Partnership (AFCP) is a registered charity (No. 1162177) and a company (No. 6510709), incorporated on 20 February 2008.

Directors/Trustees:

The Directors/Trustees during the period covered by the accounts are as follows:

Prof G J Jellis  
Mr P Richardson  
Mr S Burgess  
Mr C Moody  
Rev G Gatward (resigned 11/02/2019)  
Mr A Burgess (deceased 01/11/2018)  
Mr P le Grice

Mrs Debbie Beaton stood down as AFCP CEO as at 31 March 2019, but will be appointed to the Board at AGM 2019, and continues to attend Board meetings.

Company Secretary:

The Company Secretary during the period is as follows:  
Mrs Elizabeth Stephens

Patron:

Lord Curry of Kirkharle

Registered Office:

The Bullock Building  
University Way  
Cranfield  
Bedford MK43 OGH

Bankers:

HSBC plc  
12 Allhallows  
Bedford MK40 1LJ

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## TRUSTEES' ANNUAL REPORT

The Trustees have pleasure in presenting their report and the unaudited financial statements of the company for the year to 31 March 2019.

## OBJECTIVES AND ACTIVITIES

### Objectives

The objects set out in the Memorandum of Association of the company are:  
To promote education and science by supporting other charities working in areas relating to agriculture and food production to make better use of their funds.

AFCP believes that greater effectiveness can be achieved by appropriate collaborations and information exchange, either with charities or other organisations e.g colleges, research organisations. AFCP is a facilitator, primarily through the medium of its website, that brings together those looking for educational or research funding and charities providing appropriate grants that meet these needs, also arranging meetings for charities, funders and researchers to share information and ideas.

During the past year AFCP has delivered its charitable objectives by acting as an umbrella or resource organisation that freely provides information for the benefit of the public and those charities supporting the industry. In support of its objectives a range of activities have been undertaken.

### Aims

To identify, develop and communicate opportunities and synergies for collaboration between charities operating in the agrifood sector.

To provide information to individuals seeking to establish or develop their careers in the agrifood sector through support from charities and other not-for-profit organisations, primarily through the provision of an up-to-date and relevant website.

### Activities:

The principal activity of the company during the period was the promotion of the activities and operation of the charities supporting the agricultural, food and land based industries, together with the coordination and provision of information to improve the efficiency and effectiveness of the said group of charities.

During the year, the AFCP has helped to strengthen links between charities, and also between charities and those they support, including universities and agricultural colleges. To this end, three regional meetings were held during the year, in Shropshire (Harper Adams University), Somerset (the Bath and West Agricultural Society Showground) and Cambridgeshire (the National Institute for Agricultural

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Botany). In both Somerset and Cambridgeshire, the focus of the meeting was joint AFCP/AHDB studentships which are currently ongoing and involve a number of charities. A third project with the same model of collaborative funding is due to commence in September 2019.

The biennial Student Forum has been arranged for April 2019 and will be held at the University of Reading. Approximately 30 students funded by member charities have registered to attend, along with trustees and university supervisors.

A quarterly newsletter is now sent to all members and is available to others via the AFCP website. It includes news of recent and future activities, and opportunities for charity funding.

The website continues to provide information on opportunities for individuals seeking charitable support for their specific activity. It is regularly reviewed and refreshed to keep it up to date.

#### Public Benefit

The charity meets its objective of enabling people who are seeking financial support for educational activities related to the science and practice of agriculture and food production to identify appropriate charities. This enables charities working in this field to be more effective and enables them to provide more public benefit.

Anyone can use the charity's services for the public benefit via an open access searchable website. The charity provides freely available access to opportunities for those seeking support for educational & research activities related to the science and practice of agriculture and food production. Public benefit results from quicker, more cost effective access to appropriate funding which facilitates education & research.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

The Agrifood Charities Partnership (AFCP) is a registered charity (No. 1162177) and a company (No. 6510709), incorporated on 20 February 2008. A board of directors, who also act as Trustees, manages AFCP in accordance with the Articles of Association of the company.

Trustees are recruited through the network of agrifood charities and it is the intention that the Board represents the cross-section of activities in the sector. No Trustee receives any benefit from AFCP.

The outgoing CEO operated on a *pro bono* basis and was reimbursed for expenses incurred when acting on AFCP business; the Financial Administrator is paid on a self-employed basis.

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Going forward, at least in the short term, the Chairman will develop activities agreed by the Board, working with Board members and other individuals. The latter may be remunerated for their work in some instances.

The Chairman and Board would like to pay tribute to the support for AFCP from former directors, Rev Gordon Gatward and the late Mr Anthony Burgess.

This report and the financial statements have been prepared in accordance with these documents, relevant statutory requirements and the Statement of Recommended Practice on Accounting and Reporting by Charities 2015.

#### ACHIEVEMENTS AND PERFORMANCE

The Trustees confirm that AFCP has participated in activities in pursuit of its charitable aims and objectives as explained in the Activities Section above.

#### FINANCIAL REVIEW AND RESERVES POLICY

The charity recorded a surplus showing income exceeding costs by £6,570 compared to £2,049 in year to 31 March 2018.

Funds held on reserve at 1 April 2019 are £13,047; AFCP has no other assets. The considerable improvement in the financial position is mainly the result of the CEO working *pro bono*.

AFCP's Reserves Policy is for the company to hold 6 months operating costs as a reserve.

