

## **Charities and Trusts Committee**

Tuesday 14 November 2023

**10:00**

Council Chamber, County Buildings, Stafford

The meeting will be webcast live and archived for 12 months. It can be viewed at the following link: <https://staffordshire.public-i.tv/core/portal/home>

John Tradewell  
Deputy Chief Executive and Director for Corporate Services  
6 November 2023

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### **Agenda**

- 1. Apologies**
- 2. Declaration of Interests**
- 3. Minutes of the meeting held on 13 June 2023** (Pages 1 - 4)
- 4. Nicholson Institute - LUF Refurbishment Project** (Pages 5 - 28)
- 5. Endowment Charities Annual Accounts 2022/23** (Pages 29 - 54)
- 6. Exclusion of the Public**

The Chairman to move:

“That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 indicated below”.

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**Part Two**  
**(reports in this section are exempt)**

<b>Membership</b>	
Phil Hewitt	Paul Snape (Chair)
Thomas Jay	Mark Winnington
David Smith (Vice-Chair)	

## **Notes for Members of the Press and Public**

### **Filming of Meetings**

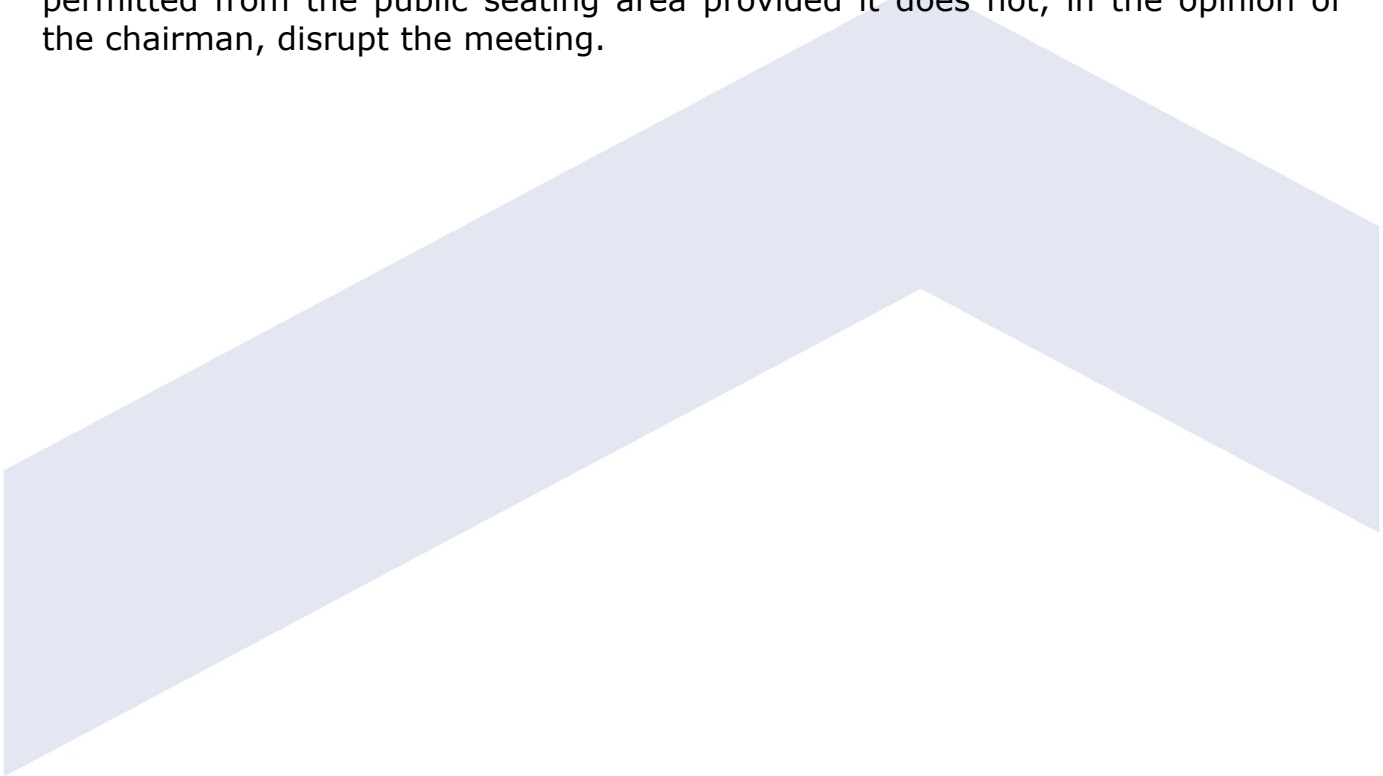
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The webcast will be live on the County Council's website and recorded for subsequent play-back for 12 months. The recording will also be uploaded to YouTube. By entering the meeting room and using the seats around the meeting tables you are deemed to be consenting to being filmed and to the possible use of those images and sound recordings for the purpose of webcasting.

If you have privacy concerns about the webcast or do not wish to have your image captured, then please contact the Member and Democratic Services officer named at the top right of the agenda.

### **Recording by Press and Public**

Recording (including by the use of social media) by the Press and Public is permitted from the public seating area provided it does not, in the opinion of the chairman, disrupt the meeting.



**Minutes of the Charities and Trusts Committee Meeting held on 13 June 2023**

Present: Paul Snape (Chair)

<b>Attendance</b>	
Phil Hewitt	David Smith (Vice-Chair)

**Apologies:** Thomas Jay and Mark Winnington

**Part One**

**1. Election of Chair of the Charities and Trusts Committee for the ensuing year**

Members were informed that it was decided at Annual Council on Thursday 18 May 2023 that the Chairman of Charities and Trust Committee remain as Councillor Paul Snape.

**Resolved** – That the update be noted.

**2. Declaration of Interests**

There were no Declarations of Interest on this occasion.

**3. Election of Vice-Chair of the Charities and Trusts Committee for the ensuing year**

Members were informed that it was decided at Annual Council on Thursday 18 May 2023 that the Vice-Chairman of Charities and Trust Committee remain as Councillor David Smith.

**Resolved** – That the update be noted.

**4. Minutes of the meeting held on 15 November 2022**

**Resolved** – That the minutes of the meeting held on Tuesday 15 November 2022 be approved and signed by the Chair as an accurate record.

**5. Stafford 14-19 Partnership Business Plan**

The Committee received a report on the Stafford 14-19 Business Plan and were asked to review and approve the updated Stafford 14-19 Partnership Business Plan 2019-2024.

Members discussed the report, Councillor Snape made a query in relation to the Blessed William Howard Academy on whether they were still invested with the Stafford 14-19 partnership to which it was confirmed they were still actively engaging in the Partnership. Councillor Smith asked whether we still had the resources to maintain the support. The case officer confirmed that should requests remain at the level currently being requested there would likely be insufficient funds to support such requests in full after 2025. The Stafford 14-19 Partnership staff had been made aware of this and would be taking this into consideration in their future business planning. However, sufficient resources were available for the request being made for 2023/24 and 2024/25.

**Resolved** – That (a) the Committee approve the updated Stafford 14-19 Partnership Business Plan 2019-2024(hereinafter called the Business Plan)

(b) That the Committee approve the funding request to the Staffordshire Education centre Charity as set out in the Business Plan for 2023/2024 and 2024/2025 academic years.

(c) That the Committee approve Staffordshire County Council’s Assistant Director for Skills and Employability to continue to be authorised to approve the release of funds set out in the details of the report.

## **6. Tamworth Youth Centre Fund**

The Committee received a report on the Tamworth Youth Centre Fund and were asked to review the contents of the report to approve the revised scheme wording as shown in appendix 1, note the updated valuation and to agree to the surrender of the lease of the land to Staffordshire County Council.

Members discussed the report and Councillor Snape asked the case officer to confirm that the valuation was the best value. This was confirmed by the Assistant Director for Commercial and Assets, other similar buildings haven’t had very much interest for existing use commercially except for redevelopment, it is a dated building that did not hold much re-use potential and therefore more suited to redevelopment. Councillor Hewitt asked for the officers to confirm if there had been any local objections. The Officer advised that the majority of the consultation responses were in agreement to this proposal.

**Resolved** – That (a) the Committee approve the revised scheme of wording as shown in Appendix 1;

(b) That the Committee note the updated valuation advice in accordance with Charity Commission disposal rules;

(c) That the Committee agrees to the surrender of the Lease of the land to Staffordshire County Council; and

(d) That the Committee delegate approval to the Assistant Director for Commercial and Assets to agree the final terms of the sale except for the price, the details of the lease surrender, and to agree the fund management arrangements.

## **7. Exclusion of the Public and Press**

**Resolved** - That the public be excluded from the meeting for the following items of business which involve the likely disclosure of exempt information as defined in the paragraphs of Part 1 of Schedule 12A (as amended) of the Local Government Act 1972 indicated below.

