

# **THE DOUGLAS BOMFORD TRUST**

(A company limited by guarantee)

## **REPORT AND FINANCIAL STATEMENTS**

### **FOR THE YEAR ENDED 31 MARCH 2016**

Charity number      1121785

Company number      06355202

#### **LANDERS ACCOUNTANTS LTD**

Chartered Accountants & Registered Auditors

Church View Chambers

38 Market Square

Toddington

Bedfordshire

LU5 6BS

**THE DOUGLAS BOMFORD TRUST**  
**FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**CONTENTS**

Trustees' Report	1
Independent Examiners Report	9
Statement of Financial Activities (Including the Income and Expenditure)	10
Balance Sheet	11
Notes to the Financial Statements	12

**THE DOUGLAS BOMFORD TRUST**  
**TRUSTEES' REPORT**

The trustees, who are also directors of the charity for the purposes of the Companies Act, submit their annual report and the financial statements for the year ended 31 March 2016. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in 2015 in preparing the annual report and financial statements of the charity.

1. REFERENCE AND ADMINISTRATION

- 1.1 Charitable Companies Name: The Douglas Bomford Trust
- 1.2 Charity Registration Number: 1121785
- 1.3 Company Registration Number: 06355202
- 1.4 Registered Office and Operational address Bullock Building, University Way, Cranfield Bedford, MK43 0GH
- Telephone: 01234 750856  
e-mail: [dbt@iagre.org](mailto:dbt@iagre.org)
- 1.5 Trustees and Directors
- |  |                                  |
|--|----------------------------------|
| Dr Malcolm Crabtree<br><i>(Chairman)</i>                                     | Consultant                       |
| Mr Jim R Robinson<br><i>(Deputy Chairman)</i>                                | Consultant                       |
| Mr Jonathan Bomford<br><i>(Family Representative and Investment Officer)</i> | Chartered Accountant             |
| Mr Peter L Redman  | Consultant (Retired)             |
| Mr Anthony Burgess<br><i>(Resigned 10 November 2015)</i>                     | Chartered Accountant (Retired)   |
| Dr Geoffrey Davies<br><i>(Industry representative)</i>                       | Managing Director                |
| Mr David White   | University Lecturer              |
| Dr Mark Moore  | Agricultural Development Manager |
| Professor Mark Kibblewhite   | Consultant                       |
| Mr Nick August<br><i>(Appointed 10 November 2015)</i>                        | Farmer                           |
| Mr John V Fox<br><i>(Emeritus trustee )</i>                                  | Engineering consultant           |
- 1.6 Secretary: Dr Paul Miller
- 1.7 Financial administration: Mrs Elizabeth Stephens
- 1.8 Relevant organisations and people:  
Fund Managers
- CCLA Investment Management Limited  
80 Cheapside, London EC2V 6DZ
- Investec Wealth & Investment Ltd  
30 Gresham Street, London EC2V 7PG
- HSBC Global Asset Management  
78 St James St, London, SW1A 1HL

**THE DOUGLAS BOMFORD TRUST**  
**TRUSTEES' REPORT**

Deposit Fund	COIF Charities Deposit Fund CCLA Investment Management Limited 80 Cheapside, London EC2V 6DZ
Bankers	HSBC Bank plc, 12 Allhallows, Bedford MK40 1LJ
Legal Advisers	Withers LLP, 16 Old Bailey, London, EC4M 7EG
Independent Examiners	Landers Accountants Ltd, Church View Chambers, 38 Market Square, Toddington, Dunstable, Bedfordshire, LU5 6BS

## **2. STRUCTURE, GOVERNANCE AND MANAGEMENT**

The Douglas Bomford Trust was established under a settlement dated 1 May 1972 for the purpose of advancing education, training and research in the science and practice of agricultural engineering and mechanisation. The aims of the Trust were confirmed and expanded, but not essentially changed, in a Memorandum of Wishes written by Mrs Bomford, the widow of Douglas Bomford, in 1980. The trustees refreshed the definition of the funding criteria of the trust in 2004 to reflect the changing role of land use and agriculture in society. The Trust operates as a registered charity.