#### RESPONSIBILITIES OF THE DIRECTORS

The Charities Act requires the trustees to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the charity at the end of the period and of the surplus or deficiency for the period then ended.

In preparing those financial statements, the trustees are required to select suitable accounting policies, as described on page 11-12, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. The

trustees 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.

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Approved by the trustees on 5 November 2019 and signed on its behalf by:

**Graham Jellis**  
Chairman  
5 November 2019

**Registered Office:**  
The Bullock Building  
University Way  
Cranfield  
Bedford  
MK43 0GH

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**ACCOUNTS**  
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REPORT OF THE INDEPENDENT EXAMINER  
TO THE TRUSTEES OF THE AGRIFOOD CHARITIES PARTNERSHIP

I report on the accounts of the Agrifood Charities Partnership (charity no 1162177) for the year ended 31 March 2019 which are set out on pages 9 to 12.

**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 Charities Act) and that 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 statement**

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 the 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 130 of the Charities Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

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.

Name: Tim Kemp

Relevant professional qualification or body: FCA

Address: Top Barn, Rectory Road, Steppingley, Bedford MK45 5AT

Date:



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STATEMENT OF FINANCIAL ACTIVITIES

	<b>Note</b>	<b>Year to 31/03/2019</b>	<b>Year to 31/03/2018</b>
		<b>£</b>	<b>£</b>
<b>Incoming Resources</b>			
Subscriptions		10,575	8,600
Project fees	4	600	-
<b>Total Incoming Resources</b>		<u>11,175</u>	<u>8,600</u>
<b>Resources Expended</b>			
CEO and administrative costs		989	3,092
Web costs		956	650
Marketing, Events & Communications		680	293
Regional and other projects		102	350
<b>Cost of activities</b>		<u>2,727</u>	<u>4,385</u>
Governance costs	5	1,878	2,166
<b>Total resources expended</b>		<u>4,605</u>	<u>6,551</u>
Net incoming/(outgoing) Resources	7	6,570	2,049
Total Funds brought forward		<u>6,477</u>	<u>4,428</u>
<b>Total Funds carried forward</b>		<u>13,047</u>	<u>6,477</u>

The notes on Page 11 to 12 form part of these financial statements.

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BALANCE SHEET AS AT 31 MARCH 2019

	<b>2019</b>	<b>2018</b>
	<b>£</b>	<b>£</b>
<b>Assets:</b>		
Current account	13,047	7,377
Total Current Assets	<u>13,047</u>	<u>7,377</u>
<b>Liabilities:</b>		
Subscriptions received in advance	0	900
Total current liabilities	<u>0</u>	<u>900</u>
Total Funds	<u>13,047</u>	<u>6,477</u>

**Statements:**

The directors are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006 and that members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

These financial statements on pages 9 to 12 were approved by the Board of Directors on 5 November 2019 and signed on its behalf by:

**Graham Jellis**  
Chairman

**Elizabeth Stephens**  
Company Secretary

The notes on Page 11 to 12 form part of these financial statements.

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**ACCOUNTS**  
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**1. COMPANY STATUS**

The company is limited by guarantee.

**2. ACCOUNTING POLICIES**

**(i) Basis of accounting**

The financial statements have been prepared under the historical cost convention, as modified by the inclusion of fixed asset investments at market value, and in accordance with the Companies Act 2006 and the Financial Reporting Standard for Smaller Entities (effective January 2007).

**(ii) Incoming resources**

All incoming resources are included in the statement of Income and expenditure when the company is entitled to the income and the amount can be quantified with reasonable accuracy.

Voluntary income is received by way of donations and is included as income in the period to which it is allocated.

Investment income is included when receivable.

Members' subscriptions and contributions towards specific projects which are received in advance are deferred to the period to which they relate.

**(iii) Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered.

Costs of generating funds comprise the costs incurred in managing the fixed asset investments.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the company and include costs linked to the strategic management of the company.

**(iv) Fixed assets**

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions or those below £100 are not capitalised.

Depreciation is provided using the straight line method at rates calculated to write off the cost of each asset over its expected useful life at the following rates:-

Furniture and Fittings	25%
Computer and Equipment	25%

**(v) Stock**

Stock is stated at the lower of cost and net realisable value.

Cost is the cost incurred in bringing each product to its present location and condition.

Net realisable value is based on estimated selling price less further costs to be

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**(vi) Investment gains and losses**

This includes 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.

**(vii) Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the company to pay out resources.

**3. GRANT RECEIVED**

No grants were received in the year to 31<sup>st</sup> March 2019.

**4. PROJECT FEES**

AFCP coordinates the administration of fee collection from the AFCP charities contributing to the jointly funded AHDB/AFCP projects, and the AFCP Chair assists in supervising these projects. These fees are therefore collected by AFCP and paid to the research organization by AFCP on behalf of the charities, and therefore are not included in AFCP income or expenditure. A small amount of project fee is received to fund AFCP's administrative and supervisory expenses.

**5. ANALYSIS OF ADMINISTRATION COSTS**

	<b><u>2019</u></b>	<b><u>2018</u></b>
	<b>£</b>	<b>£</b>
Company administration and governance	1,878	2,166
	<u>1,878</u>	<u>2,166</u>

**6. STAFF COSTS AND EMOLUMENTS**

No salaries or wages have been paid to employees during the year.

**7. PROFIT AND LOSS ACCOUNT**

	<b>£</b>
Reserves at start of period	6,477
Surplus/(deficit) for period	<u>6,570</u>
Retained reserves at end of period	<u>13,047</u>