**Chair**



## **Charities and Trust Committee meeting - Tuesday 14 November 2023**

### **Nicholson Institute - LUF refurbishment project**

#### **Recommendation(s) / Action(s) Required**

- a) For the Charities and Trust Committee to review the contents of the report and provide a recommendation to proceed with the LUF funded refurbishment project lead by Staffordshire Moorlands District Council
- b) For the Charities and Trust Committee to delegate authority to the Assistant Director for Commercial and Assets to approve the Schedule of Works, together with the plans and specifications required to complete a project to the required standards, and to agree a Licence for Alterations and any other documents required to implement these works
- c) Officers to return with a further detailed update in respect of the occupation and use of the building, once agreed and finalised.

#### **Report of Director for Corporate Services**

##### **Summary**

1. SMDC was awarded Levelling Up Funding (LUF) earlier in 2023 for the repairs and renovation of the Nicholson Institute (NI). As part of the funding agreement SMDC will take the role of 'Client' and be responsible for the successful delivery of the project, with the County acting as a lead stakeholder and landlord during and post project.
2. The lower ground floor of the NI is not currently occupied due to issues with damp, general poor internal condition, and poor access. The first phase of the project will refurbish this space bringing it back into use and provide a segregated new access.
3. The second phase of the project will refurbish the ground and first floors, helping to create a far more accessible and engaging experience for users through an improved public library offer and reimagined museum and gallery.

## Report

### Background

4. The NI is a Grade II\* listed building in the market town of Leek. The building was left in Trust for the benefit of the Town's inhabitants by the Nicholson family. Following the 1974 Local Government reorganisation, SCC became of the Trustee.
5. The NI is held in Trust by Staffordshire County Council (SCC), and its use is shared between the County Council's Library Service and Staffordshire Moorlands District Council (SMDC). Leek and Buxton College, which is part of the University of Derby, no longer use the building.
6. SMDC have appointed Alliance Leisure Services Ltd (ALS) to deliver all their 3 LUF funded project in the role of project managers. Speller Metcalfe has been procured, via framework, to deliver the projects as development partner and principal contractor and AHR as lead architect (principal designer).
7. The overall LUF budget is £4.2m with £1.4m allocated to phase one and £2.8m to develop the brief for the library and museum; phase two.
8. It is estimated that phase one, which will focus on the lower ground floor works, will take 18 weeks with pre-construction stages estimated to take 37 weeks. The anticipated start on site being the 20<sup>th</sup> May 2024, with handover in September 2024.
9. SCC have requested a detailed schedule of works outlining the tasks for the renovation. The schedule will include designs and specifications outlining the work that will be undertaken to a required standard and will be followed with a formal license for works and indemnity to ensure they are completed and to the supervision and standard required by the County acting on behalf of the trustees.
10. The committee is asked to delegate approval of the schedule of works and subsequent legal approvals / license for works, on behalf of the Trustees, to the Assistant Director for Commercial and Assets.

### List of Background Documents/Appendices:



Appendices:

Appendix 1 – Nicholson Institute Design Brief

Appendix 2 – High level cost advice submission for Reinstating of the Lower Ground Floor Existing Teaching Spaces and Associated Side Rooms (Two documents)

## Contact Details

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# The Nicholson Institute, Leek

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## HIGH LEVEL COST ADVICE SUBMISSION

for Reinstating of the Lower Ground Floor  
Existing Teaching Spaces and Associated Side  
Rooms

September 2023



**alliance**leisure



# Cost Summary

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Surveys and Design Fees	
Instructed Design Fees and Survey Costs	£ 32,500.00
<b>SUB TOTAL : FEES</b>	<b>£ 32,500.00</b>
Building Works	
Asbestos Removal	£ 2,703.00
Strip Out Works	£ 29,603.26
Works to Windows	£ 113,526.00
Internal Wall & Ceiling Works	£ 147,170.24
Flooring Works	£ 50,793.69
M&E Services	£ 103,308.66
Roof Works	£ 13,346.33
External Works	£ 11,947.26
<b>SUB TOTAL : BUILDING WORKS</b>	<b>£ 472,398.44</b>
Preliminaries	
Main contractor's preliminaries	£ 130,000.00
<b>SUB TOTAL : BUILDING WORKS &amp; PRELIMINARIES</b>	<b>£ 602,398.44</b>
D&B Risk & Contingency	
Main contractor's design and build risk and contingency	£ 30,119.92
<b>SUB TOTAL : BUILDING WORKS, PRELIMINARIES &amp; CONTINGENCY</b>	<b>£ 632,518.36</b>
Overhead and Profit	
Main contractor's overhead and profit	£ 28,463.33
<b>SUB TOTAL : BUILDING WORKS, FEES, PRELIMS, CONTINGENCY, OH&amp;P</b>	<b>£ 693,481.69</b>
RIBA 2, 3 & 4 Fees	
RIBA 2, 3 and 4 Fees Forecast	£ 53,500.00
<b>SUB TOTAL : BUILDING WORKS, FEES, PRELIMS, CONTINGENCY, OH&amp;P, RIBA 2, 3 &amp; 4 FEES</b>	<b>£ 746,981.69</b>
Inflation	
Inflation	£ 15,521.70
<b>TOTAL ESTIMATED DEVELOPMENT COSTS</b>	<b>£ 762,503.39</b>

Below the line items	
Air Heat Source Pump Works	£ 88,195.86

# Supplementary Notes

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### **The Nicholson Institute – Budget – Supplementary Pricing Notes**

**This cost summary is based solely upon the works proposed within the Sanderson Weatherall schedule of works for the Nicholson Institute lower ground floor. In developing this initial cost advice, we have had engagement with our supply chain to establish budgets for key packages of the works.**

#### **Planning & Listed Building Consent**

We have made no allowance for planning application fees as we deem this may not be required based upon current assumed scope.

Listed Building Consent – we have made no allowance for ARH architects to formulate an application however excludes any statutory fees or face to face meetings.

#### **Consultants Fees**

All fees provided for Design Consultants at this stage are budget only, we have discussed a draft scope with ARH architects which is subject to agreement, and do not consider there is a requirement for a structural/civils engineer. On which basis provisional allowances have been made at this stage for RIBA 2, 3 and 4 fees as identified.

#### **Asbestos Removal**

In line with the survey from MD Compliance we have assumed that the extent of these works is highlighted within the report and no further works have been costed other than those mentioned.

#### **Strip Out Works**

The walls (and ceilings where required) will need to be stripped back to allow for the DOFF wall cleaning system. Speller Metcalfe has at this stage made no allowance to remove any loose furniture/equipment to dispose or store, and this applies to any fixed furniture and shelves that may be required to kept for future use in the LGF or elsewhere within the scheme at a later date.

#### **Works to Windows**

We have been unable to market test these elements of the works. Therefore, a provisional sum has been allowed for the reinstatement/replacement of failing leadwork flashings, and drainage gutters and metal windows which require heavy refurbishment/ replacement within this cost summary.

#### **Internal Wall & Ceiling Works**

We have allowed for the use of a DOFF system to the brickwork walls in order to clean them and strip them of paint.

#### **Grandfather Clock**

We have not been able to market test refurbishment of the grandfather clock, subsequently we have allowed a provisional sum for this item.

### **Flooring Works**

We have allowed to patch repair the parquet flooring, damp proofing, sand, and seal it.

Allowance has been made to replace / repair the terracotta flooring.

Allowance has been made to replace all existing the carpet flooring with new similar commercial grade carpet.

### **M&E Services**

We have engaged our MEP partner to survey the existing plumbing, heating and electrical installations who have advised a budget for the design, design supply & installation of following scope:

#### **Mechanical.**

- Strip out existing
- replace heating pipework, refurbish existing radiators, and replace thermostatic valves
- Enhance natural ventilation
- Installation of new hot & cold-water services to currently serviced locations & associated above ground drainage.
- Upgrade sanitaryware and brassware to existing WC.

#### **Electrical**

- Strip out existing
- Upgrade to current legislation mains distribution serving LGF area only
- Replacement lighting
- Replace small power & data outlets with new surface mounted switchgear and conduit.
- Fire alarm upgrade to latest standards
- Upgrade intruder alarm within LGF Area only

Test & commission all services and the provision of O&M's

Note: We have allowed a below the line option for an air heat source pump to be installed outside room B08 this could provide a more economical solution in lieu of the current shared boiler system that serves the whole of the building.

### **Roof Works**

We have allowed for the tiling to the sloped face to be repaired/ reinstated along with the lead roof covering in accordance with the surveyor's report.



We have made allowance to unblock the guttering and hoppers. and overhaul as reasonably necessary.

### **Brickwork**

We have made a provisional allowance for patch pointing and replacing defective bricks externally both area/rates will need to be reviewed at the next stage as volumes of earth will need to be removed to expose the buried brickwork.

We have assumed at this stage that the sandstone lintels do not require any remedial repairs at this stage, no structural concerns have been identified.