The Trust was incorporated as a Company Limited by Guarantee on 29 August 2007 (Company number 06355202). As a consequence of this incorporation, arrangements were put in place for the Trust to be merged into The Douglas Bomford Trust (Charity number 1121785) with effect from 1<sup>st</sup> April 2008 with new Articles of Association that retain the primary objectives of the original trust.

Trustees are selected for appointment on the basis of their experience of operating in senior executive roles in businesses or institutions and whose credentials and inclinations are compatible with the objectives of the trust. Trustees are appointed by the Board of Trustees to serve for periods of generally up to six years. Prospective trustees are invited to attend meetings of trustees as observers in advance of their appointment.

The Secretary carries out the day-to-day running of the Trust with advice as necessary from the Chairman, Deputy Chairman and appropriate trustees. The Secretary receives financial administration support on a routine basis. As the Trust is essentially a grant awarding charity, most decisions normally relate to the awarding of funds.

Applications for grants of up to £1,500 are received and assessed by the Secretary. Those that satisfy the key objectives of the Trust, and those marginal and requiring confirmation, are referred to the Chairman, Deputy Chairman or an appropriate trustee who make immediate decisions. All applications that bear some relationship to the Trust's stated objectives are acknowledged and decisions on minor awards are made soon after receiving the application. All papers are retained for possible audit by trustees or for further consideration should applicants appeal or bring forward additional information. It is a normal requirement for the recipients of funds to provide a brief report of the outcome and benefits of the award.

## **THE DOUGLAS BOMFORD TRUST** **TRUSTEES' REPORT**

Applications for larger grants and those relating to research projects are submitted according to a standard format are assessed initially by the Secretary and a nominated trustee with reference to an independent appraisal if required. Proposals may then be modified in discussion with the applicant. Those applications that meet the trust's primary requirements are submitted to the full board for further scrutiny and approval. Key outcomes, reporting arrangements and payment schedules are agreed at this stage, in association with funding partners where necessary. Projects in this category are allocated an appropriately qualified mentor, usually one of the trustees or the secretary. Mentors are responsible for monitoring the progress of projects against key stages, for approving scheduled payments and for offering advice as appropriate. Trustees reserve the right to withhold or modify payments at any stage of a project or undertaking, given due notice, if the agreed outcomes are unlikely to be, or are not achieved to their satisfaction.

The Board of Trustees normally holds General Management meetings twice annually, in the spring and autumn to monitor the management and performance of the trust, review strategy, and take decisions on major funding applications.

The Trust has a permanent office at the Headquarters of the Institution of Agricultural Engineers, Cranfield, Bedfordshire. This facilitates continuity of the Secretariat; provides access to office, secretarial and financial monitoring services in addition to strengthening the relationship between the Trust and its allied professional body.

The Secretary carries out regular risk assessments to identify those relating to the finances, administration and reputation of the trust in particular and to inform trustees on the most appropriate mitigation measures. These are routinely reviewed at General Management meetings.

A register of trustee interests has been established and trustees are required to declare any conflicts of interests as these occur in relation to specific issues.

### **3. AIMS, OBJECTIVES AND ACTIVITIES**

The overall objective of the Trust is to advance knowledge, understanding, practice, competence and capability in the application of engineering and physical science to agriculture, horticulture, forestry, amenity and allied land based and biological activities for the public benefit through providing funding to enable competent individuals and organisations to pursue:

- Education, training, research and knowledge transfer.
- Innovation and the application of science and technology with respect to the design, development, evaluation and construction of machines, systems and techniques.
- Travel to acquire or disseminate knowledge.
- The development and maintenance of professional competencies.
- The development or acquisition of new skills, techniques and capabilities.

The trustees aim to achieve this principally by supporting the higher education of individuals of high potential who are aiming to become professional engineers or scientists applying their expertise to agricultural and land related problems. Priority is given to those working in areas of particular national or technical importance, and those able to obtain part of the cost from other sources. The Trust also encourages professional qualification and development and seeks to stimulate the entry and career progression of individuals within the agricultural engineering profession.

**THE DOUGLAS BOMFORD TRUST**  
**TRUSTEES' REPORT**

Equal opportunity is given regardless of age, sex, race, creed or status of the applicant.

A complementary aim of the Trust is the development, understanding and communication of knowledge applicable to engineering for agriculture and land use. This is achieved by supporting research projects, postgraduate study, conference attendance, focused study tours and the preparation of review papers.