### **Landscaping**

We have allowed for a very limited amount of soft landscaping works which essentially is the cutting back of shrubs and climbers to the front of external walls B08 / B04 / B05.

### **General Clarifications / Exemptions / Notes**

- No allowance has been made for the provision of a Changing Places facility, this is understood to be relocated within Moorlands House and therefore not directly associated with these works.
- In the absence of a detailed fire strategy document for the whole building, no allowance has been made for adding, replacing, or upgrading any partitions, door sets, glazed screens etc.
- We have made no allowance for any acoustic enhancement to the building fabric or separating floors, ceiling, or internal walls.
- We have made no allowance for any works to or within the existing porch/covered shared entrance.
- The cost plan is based on uninterrupted, access to all areas, adopting normal working hours.
- An assessment calculated on BCIS TPI rates has been made assuming a forecasted start date onsite of May 2024
- We have made no allowance for a performance bond at this stage.
- Assumed that any closure of footpaths will be provided FOC also.
- Assumed that all electricity and water will be provided FOC by the Client.

# Programme

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Programme Reference

- T4152 Nicholson Institute (SP01), dated 08th September 2023 – PRECONSTRUCTION PROGRAMME
- T4152 Nicholson Institute (SP01), dated 08th September 2023 – CONSTRUCTION PROGRAMME

Preconstruction Programme

The preconstruction programme identifies high level activities to be undertaken prior to main construction works commencing.

The programme runs from the preparation of the of the cost advice, Stage 2 report, the development of stages 3 and 4 (including planning), finalisation of contracts to an anticipated start on site date of 20th May 2024. Key timeline is shown in the table below.

ACTIVITY	KEY DATES
Preparation of Cost Advice & Issue to AL / SMDC	08/09/2023
<b>AL/ SMDC Review/ Receive Instruction to Proceed with Stage 2 Design</b>	<b>11/09/2023 to 29/09/2023</b>
Preparation of Stage 2 Report & Issue to AL/ SMDC	25/09/2023 to 13/10/2023
<b>AL/ SMDC Review/ Receive Instruction to Proceed with Stage 3 – 4 Design</b>	<b>16/10/2023 to 06/11/2023</b>
Stage 3 Cost Confidence – Design	06/11/2023 to 19/01/2024
Stage 3 Cost Confidence – Commercial	06/11/2023 to 25/01/2024
<b>SMDC to Instruct ALS Team to Progress to Stage 4</b>	<b>25/01/2024</b>
Stage 4 Cost Certainty – Design	26/01/2024 to 08/03/2024
Stage 4 Cost Certainty – Commercial	09/02/2024 to 15/04/2024
<b>SMDC to Review and Instruct</b>	<b>16/04/2024 to 29/04/2024</b>
Planning Application	01/12/2023 to 12/04/2024
Discharge of planning conditions to allow a start on site	15/04/2024 to 17/05/2024
<b>ACM Prepare Contract Documents</b>	<b>22/03/2024 to 22/04/2024</b>
<b>Contract Validation</b>	<b>23/04/2024 to 29/04/2024</b>
SMML Site Mobilisation	16/04/2024 to 17/05/2024
<b>Start on Site</b>	<b>20/05/2024</b>

Construction Programme

Our high-level tender programme submitted provides the detailed analysis of the timeline required to deliver this project and is based solely on the information available to date together with high level conversations with our supply chain. Key points of note are identified in the table below.

ACTIVITY	KEY DATES
<b>Anticipated Start on Site</b>	<b>20/05/2024</b>
Asbestos Removal to allow construction works to commence	20/05/2024 to 31/05/2024
<b>Overall duration for asbestos removal (still to be confirmed)</b>	<b>2 weeks</b>
Lower ground floor refurbishment	03/06/2024 to 20/09/2024
<b>Overall duration for Lower ground floor refurbishment</b>	<b>16 weeks</b>
External Works	20/05/2024 to 20/09/2024
<b>Final Handover Date (All Works)</b>	<b>20/09/2024</b>
<b>O/A programme</b>	<b>18 weeks</b>

## Programme Considerations

### **General:**

*Please note these programmes and site logistics are for works to lower ground floor only and do not include for any further works to other levels.*

### **Preconstruction Programme:**

- Overall duration for the preconstruction period is 37 calendar weeks.
- Earliest construction start on site is 20<sup>th</sup> May 2024. (Based on the above preconstruction programme.)
- We have allocated from submission of cost advice to producing the stage 2 report, three weeks with an overlap into Alliance/SMDC review process of one week.
- We have assumed that full planning will be required (13 weeks anticipated).
- We have allocated input for a conservation architect which will feed into the planning process.
- We have shown the Christmas shut down as 2 weeks, this makes allowances for SMML / Client having additional time off over the Christmas period.

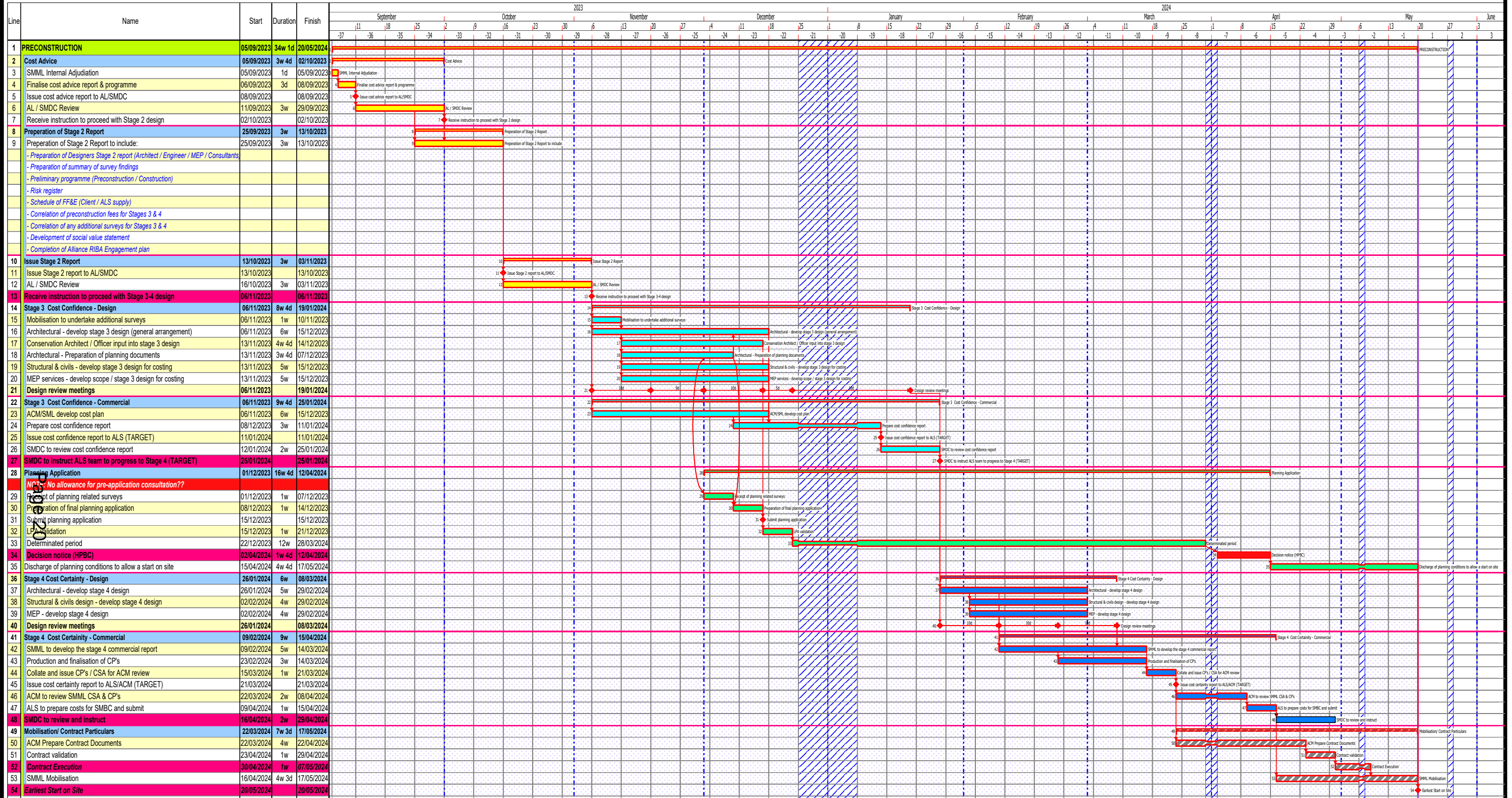
### **Construction Programme:**

- Overall Construction period = 18 weeks
- Anticipated SOS = 20<sup>th</sup> May 2024
- Anticipated completion date = 20<sup>th</sup> September 2024.
- We have assumed unrestricted access and no phasing of work.
- That the Client will have fully decanted from works areas prior to construction works commencing.
- Our programme shows an enabling package for asbestos removal prior to commencing main works.
- Following discussions with our grit blasting contractor, whilst the grit blasting is undertaken no other construction works will be able to commence. (Methodology and Health and Safety.)

### **Further considerations to the programme (Stage 2):**

- Because of the noise/disturbance generated by grit blasting there may be a requirement for Alliance and SMDC to relocate individuals on the upper occupied floors throughout these works.

- Due to the building being grade 2 listed, we may need to allocate any additional risk allowance to the overall construction programme duration.
- Asbestos – This has been identified as a 2-week duration on the programme (which is our current assessment.) Once we have undertaken the relevant survey and the report received, we will be in a better position to fully assess the time required for its removal.
- The potential works to the upper floors and the level of refurbishment will impact the programme in terms of sequence, decant and occupation strategy, site management, programme, and ultimately budget.

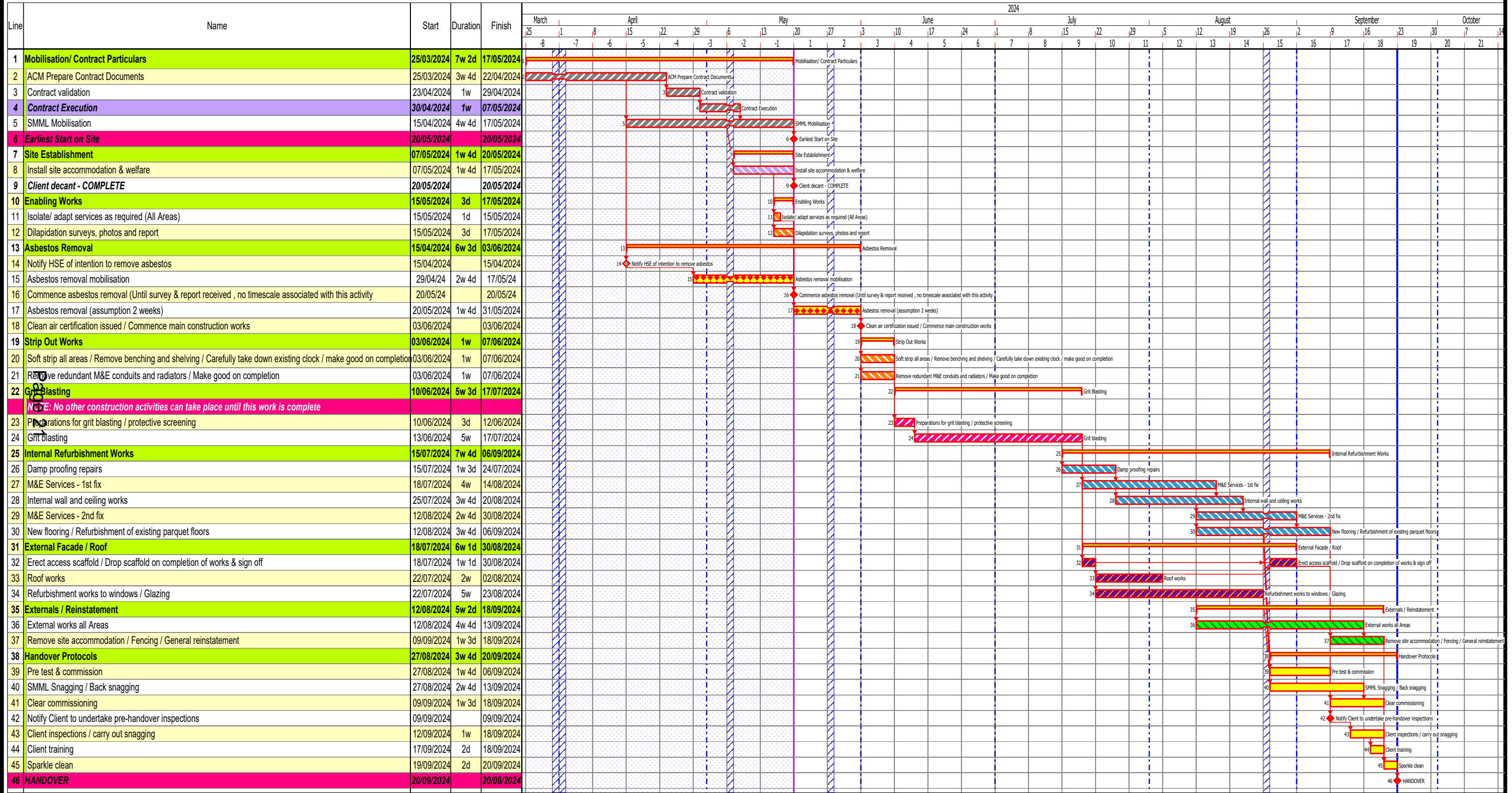


Alliance  
Summary  
Commercial Assessment  
Contracts | Mobilisation  
Stage 3  
Stage 4  
Key Dates  
Planning

Revision:                      Revision Date:  
 Comment:

Prog No                      Drawn By                      Drawn Date                      Program Status  
 T4152 SP01 T                      PAS                      08/09/2023                      **LOWER GROUND FLOOR ONLY**





Summary
Site Establishment
Enabling Works
Asbestos Removal
Grit Blasting
Refurbishment
External Facade
Externals
Handover
Contracts | Mobilisation
Key Dates

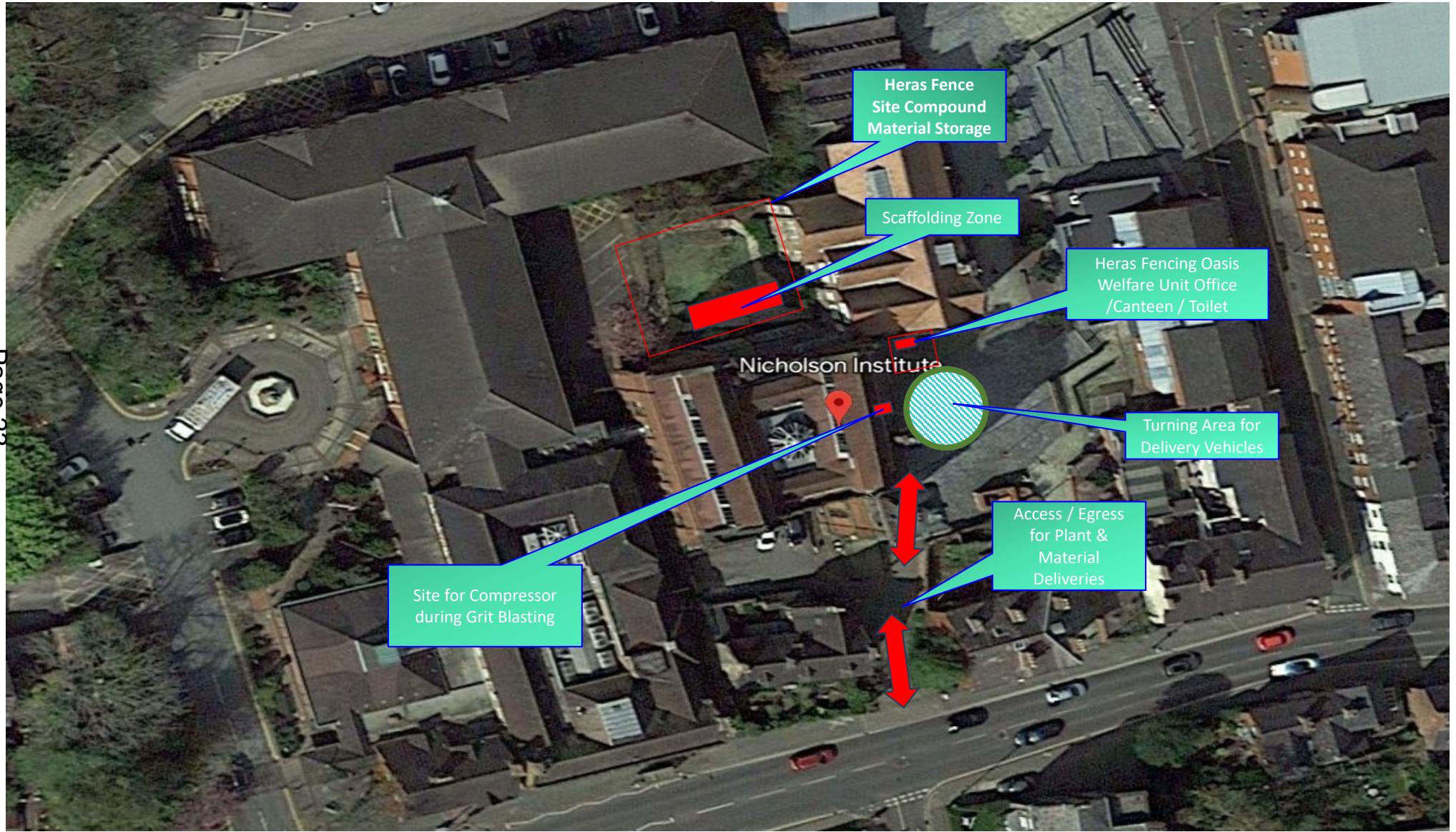
Revision: \_\_\_\_\_ Revision Date: \_\_\_\_\_  
 Comment: \_\_\_\_\_