The Trust awards prizes to outstanding students on courses of study compatible with its aims and to authors of papers published in allied journals.

Trust funding supports student membership of the Institution of Agricultural Engineers as a means of introducing them to the benefits of professional qualifications and of being part of a professional community.

#### **4. ACHIEVEMENTS AND PERFORMANCE**

Expenditure over the year was distributed as follows:

Investment charges	16%
Research and postgraduate study	47%
Studentships and discretionary awards	11%
Travel awards	9%
Other awards and donations	9%
Administration and accounts	8%

A total of ten postgraduate studentships were funded during the year together with two scholarships through external bodies.

Through its activities the Trust has supported students studying at undergraduate and postgraduate level thereby contributing both to their personal development and advancement of knowledge. The support provided has stimulated and facilitated access to the profession of agricultural engineering and supported the sector's professional institution. Those entering the profession through further education have been encouraged to remain in the agricultural sector through contributions to the costs of group study tours to overseas manufacturers and technical events.

A two new research grants for students studying for PhDs were commenced during the period both of which are supported in conjunction with other organisations including research councils, levy bodies and commercial companies. These grants have been made to students registered at universities with an established reputation in agricultural engineering (Cranfield and Harper Adams) and typically involve a period of three to five years.

During the period covered by this report, applications have again been received from students from a wide range of backgrounds seeking support for identified components of project work involving smaller sums of money and shorter (usually one year or less) timescales at universities that do not have an established reputation in agricultural engineering. Grants responding to such requests during this period were made to students at Edinburgh, Newcastle and Northumbria universities.

An important initiative for the Trust that commenced three years ago was the establishment of a chair in Farm Mechanisation and Management at what is now RAU (The Royal Agricultural University). Following discussions with the University and within the Board of trustees it was agreed that, with effect from 1<sup>st</sup> July 2015:

## **THE DOUGLAS BOMFORD TRUST** **TRUSTEES' REPORT**

- The appointed Douglas Bomford chair in Applied Farm Mechanisation and Management would move to a part-time role and operate with funding support from a BBSRC/Royal Society of Edinburgh Fellowship for a period of one year to October 2016 but with no expectation of returning to a full-time role after that date;
- The University would seek to appoint an additional member of staff (The Douglas Bomford Trust Lecturer in Agricultural Engineering) with financial support from the Trust for a three year period commencing when an appointment could be made.

Arrangements have been put in place to implement the above agreed actions and it is expected that the new member of staff will be in post during the next reporting period. No funding support from the Trust was paid to RAU during the second half of the year, and funding will recommence supporting the new post from September 2016.

A scheme more specifically aimed at undergraduate students and operated directly by the Trust requires applicants to demonstrate a long term commitment to the agricultural engineering profession. Scholarships are awarded on a competitive basis through application and interview and apply to a given year of formal education. This year a total of eight students were interviewed at Harper Adams University in November. The interviewing panel was very impressed with the standard of proposals submitted at these interviews and agreed to award two of the students' small research projects outside of the scholarship scheme with scholarships to five of the applicants. An additional application was received from a student studying mechanical engineering at Cambridge University and this application was reviewed as a paper case by the interviewing panel at Harper Adams University. Arrangements were subsequently made to interview this student in Cambridge and following an impressive presentation, a scholarship award was made to this student.

Following further discussions with The Arkwright Scholarships Trust, it was agreed that sponsorship support for those at school studying for A-levels would be extended such that two students per year would be supported under the Scheme for the next three years. Contact with sponsored students has been maintained and arrangements were made for them to have a one week period of work experience with a UK manufacturer in the summer of 2015 but neither student was in a position to take up this offer.

Twelve travel scholarships were awarded as a contribution to the costs of overseas study tours and to support post graduate students presenting papers at international and UK conferences and workshops.

An award was made to support the IAgRE Student Competition and a significant contribution was made to the IAgRE student initiative.

Prizes were awarded for the best paper by an IAgRE member published in Biosystems Engineering, for the best student on the Land Restoration and Reclamation MSc programme at Cranfield University, to the best HND Engineering Student at Harper Adams University and for the best student project related to mechanisation at the Royal Agricultural University.

The trustees at their April 2016 meeting indicated that they were satisfied with the administration, financial control and external reporting arrangements at the Secretariat.

**THE DOUGLAS BOMFORD TRUST**  
**TRUSTEES' REPORT**

## **5. FINANCIAL REVIEW**

### *5.1 Policy*

The trust has long-term equity investments, a deposit account, and bank current accounts. The equity investments are in the name of the trust, with the Secretary as authorised correspondent and with the Investment Officer overseeing investment performance and advising the trustees on investment policy. The bank accounts require two signatories from the Chairman, another trustee, or the Secretary.

Trustees continue to take the view that it is prudent to have some diversity in the approach to fund management, at least over the medium term, as a precaution against the continuing high levels of uncertainty across all asset classes in the market.

The underlying policy of budgeting project expenditure to the level that can be financed from current income has continued, subject to the exceptional expenditure explained above. Under normal conditions sufficient funds to cover at least the budgeted annual expenditure are held as a reserve in a combination of deposit and high interest bank accounts. An additional reserve is maintained so that unplanned proposals of particularly high merit can be funded if appropriate without drawing from investments.

Investment performance is reviewed regularly through discussions and meetings with the respective fund managers and investment criteria adjusted accordingly. No specific ethical criteria are applied.

The Trust continues to seek additional contributions from donations and legacies as appropriate. During the period of this report a substantial donation was received from a private individual with no requests or conditions associated with the donation.

The trustees are confident that a combination of intelligent budgeting and the availability of reserves will allow all commitments to be met.

### *5.2 Remuneration and expenses*

None of the trustees or the Secretary received any remuneration. The Financial Administrator is paid on a self employed basis. Trustees and the Secretary are entitled to claim out of pocket expenses that are directly associated with carrying out Trust business.

### *5.3 Accounts 2015-2016*

The accounts for the year ending 31 March 2016 did not require that an audit be undertaken. Independent examiners have examined the accounts.

The activities of the Trust resulted in a planned surplus with income exceeding expenditure by £15,111 for the year.

### *5.4 Income*

Total income was £152,837, of which £148,787 related to dividends and interest on investments. The remainder related to a cash donation received.

### *5.5 Expenditure*

Total expenditure was £137,726, of which £10,432 related to administration and governance. The balance of expenditure was for charitable purposes.

**THE DOUGLAS BOMFORD TRUST**  
**TRUSTEES' RESPONSIBILITIES STATEMENT**

*5.6 The Trust (Capital) Fund*

Valuation of the combined investments at the year end was £4,003,123.

*5.7 Net Current Assets*

Net current assets stood at £132,973.

**6. FUTURE PLANS**

As agriculture is increasingly challenged to provide a reliable and sustainable supply of food, to contribute to the sourcing of non-fossil fuels and other raw materials within a global supply system and, as all forms of land use will be increasingly required to yield environmental benefits, the need for innovative engineering based solutions will mount. The UK government is responding to these challenges via the Agritech Strategy and it is expected that as the progress continues towards the implementation of this strategy, there will be opportunities for the Trust to engage with organisations involved in the strategy although engagement by the agricultural machinery sector in the UK continues to be difficult.

A substantial proportion of the Trust's funds for disbursement in the coming year have already been allocated to on-going projects. It is expected that one new research grant related to PhD project at Liverpool John Moores University will commence in the period and support for travel and small projects will continue at levels similar to previous years. It is expected that the demand for supporting aspects of project work at a wider range of universities will continue following publicity generated by the Trust and these will be supported following assessment in the established manner.

It is planned to continue the involvement with The Arkwright Engineering Scholarship Scheme over the next three years by supporting two students starting per year such that the Trust will be supporting a total of four students at any one time. The Trust will seek links with the Agricultural Engineers Association such that work experience can be offered to sponsored students in an appropriate environment.

The Trust will continue to strengthen links with other charitable organisations operating in the agrifood sector via membership of The AgriFood Charities Partnership (AFCP). This will aim at jointly supporting projects in the future and when appropriate to do so. The Trust plans to work closely with other charities in the eastern region through a sub-group of AFCP.

Trustees recognise that the relatively small levels of funding resource that arise from the Trust are increasingly significant in influencing and catalysing the regeneration of these resources. To this end they are constantly engaging with leaders of the manufacturing, technician and academic research sectors to inform them of the Trust's long term broad strategy for the allocation of funds.