Prog No: T4152 SP01 T      Drawn By: PAS      Drawn Date: 08/09/2023      Program Status: **LOWER GROUND FLOOR ONLY**

# Logistics

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Project: **NICHOLSON INSTITUTE DEVELOPMENT**

Drawing Reference: T4152 – PAS /JM 01

Drawing Title: **SITE LOGISTICS – SMML PROPOSED SITE ESTABLISHMENT PLAN (SHEET 1)**

Phase: N/A

Scale: **NOT TO SCALE**

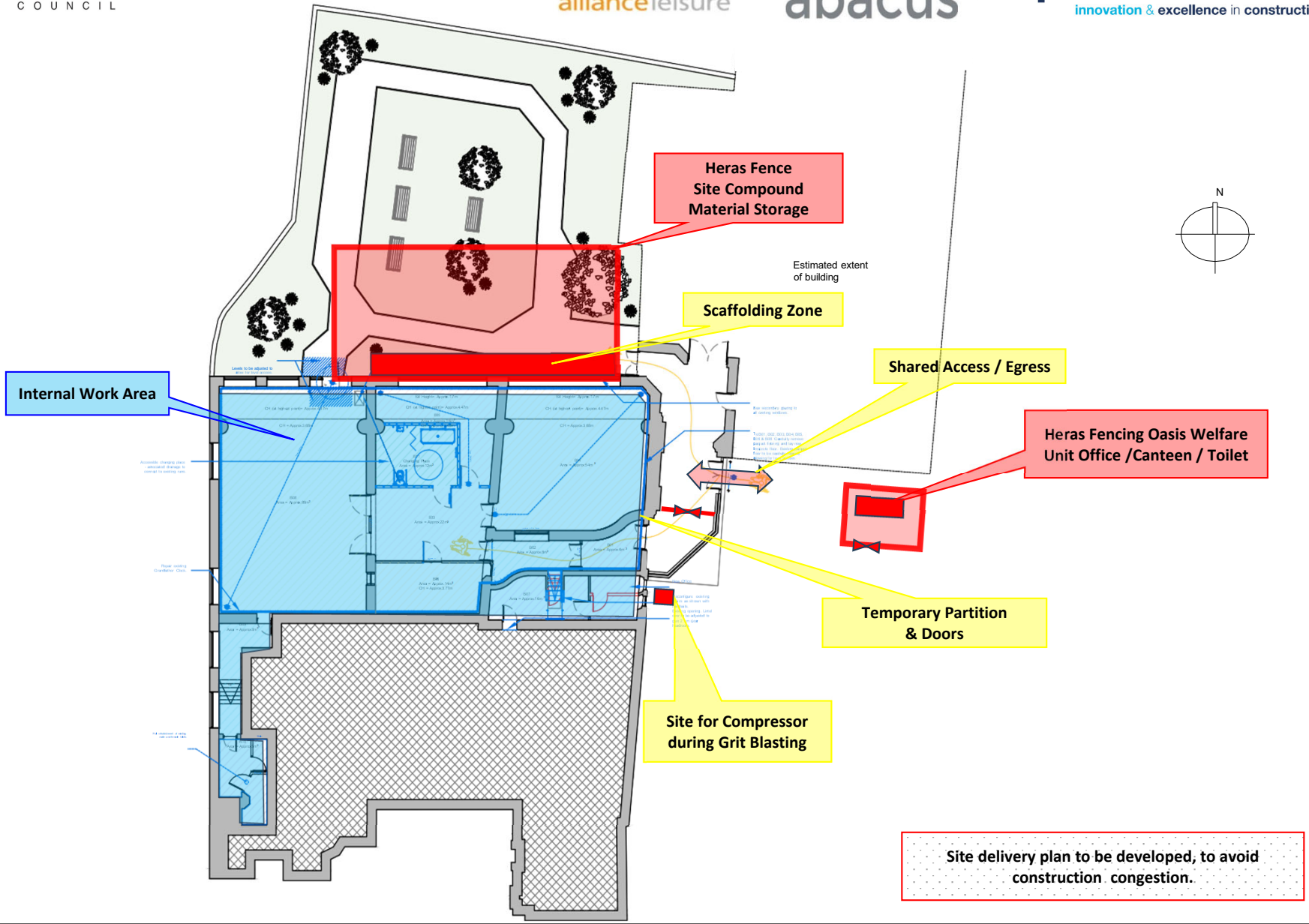
Date: Thursday, 07 September 2023

Page: 2 of 2

Drawn By: PAS / JM



SMM7 2017



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Project: **NICHOLSON INSTITUTE DEVELOPMENT**

Drawing Reference: T4152 – PAS /JM 01

Drawing Title: **SITE LOGISTICS – SMML PROPOSED SITE ESTABLISHMENT PLAN (SHEET 2)**

Phase: N/A

Scale: **NOT TO SCALE**

Date: Thursday, 07 September 2023

Page: 2 of 2

Drawn By: PAS / JM

# Staffordshire Moorlands – Nicholson Institute

## HIGH LEVEL COST ADVICE SUBMISSION

for Reinstating of the Lower Ground Floor

Existing Teaching Spaces and Associated Side Rooms

18/09/2023

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DRAFT



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abacus

HR

  
allianceleisure

SpellerMetcalfe

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# Executive Summary

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Alliance Leisure Services Ltd (ALS) have been instructed by Staffordshire Moorlands District Council (SMDC) to develop a solution for ensuring the lower ground floor of The Nicholson Institute was made water-tight and reinstated to be a usable space.

ALS engaged its project team made up of Abacus as Project Managers and Principal Designer, Speller Metcalfe as contractor and AHR as lead architect.

A number of surveys have been undertaken to help inform the high-level cost plan in this report which include:

- Digital Measured Survey
- R&D Asbestos Survey
- Lead in paint sample analysis & report
- Building condition survey & report inc. damp proofing report only
- Mechanical & Electrical Survey & Report
- Fire Risk Assessment / Compartment Condition Survey & report

The current high-level cost plan total £1.364m and includes a 20% contingency of £209k, and a provisional sum of £200k to change the entrance area to ensure separate access for the college. It also includes for Air Source Heat Pump technology @ £88k should SMDC wish to provide a more economic solution in lieu of the current shared boiler system.

This cost plan includes:

1. Asbestos Removal
2. Strip Out Works – walls & ceilings as appropriate
3. Windows: Reinstatement / replacement of failing leadwork flashings and drainage gutters
4. Internal Wall & Ceiling Works: DOFF system to clean, strip brickwork walls of paint.
5. Grandfather Clock: Prov sum for refurbishment
6. Flooring Works: patch repair the parquet flooring, damp proofing, sand, and seal / replace or repair the terracotta flooring and carpet flooring
7. M&E Services:
  - Mechanical: Strip out and replace heating pipework, refurbish existing radiators and replace thermostatic valves.
  - Enhance natural ventilation
  - Installation of new hot & cold-water services to currently serviced locations
  - Ground drainage
  - Upgrade sanitaryware and brassware to existing WC.
  - Electrical: -Strip out existing
  - Upgrade to current legislative mains distribution serving LGF area only
  - -Replacement lighting
  - -Replace small power & data outlets with new surface mounted switchgear and conduit.
  - -Fire alarm upgrade to latest standards
  - -Upgrade intruder alarm within LGF Area only
  - Install an air heat source pump.
8. Roof Works: Tiling repairs / reinstatement to the sloped face along with the lead roof
  - Allowance to unblock the guttering and hoppers. and overhaul as reasonably necessary.
9. Brickwork: Provisional Sum for patch pointing and replacing defective bricks
10. Landscaping: Cutting back of shrubs and climbers to the front of external walls

To undertake the lower ground floor works is estimated to take 18 weeks with pre-construction stages estimated to take 37 weeks. (Subject to further points raised below)

The overall LUF budget is £4.2m so now the estimated budget for re-instating the lower ground floor is understood it is now possible to develop the brief for the library and museum with the balance of the £2.8m budget

Typically, Alliance would advise to work through the RIBA stages to achieve a cost certainty cost (RIBA 4), however give the following factors:

- The design is more M&E driven than architectural
- The application to the Conservation Officer for Listed Building Consent is an unknown timescale and could delay a start on site if this is delayed until all pre-construction work is completed.
- To gain traction on a glazing refurbishment and leadwork package Speller Metcalfe need to place an order to be able to determine programme, as current companies are busy and will not commit to a timescale until they know a project is live.