**7. ACKNOWLEDGEMENTS**

The Chairman wishes, on behalf of the beneficiaries of the Trust and the family of the late Douglas Bomford, to record their appreciation of the generous contribution of time and skills made by individual trustees and the Secretary, without which the work of the Trust could not be successfully continued. The support given by the IAgRE through the provision of accommodation and generous access to administrative and general office facilities is gratefully acknowledged.

**THE DOUGLAS BOMFORD TRUST**  
**TRUSTEES' RESPONSIBILITIES STATEMENT**

The trustees, who are also directors of the charitable company for the purposes of Company law are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources including the income and expenditure, of the charitable company 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 in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware:

- there is no relevant information of which the charitable company's independent examiner is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in January 2015) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

The trustees also confirm that they have taken due regard to Charity Commission guidance on public benefit.

Approved by the trustees on 15 November 2016 and signed on its behalf by:

---

Dr Malcolm Crabtree  
CHAIRMAN OF THE BOARD OF TRUSTEES  
15 November 2016

**THE DOUGLAS BOMFORD TRUST LIMITED**  
**(LIMITED BY GUARANTEE)**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES**

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 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 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 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 Charitieshave 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

Martin Matthews  
for and on behalf of Landers Accountants Ltd  
38 Market Square  
Toddington  
Dunstable  
Bedfordshire  
LU5 6BS

1<sup>st</sup> November 2016

**THE DOUGLAS BOMFORD TRUST**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCLUDING INCOME AND EXPENDITURE)**  
**YEAR ENDED 31 MARCH 2016**

	Note	2016 £	2015 £
<b>Incoming resources</b>			
<b>Voluntary income</b>			
<b>Activities for generating funds</b>			
Investment income	3	148,787	137,511
Donations		4,050	
<b>Total incoming resources</b>		<b>152,837</b>	<b>137,511</b>
<b>Resources expended</b>			
Costs of generating income	4	22,202	23,558
<b>Costs of charitable activities:</b>			
Research programme		65,225	54,033
Travel scholarships		12,766	9,435
Studentships		7,750	7,500
Discretionary awards		6,951	3,400
Other awards and donations		12,400	44,120
<b>Total value of grants</b>	5	<b>105,092</b>	<b>118,488</b>
<b>Costs of grant making:</b>			
Governance costs	6	10,432	8,412
<b>Total resources expended</b>		<b>137,726</b>	<b>150,458</b>
Net incoming resources before other recognised gains and losses	8	15,111	(12,947)
Realised gains/(losses) on investment assets		22,199	43,827
Net (expenditure)/income for the year		37,310	30,880
Unrealised gains/(losses) on investment assets		(199,877)	257,071
Net movement in funds		(162,567)	287,951
Total funds brought forward		4,298,663	4,010,712
<b>Total funds carried forward</b>		<b>4,136,096</b>	<b>4,298,663</b>

**The statement of financial activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.  
The notes on pages 12 to 17 form part of the financial statements**

**THE DOUGLAS BOMFORD TRUST**  
**(LIMITED BY GUARANTEE)**  
**(COMPANY REGISTRATION NUMBER 06355202)**  
**BALANCE SHEET**  
**31 MARCH 2016**

	Note	£	2016 £	£	2015 £
<b>FIXED ASSETS</b>					
Investments	9		4,003,123		4,198,294
<b>CURRENT ASSETS</b>					
Cash at bank and in hand		136,453		103,729	
<b>CREDITORS</b>					
Amounts falling due within one year	10	<u>(3,480)</u>		<u>(3,360)</u>	
Net current assets			<u>132,973</u>		<u>100,369</u>
<b>NET ASSETS</b>					
			<u>4,136,096</u>		<u>4,298,663</u>
Unrestricted funds					
General funds			3,610,315		3,571,522
Revaluation reserve			<u>525,781</u>		<u>727,141</u>
<b>TOTAL FUNDS</b>					
			<u>4,136,096</u>		<u>4,298,663</u>

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

For the year ending 31 March 2016 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.

The financial statements were approved and authorised for issue by the Board of Trustees on 15 November 2016 and signed on its behalf by:

.....  
M Crabtree  
Chairman

.....  
P C H Miller  
Secretary

**THE DOUGLAS BOMFORD TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**1. COMPANY STATUS**

The charity is a company limited by guarantee. The members of the company are the trustees named on page 1. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**2. ACCOUNTING POLICIES**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

**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 Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published 16 July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

Cashflow Statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cashflow statement in the financial statements on the grounds that the charity is small.

Funds Structure

The charity has a single fund, created on the formation of the Douglas Bomford Trust, by the Bomford Family. The income of this trust is unrestricted, the terms of the fund allow the income to be accumulated and the capital to be spent if the trustees so determine.

SRI – Silsoe Research Institute

On the cessation of the SRI, the trust and the Institute formed an agreement where the certain assets were assigned and gifted to the trust. The objectives of the SRI were wider than the previous trust's objectives, no specific requirement was made for the monies or proceeds to be segregated from the remaining trust's capital, therefore monies received from this source have been included within the unrestricted fund.

**Fixed assets**

All fixed assets are initially recorded at cost. These are capitalised if they can be used for more than one year, and cost at least £500.

**Fixed Asset Investments**

Investments are stated at market value as at the balance sheet date. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year. The gains and losses are shown separately between realised and unrealised.

**THE DOUGLAS BOMFORD TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when:

- The charity becomes entitled to the resources;
- The trustees are virtually certain they will receive the resources; and

The monetary value can be measured with sufficient reliability.

**Irrecoverable VAT**

Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

**Grants and donations**

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

**Gifts in kind**

Gifts in kind for use by the charity are included in the SoFA as incoming resources when revaluing.

**Volunteer Help**

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

**Investment income**

This is included in the accounts when receivable. A provision is made for the timing of investment income at the year end.

**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.

**Liability recognition**

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

**Governance Costs**

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

**THE DOUGLAS BOMFORD TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**Grants with performance conditions**

Grants awarded are reviewed periodically and are subject to the condition of each grant demonstrating satisfactorily that they have progressed. As there is no condition outside of the trust, no liability has been accrued for subsequent years.

**Support costs**

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, e.g. allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**3. INVESTMENT INCOME**

	<b><u>2016</u></b>	<b><u>2015</u></b>
	<b>£</b>	<b>£</b>
Dividends & interest on investments	148,462	136,957
Interest on cash deposits	325	554
	<b><u>148,787</u></b>	<b><u>137,511</u></b>

**4. COSTS OF GENERATING INCOME**

	<b><u>2016</u></b>	<b><u>2015</u></b>
	<b>£</b>	<b>£</b>
Costs of managing investments	<b><u>22,202</u></b>	<b><u>23,558</u></b>

**5. TOTAL VALUE OF GRANTS**

Purpose for which grants made	<b><u>Grants to</u></b>	<b><u>Grants to</u></b>	<b><u>Total</u></b>
	<b>individuals</b>	<b>institutions</b>	<b>amount</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Research Programme	2,000	63,225	65,225
Travel Grants	8,266	4,500	12,766
Studentships	7,750	-	7,750
Discretionary Awards	3,990	2,961	6,951
Other Awards	1,850	10,550	12,400
	<b><u>23,856</u></b>	<b><u>81,236</u></b>	<b><u>105,092</u></b>

**THE DOUGLAS BOMFORD TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**GRANTS MADE TO INSTITUTIONS**

Names of Institutions	Purpose	Total amount of grants paid £
Harper Adams University	Postgraduate research	21,750
Cranfield University	Postgraduate research	27,875
University of Reading	Postgraduate research	10,000
University of Newcastle	Research project support	1,300
Cranfield University	Research project support	2,500
Northumbria University	Project support	2,300
Harper Adams University	Contribution towards travel to attend Robotics Event	2,000
Harper Adams University	Contribution towards travel to attend Agritechnica	2,500
Autoguide Equipment Ltd	Support for Student Competition	461
Arkwright Scholarship Trust	Student Sponsorship	4,000
IAgrE	Support for mentoring project	2,500
IAgrE	Support for student membership scheme	3,400
IAgrE	Commercial membership	400
AgriFood Charities Partnership	Membership subscription	250
<b>Total Grants to Institutions</b>		<b>81,236</b>

**6. ANALYSIS OF GOVERNANCE COSTS**

	<u>2016</u> £	<u>2015</u> £
Marketing and publicity	610	100
General administration	5,471	4,236
Independent Examiners/Audit Fee	3,480	3,360
Officer travel	871	716
	10,432	8,412

**7. STAFF COSTS AND EMOLUMENTS**

No salaries or wages have been paid to employees, including the members of the committee, during the year. The trust administrator is paid on a self employed basis.