Given the above points Alliance are suggesting that SMDC commit to the contract sum of £1.364m as a maximum cost (subject to a detailed risk register) and stakeholder discussions on September 26<sup>th</sup> 2023. This will allow the design of the library and museum space to be developed at the same time and potentially decant these services into the lower ground floor whilst these areas are refurbished.

# High Level Cost Plan

The high-level cost plan adjacent has been prepared based on surveys undertaken and supplier quotes.

Please note:

- No allowance has been made for the provision of a Changing Places facility, this is understood to be relocated within Moorlands House and therefore not directly associated with these works.
- In the absence of a detailed fire strategy document for the whole building, no allowance has been made for adding, replacing, or upgrading any partitions, door sets, glazed screens etc.
- There is no allowance for any acoustic enhancement to the building fabric or separating floors, ceiling, or internal walls.
- There is no allowance for any works to or within the existing porch/covered shared entrance.
- The cost plan is based on uninterrupted, access to all areas, adopting normal working hours.
- Based on a start on site of May 24
- Assumed that any closure of footpaths will be provided FOC also.
- Assumed that all electricity and water will be provided FOC by the Client.

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CAPITAL INVESTMENT SUMMARY - Nicholson Institute	
CAPITAL INVESTMENT SUMMARY - LOWER GROUND FLOOR - 08 09 2023	CAPITAL INVESTMENT COSTS
TO BE READ IN CONJUNCTION WITH SPELLER METCALFE SUBMISSION	
Speller Metcalfe Fee's to date	£ 25,805
<b>SITE</b>	
Asbestos Removal	£ 2,703
Strip Out works	£ 29,603
Works to windows	£ 113,526
Internal wall & ceiling works	£ 147,170
Flooring works	£ 50,794
M&E Services	£ 103,307
Roof works	£ 13,346
External works	£ 11,947
Prelims	£ 130,000
D&B Contingency	£ 30,120
OHP	£ 28,463
Fees for RIBA 2/3/4 (Prov sum) subject to design brief	£ 53,500
Inflation	£ 15,522
Bond (Prov sum)	£ 3,750
Entrance modifications (Prov SUM)	£ 200,000
ASHP to service LGF outside room B08 this could provide a more economical solution in lieu of the current shared boiler system that serves the whole of the building.	£ 88,196
<b>TOTAL COST</b>	<b>£ 1,047,752</b>
Project Management	£ 46,260
Principal Designer	£ 6,200
ALS Delivery Fee	£ 41,910
Contingency	£ 209,550
UKLF Fee	£ 12,841
<b>TOTAL COST</b>	<b>£ 1,364,514</b>

VAT will be applied at the standard rate

To be read in conjunction with Appendix 1 (Speller Metcalfe submission)



## **Charities and Trusts Committee - 14 November 2023**

### **Endowment Charities' Annual Accounts 2022/23**

#### **Recommendation(s) / Action(s) Required**

- a. That the Charity and Trusts Committee approve the Annual Accounts for 2022/23 for the 12 Charities where Staffordshire County Council is the Custodian Trustee (See Appendix 1).
- b. That the Charity and Trusts Committee approve the Trustee's Annual Reports for the 3 Charities, which are required to submit such to the Charity Commission.

#### **Report of Rob Salmon, Director of Finance**

#### **Summary**

1. This report presents the Annual Accounts for 2022/23 for each of the Endowment Charities 'Charities' where Staffordshire County Council ("the Council") has been appointed Sole Trustee (also referred to as Custodian Trustee).

#### **Report**

#### **Background**

2. The Council is the Custodian Trustee for 12 Charities and administers the funds of several other Charities, including those where there may only be land and/or buildings. These 12 Charities were typically set up for education purposes. As Custodian Trustee, the Council is responsible for directing the affairs of the Charities, ensuring they are solvent and well-run and that they deliver the charitable objectives for the benefit of those for whom they were intended.
3. The Director of Finance is responsible for the day to day financial affairs of the Charities i.e., the collection of income and ensuring that any expenditure payable is in accordance with the 'Application of Income' stated in the Trust Deed. The Director of Finance is also responsible for the production of the Annual Accounts for the 12 Charities.
4. The Charity and Trusts Committee, in fulfilling its role, as Custodian Trustee for the 12 Charities, is required to approve their Annual Accounts. The Annual Accounts include a Statement of Income and



Expenditure for the 2022/23 financial year and a Summary of Investments as at 31 March 2023.

5. Additionally, Charity Commission regulations state that charities with income levels of over £25,000 must submit a copy of their annual accounts, their Trustee's annual report, and a report from an independent examiner or auditor, to them annually.
6. Currently 3 of the 12 Charities fall within this category and their annual reports have been included for approval by the Committee. These have been audited by the Staffordshire Internal Audit Service, acting as the Independent Auditor, prior to submission to the Charity Commission.

### **List of Background Documents/Appendices:**

Appendix 1 – Endowment Charities' Annual Accounts for 2022/23,

### **Contact Details**

<b>Report Author:</b>	Melanie Stokes
<b>Job Title:</b>	Assistant Director for Treasury & Pensions
<b>Telephone No.:</b>	(01785) 276330
<b>E-Mail Address:</b>	<a href="mailto:melanie.stokes@staffordshire.gov.uk">melanie.stokes@staffordshire.gov.uk</a>



**BREWOD EDUCATIONAL Charity - TA0093**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

	£	£
Balance on temporary investment b/fwd 1 April 2022		70,841.88
<u>Income</u>		
Interest on permanent Investments	75,535.07	
Interest on temporary Investments	<u>1,040.34</u>	76,575.41
<u>Expenditure</u>		
Clerking fees	(210.00)	
Discretionary Grants to Schools	<u>(102,527.03)</u>	<u>(102,737.03)</u>
Surplus Income on temporary Investment with Staffordshire County Council available to spend at 31 March 2023		<u><u>44,680.26</u></u>
<u>Farm Reserve Funds</u>		
Major Repair Fund on temporary Investment with Staffordshire County Council at 31 March 2023		<u><u>2,765.53</u></u>
Minor Repair Fund on temporary Investment with <b>Staffordshire County Council</b> at 31 March 2023		<u><u>803.92</u></u>

<u>Permanent Investment Type</u>	<u>Purchase Price</u>	<u>Nominal Value</u>	<u>Unit Value</u>	<u>Market Value 31/03/2023</u>	<u>Forecast Annual Income</u>	<u>Due</u>
	£	£		£	£	
COIF Investment Fund Accumulation Shares	203.33	147.33	22,917.11	33,763.78	0.00	
COIF Investment Fund Income Shares	1,245,368.50	138,647.35	1,873.66	2,597,779.94	75,595.40	Jun/Sept/Dec/Mar
Total Market Value as at 31 March 2023			<u>24,790.77</u>	<u>2,631,543.72</u>	<u>75,595.40</u>	

## Trustee's Annual Report for the period: 1 April 2022 until 31 March 2023

### Administration details

Charity name	<b>Brewood Educational Charity</b>
Charity registration number	<b>518038</b>
Charity principal address	<b>2 Staffordshire Place, Tipping Street, Stafford, ST16 2DH</b>

### Objective

Governing document	<b>Title Deed registered with Charity Commission on 7 July 1986 as varied by Scheme dated 30 September 1992.</b>
Objective of the Charity	<b>To provide such special benefits of any kind not normally provided by the Local Education Authority for any secondary school (excepting the Brewood Middle School) serving in the area of parishes of Brewood, Stretton, Featherstone, Shareshill and Codsall as may from time to time be agreed between the School Governors and the Trustees. Also to promote the education of persons under the age of 25 who are in need of financial assistance and who have not for less than 2 years at any time either attended any secondary middle school (except Brewood Middle School) which serves or has served the said area.</b>

### Structure, governance and management

Registered Trustee	Staffordshire County Council
Managing Trustees	Managing Trustees are Teachers, Governors or representatives appointed from time to time to represent each school. Criminal Records Bureau checks were carried out prior to commencement of their involvement.

Schools represented were:

Wolgarston High School

Codsall Community High School

Cheslyn Hay Community High School

Blessed William Howard Catholic High School

### **Financial details**

To achieve the objectives of the charity, the Managing Trustees met twice a year to consider requests and allocate the discretionary awards and grants.

The financial statements were supplied and analysed by the Managing Trustees minimum twice a year.

During the 2022/23 financial year, total income received from permanent and temporary investments was £76,575.41 and total expenditure of £102,737.03 was allocated as discretionary grants towards the costs of items such as transport support, student awards and pastoral/mental health support.

### **Investments**

Name of Investment	Number of Units	Market Value as at 31 March 2023 £
COIF Accumulation Shares Fund	147.33	33,764
COIF Investment Fund	138,647.35	2,597,780
Total Market Value		<b>2,631,544</b>

### **Other information**

The Brewood Education Charity includes two additional funds on temporary investment with Staffordshire County Council called the Major and Minor Farm Reserve Funds.