No employees had emoluments in excess of £60,000.

**8. NET INCOMING RESOURCES FOR THE YEAR**

This is stated after charging

	<u>2016</u> £	<u>2015</u> £
Independent Examiner's fee	3,480	3,360
Fees were inclusive of VAT.		

**THE DOUGLAS BOMFORD TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**9. ANALYSIS OF MOVEMENTS OF INVESTMENTS**

	<u>Unit Trusts</u> £	<u>Investments Portfolios</u> £	<u>Total</u> £
Carrying value (market value) at beginning of year	1,913,170	2,285,124	4,198,294
Additions to investments at cost	-	915,578	915,578
Disposals at carrying value	-	(915,578)	(915,578)
Management fees deducted from portfolio	-	(22,202)	(22,202)
Income retained for reinvestment	-	4,709	4,709
Realised gains/(losses)	-	22,199	22,199
Unrealised gains/(losses)	<u>(83,272)</u>	<u>116,605</u>	<u>199,877</u>
Carrying value (market value) at end of year	<u>1,829,898</u>	<u>2,173,224</u>	<u>4,003,122</u>
Historic cost	<u>1,527,232</u>	<u>1,950,109</u>	<u>3,477,341</u>

**Investments are held in the following categories at the year end**

	Inside UK £	Outside UK £	Total £
Property funds	215,374	-	215,374
Listed equity shares	996,257	585,824	1,582,081
Unit trusts	1,037,552	792,346	1,829,898
Fixed interest securities	128,234	168,966	297,200
Cash	39,727	-	39,727
Other investments	38,842	-	38,842
	<u>2,455,986</u>	<u>1,547,136</u>	<u>4,003,122</u>

The investments held within portfolios are divided between three main investment firms. The trustees consider there are no investments which are individually material to the portfolios performance.

**10. CREDITORS AND ACCRUALS**

	Amounts falling due within one year	
	<b>2016</b> £	<b>2015</b> £
Accruals	3,480	3,360
<b>Total</b>	<b><u>3,480</u></b>	<b><u>3,360</u></b>

**THE DOUGLAS BOMFORD TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**YEAR ENDED 31 MARCH 2016**

**11. RELATED PARTY TRANSACTIONS AND TRUSTEES' REMUNERATION**

Trustees received no emoluments (2015: £NIL).

Travel expenses in the year totaling £871 (2015: £549) were reimbursed to 5 (2015: 3) trustees.

Where institutions were connected to a trustee, the charity separated the approval process by requiring the other trustees to approve the projects.

**12. MOVEMENT IN FUNDS**

Unrestricted funds	At 1 April 2015	Incoming resources (inc gains)	Outgoing resources (inc losses)	Transfer	At 31 March 2016
Revaluation fund	727,141			(201,360)	525,781
General fund	<u>3,571,522</u>	<u>175,036</u>	<u>(337,603)</u>	<u>201,360</u>	<u>3,610,315</u>
Total unrestricted funds	<u>4,298,663</u>	<u>175,036</u>	<u>(337,603)</u>	<u>-</u>	<u>4,136,096</u>

**Designated funds**

The revaluation reserve fund is required by the Companies Act 2006 and represents the amount by which the market value of investments exceed their historical cost.

**13. FORWARD COMMITMENTS**

In 2012, a total of £175,000 was committed over 5 years towards partial funding of a Chair in Farm Mechanisation and Management at the Royal Agricultural University. During the three years to 31 March 2015, £105,000 has been paid to support this activity; due to staff changes at RAU, payments were suspended in Summer 2015 pending agreement as to the future of the agreement. A new appointment, at Lecturer level, will be finalized in Summer 2016; the Trust has committed to support this post to a total of £70,000 over three years.

**14. ULTIMATE CONTROLLING PARTY**

The charitable company is controlled by the Board of Trustees. Collectively these form the ultimate controlling party.