The cash value of the funds as at 31 March 2023 is as follows:

	£
Major Repair Farm Reserve Fund	2,765.53
Minor Repair Farm Reserve Fund	803.92

### **Independent Examination**

The financial accounts of the charity for the financial year 2022/23 were checked and approved by an independent examiner from the Staffordshire Internal Audit Service.

Signed on behalf of the Charity Trustees

A handwritten signature in black ink, appearing to read 'M. A. Stokes'.

Full name: Melanie A. Stokes

Position: Assistant Director for Treasury and Pensions

Date: 20/10/23

## **Independent Examiner's Report to the Trustees of Brewood Educational Charity – 518038**

I report to the Trustees on my examination of the accounts of the Brewood Educational Charity Trust ('the Trust') for the year ended 31 March 2023.

### **Responsibilities and Basis of Report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

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

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records

I have no concerns and have come across no matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Lee Taylor  
Audit Assistant  
Internal Audit Services  
Staffordshire Place 1  
Tipping Street  
Stafford  
Staffordshire  
ST16 2DH

03 October 2023

**RUGELEY EDUCATIONAL ENDOWMENT - TA0010**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

		£	£
Balance on temporary investment b/fwd	1 April 2022		88,290.95
 <u>Income</u>			
Interest on permanent investments		86,740.43	
Interest on temporary investments		<u>2,247.51</u>	88,987.94
 <u>Expenditure</u>			
Educational Equipment		(26,201.35)	
Education Visits		(12,629.13)	
Endowment Prizes		(8,991.44)	
Sporting/Cultural Activities		(3,855.83)	
Discretionary Grants		(6,585.87)	
Financial Assistance		(2,732.75)	
Other services			<u>(60,996.37)</u>
 Surplus income on temporary investment with Staffordshire County Council at	 31 March 2023		 <u><b>116,282.52</b></u>
 <u>Committed Expenditure</u>			
		(47,317.48)	(47,317.48)
 <b>Total available for expenditure at</b>	 <b>31 March 2023</b>		 <u><b>68,965.04</b></u>

**Summary of Investments**

<u>Permanent Investment Type</u>	<u>Purchase Price</u>	<u>Nominal Value</u>	<u>Unit Value</u>	<u>Market Value</u>	<u>Forecast Annual Income</u>
	£	Units		£	£
COIF Investment Fund Shares at 1 April 2022	1,504,736.04	159,215.19	1,947.35	3,100,477.00	86,813.00
Sale of Shares 9 January 2023	(616,333.29)	(65,213.85)	1,840.10	(1,200,000.00)	
COIF Investment Fund Shares at 31 March 2023	888,402.75	94,001.34	1,873.66	1,761,265.51	51,252.83
 Total Market Value as at		 31 March 2023		<u>1,761,265.51</u>	<u>51,252.83</u>

**Trustee's Annual Report for the period: 1 April 2022 until 31 March 2023**

**Administration details:**

Charity name:	<b>Rugeley Educational Endowment</b>
Charity registration number	<b>528603</b>
Charity principal address:	<b>2 Staffordshire Place, Tipping Street, Stafford, ST16 2DH</b>

**Objective:**

Governing document:	<b>Title Deed registered with Charity Commission on 31 March 1994 and as amended on 6 July 2017</b>
Objective of the Charity	<b>To provide for any eligible school equipment and other items, services and facilities for such school and thereby advance education thereat. In otherwise promoting the education either generally or individually of beneficiaries. The Trustee shall apply income in awarding prizes to pupils in recognition of their academic, artistic, moral or physical achievements, thereby furthering their education. Area of Benefit shall mean the area of Rugeley. Eligible school shall mean any secondary school in the Area of Benefit. Beneficiaries shall mean persons under 25 years of age who are or who have been pupils of an eligible school.</b>

**Structure, governance and management:**

Registered Trustee	Staffordshire County Council
Managing Trustees	Managing Trustees are Teachers, Governors or representatives of the eligible schools appointed by each school. Criminal Records Bureau checks were carried out prior to commencement of their involvement.

Schools represented were :

The Hart School Academy

### **Financial details and summary of the allocation of funds**

The Managing Trustees met regularly to consider requests and to allocate awards and grants to individual pupils and to the school, to support various projects including the purchase of digital learning services, the award of student prizes and rewards and contributing to various educational visits.

The financial statements were supplied and analysed by the Managing Trustees three times during the year.

During the 2022/23 financial year, total income received from permanent and temporary investments was £88,987.94 and total expenditure was £60,996.37.

The details of the expenditure from the Endowment are as follows:

Area of expenditure	Amount
	£
Financial Assistance/ Grants/ Awards	18,310.06
Educational Equipment	30,057.18
Educational Visits	12,629.13
<b>Total</b>	<b>60,996.37</b>

### **Investments**

Name of Investment	Number of Units	Market Value as at 31 March 2023 £
COIF Investment Fund	94,001.34	1,761,266

### **Additional information**

Managing Trustees also committed expenditure to the value of £47,317 towards individual school projects, which was unspent at the year end.

During the year £1,200,000 of permanent Endowment COIF Investment Fund Shares were sold and the proceeds used for a new Classroom at the Hart school, as approved by Charity Commission.



### **Independent Examination**

The financial accounts of the charity for the financial year 2022/23 were checked and approved by an independent examiner from the Staffordshire Internal Audit Service.

Signed on behalf of the Charity Trustees

A handwritten signature in black ink, appearing to read 'M. A. Stokes'.

Full name: Melanie A. Stokes

Position: Assistant Director for Treasury & Pensions

Date: 20/10/23

**Independent Examiner's Report to the Trustees of  
The Rugeley Educational Endowment – 528603**

I report to the Trustees on my examination of the accounts of the The Rugeley Educational Endowment Trust ('the Trust') for the year ended 31 March 2023.

**Responsibilities and Basis of Report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent Examiner's Statement**

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

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records

I have no concerns and have come across no matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Lee Taylor  
Audit Assistant  
Internal Audit Services  
Staffordshire Place 1  
Tipping Street  
Stafford  
Staffordshire  
ST16 2DH

03 October 2023

**Stafford Education Centre Charity TA0141**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

	£	£
Balance on temporary investment b/fwd 1 April 2022		98,182.81
 <u>Income</u>		
Interest on permanent investments	158,626.97	
Interest on temporary investments	<u>4,206.25</u>	162,833.22
 <u>Expenditure</u>		
Contribution to Stafford 14-19 Partnership 2022 / 2023	<u>(149,320.00)</u>	(149,320.00)
Surplus income on temporary investment with Staffordshire County Council at 31 March 2023		<u><u>111,696.03</u></u>

**Summary of Investments**

<u>Permanent Investment Type</u>	<u>Purchase Price</u>	<u>Nominal Value</u>	<u>Unit Value</u>	<u>Market Value 31/03/2023</u>	<u>Forecast Annual Income</u>	<u>Due</u>
	£	units		£	£	
COIF Investment Fund Shares	3,325,969.15	291,165.50	1,873.66	5,455,451.51	158,753.64	Jun/Sept/ Dec/Mar
Total Market Value as at 31 March 2023				<u>5,455,451.51</u>	<u>158,753.64</u>	

## **Trustee's Annual Report for the period: 1 April 2022 until 31 March 2023**

### **Administration details**

Charity name	<b>Stafford Education Centre Charity</b>
Charity registration number	<b>528604</b>
Charity principal address	<b>2 Staffordshire Place, Tipping Street, Stafford, ST16 2DH</b>

### **Objectives:**

Governing document	<b>Title Deed registered with Charity Commission on 26 July 1963</b>  <b>Governing document – scheme dated 11 March 2016</b>
Objective of the Charity	<b>1. The promotion of education of persons between the ages of 14 and 19 years (and subject to the provisions of sub-clause 2 of this clause for children under the age of 14) who are resident in, or being educated in, Stafford in such ways as the Trustee sees fit.</b> <b>2. The Trustee may permit the property of the charity to be used for the education of children under the age of 14 by the granting of a licence to an educational institution in need of such use (for conditions see scheme).</b>

### **Structure, governance and management**

Registered Trustee	Staffordshire County Council
Managing Trustees	Managing Trustees are representatives of Staffordshire County Council Charities and Trust Committee. Criminal Records Bureau checks were carried out prior to commencement of their involvement.

## **Financial details**

To achieve the objectives in 2022/23, the Registered Trustee gave approval to allocate income to the education of young people, resident in Stafford, as part of the Stafford 14-19 Partnership.

During the 2022/23 financial year, total income received from permanent and temporary investments was £162,833.22 and total expenditure was £149,320.00.

The details of expenditure from the Endowment are as follows:

Narrative	£
Approved contribution to Stafford 14-19 Partnership	149,320
<b>Total</b>	<b>149,320</b>

## **Investments**

Name of Investment	Number of Units	Market Value as at 31 March 2023 £
COIF Investment Fund	291,165.50	5,455,452

## **Independent Examination**

The financial accounts of the charity for the financial year 2022/23 were checked and approved by an independent examiner from the Staffordshire Internal Audit Service.

Signed on behalf of the Charity Trustees



Full name: Melanie A. Stokes

Position: Assistant Director for Treasury and Pensions

Date: 20/10/23

## **Independent Examiner's Report to the Trustees of Stafford Education Centre Charity – 528604**

I report to the Trustees on my examination of the accounts of the Stafford Education Centre Charity Trust ('the Trust') for the year ended 31 March 2023.

### **Responsibilities and Basis of Report**

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### **Independent Examiner's Statement**

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

1. Accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. The accounts do not accord with those records

I have no concerns and have come across no matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Lee Taylor  
Audit Assistant  
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Staffordshire  
ST16 2DH

03 October 2023

**BURTON-ON-TRENT EDUCATIONAL CHARITY - TA0121**  
(former Short Street Infants school)

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

	£	£
Balance on temporary investment b/fwc 1 April 2022		29,259.65
 <u>Income</u>		
Interest on permanent investments	0.00	
Interest on temporary investments	<u>662.03</u>	662.03
 <u>Expenditure</u>		
	<u>0.00</u>	0.00
 Surplus income on temporary investment with Staffordshire County Council at 31 March 2023		 <u><u>29,921.68</u></u>

**JOAN & PETER HARRIS MUSIC TRUST - TA0131**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

		£
Balance on temporary investment b/fwd 1 April 2022		281.98
<u>Income</u>		
Interest on temporary investments	6.38	6.38
	<hr/>	
<u>Expenditure</u>		
	0.00	0.00
Surplus income on temporary investment with Staffordshire County Council at 31 March 2023		<hr/> <u>288.36</u>



**DOSTHILL PRIMARY SCHOOL - TA0151**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

		£
Balance on temporary investment b/fwd	1 April 2022	4,613.65
 <u>Income</u>		
Interest on temporary investments	104.39	104.39
	<hr/>	
 <u>Expenditure</u>		
		0.00
		<hr/>
Surplus income on temporary investment with Staffordshire County Council at	31 March 2023	<u>4,718.04</u>

**STAFFORD EDUCATIONAL ENDOWMENT - TA0081**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

	£	£
Balance on temporary investment 1 April 2022		19,639.73
 <u>Income</u>		
Interest on permanent investments	18,691.80	
Interest on temporary investments	<u>297.63</u>	
		18,989.43
 <u>Expenditure</u>		
Discretionary Grants to Schools	(17,659.00)	
Financial Assistance	(649.00)	
Clerking fees	<u>(100.00)</u>	
		<u>(18,408.00)</u>
Surplus on temporary investment with Staffordshire County Council at 31 March 2023		<u><u>20,221.16</u></u>

**Summary of Investments**

<u>Permanent Investment Type</u>	<u>Purchase</u>	<u>Nominal</u>	<u>Unit</u>	<u>Market Value</u>	<u>Forecast</u>	<u>Due</u>
	<u>Price</u>	<u>Value</u>	<u>Value</u>	<u>31/03/2023</u>	<u>Annual</u>	
	£	units		£	£	
COIF Investment Fund Shares	176,422.25	34,309.49	1,873.66	642,843.19	18,706.74	Jun/Sept/Dec/Ma
Total Market Value as at 31 March 2023				<u>642,843.19</u>	<u>18,706.74</u>	

**STONE ALLEYNES HIGH SCHOOL - TA0021**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

	£	£
Balance on temporary investment b/fwd 1 April 2022		5,483.70
 <u>Income</u>		
Trinity College Grant	480.00	
Interest on permanent investments	1,843.62	
Interest on temporary investments	<u>125.76</u>	2,449.38
 <u>Expenditure</u>		
Educational Equipment		
Prizes and Rewards	(1,300.08)	
Other	<u>(139.00)</u>	(1,439.08)
Surplus income on temporary investment with Staffordshire County Council at 31 March 2023		<u><u>6,494.00</u></u>

**Summary of Investments**

<u>Permanent Investment Type</u>	<u>Purchase Price</u> £	<u>Nominal Value</u> £	<u>Unit Value</u>	<u>Market Value</u> <u>31/03/2023</u> £	<u>Forecast Annual Income</u> £
COIF Investment Fund Income Shares	33,615.78	3,384.03	1,873.66	63,405.22	1,845.09
Trinity College					480.00
 Total Market Value as at 31 March 2023				<u>63,405.22</u>	<u>2,325.09</u>

LANDAU FORTE ACADEMY & RAWLETT COMMUNITY SPORTS COLLEGE

Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023

	£	£
Balance on temporary investment 1 April 2022		39,211.87
<u>Income</u>		
Interest on permanent Investments	9,378.14	
Interest on temporary investments	1,016.50	
Rental income	<u>4.97</u>	
		10,399.61
<u>Expenditure</u>		
	<u>                    </u>	0.00
Surplus income on temporary investment with Staffordshire County Council at 31 March 2023		<u><u>49,611.48</u></u>

Summary of Investments

<u>Permanent Investment Type</u>	<u>Purchase Price</u>	<u>Nominal Value</u>	<u>Unit Value</u>	<u>Market Value 31 March 2023</u>	<u>Forecast Annual Income</u>	<u>Due</u>
	£	£		£	£	
COIF Investment Fund Shares	74,962.10	17,213.90	1,873.66	322,529.96	9,385.62	Jun/Sept/Dec/Mar
Total Market Value as at 31 March 2023				<u>322,529.96</u>	<u>9,385.62</u>	

**TAMWORTH AND DISTRICT YOUTH CENTRE - TA0102**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

	£	£
Balance on temporary investme 1 April 2022		14,348.43
 <u>Income</u>		
Interest on permanent investments	2,202.89	
Interest on temporary investments	<u>354.52</u>	2,557.41
 <u>Expenditure</u>		
1/3 Capital Transfer	<u>(118.17)</u>	(118.17)
Surplus income on temporary investment with Staffordshire County Council at 31 March 2023		<u><u>16,787.67</u></u>

**Summary of Investments**

<u>Permanent Investment Type</u>	<u>Purchase Price</u>	<u>Nominal Value</u>	<u>Unit Value</u>	<u>Market Value 31 March 2023</u>	<u>Forecast Annual Income</u>	<u>Due</u>
	£	£		£	£	
COIF Investment Fund Shares	35,415.55	4,043.46	1,873.66	75,760.69	2,204.64	Jun/Sep/Dec/Mar
Total Market Value as at 31 March 2023				<u>75,760.69</u>	<u>2,204.64</u>	

**THOMAS RUSSELL FOUNDATION & SCHOOL ALLOTMENTS - TA0061**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

	£	£
Balance on temporary investment b/fwd 1 April 2022		2,441.42
 <u>Income</u>		
Interest on permanent investments	348.36	
Interest on temporary investments	<u>60.05</u>	408.41
 <u>Expenditure</u>		
	0.00	0.00
Surplus income on temporary investment with Staffordshire County Council 31 March 2023		<u><u>2,849.83</u></u>

**Summary of Investments**

<u>Permanent Investment Type</u>	<u>Purchase Price</u>	<u>Nominal Value</u>	<u>Unit Value</u>	<u>Market Value 31/03/2023</u>	<u>Forecast Annual Income</u>
	£	£		£	£
COIF Investment Fund Income Shares - School Allotments	5,255.70	611.99	1,873.66	11,466.61	333.68
COIF Investment Fund Income Shares - Thomas Russell Foundation	1,229.84	27.44	1,873.66	514.13	14.96
Total Market Value as at 31 March 2023				<u>11,980.74</u>	<u>348.64</u>

**UTTOXETER ALLEYNES FOUNDATION ENDOWMENT - TA0071**

**Statement of Income & Expenditure for the period 1 April 2022 - 31 March 2023**

	£	£
Balance on temporary investment b/fwd 1 April 2022		<b>3,165.10</b>
 <u>Income</u>		
Trinity College Grant	480.00	
Interest on permanent investments	1,135.04	
Interest on temporary investments	<u>87.52</u>	1,702.56
 <u>Expenditure</u>		
	<u>0.00</u>	0.00
Surplus income on temporary investment with Staffordshire County Council at 31 March 2023		<u><u><b>4,867.66</b></u></u>

**Summary of Investments**

<u>Permanent Investment Type</u>	<u>Purchase Price</u>	<u>Nominal Value</u>	<u>Unit Value</u>	<u>Market Value 31 March 2023</u>	<u>Forecast Annual Income</u>	<u>Due</u>
	£	£		£	£	
COIF Investment Fund Shares	20,767.54	2,083.40	1,873.66	39,035.83	1,135.94	Jun/Sept/Dec/Mar
Trinity College					480.00	Mar
Total Market Value as at 31 March 2023				<u><u><b>39,035.83</b></u></u>	<u><u><b>1,615.94</b></u></u>	

