



# Valerie Taylor Trust

Supporting the work of Valerie Taylor in Bangladesh

## Charity Details

### Charity Name

Valerie Taylor Trust

### Charity Number

1122245

### Correspondence Postal Address

4 Wilberforce Road, Coxheath, Maidstone,  
Kent, ME17 4HA

### Correspondence Email Address

admin@valerietaylortrust.org

### Website Address

www.valerietaylortrust.org

### Trustees

Mr Benjamin Clackson  
Mr Stuart Jeffreys  
Ms Janet Ivin  
Mrs Margaret Hakim  
Mr Mokhtar Hussain  
Dr Bryan Whitty  
Mr M.A. Rashid  
Mr Jahangir Alam  
Dr Philomena Commons

### Professional Advisors

#### Banker:

HSBC

110 High Street, Godalming, Surrey,  
GU7 1DP

#### Independent Examiner:

Saaima Ashraf

3 Repton Road, Earley, Reading,  
RG6 7LJ

In 2018-9 the Trust's Income was greatly increased by the first instalment of an exceptionally generous legacy from John Lanzer, a long-term friend of CRP. In combination with the continuing standing orders and fund-raising efforts of our members and supporters, this produced VTT's highest ever annual income.

However we need to become less dependent on the energy and charisma of CRP's founder, Valerie Taylor.

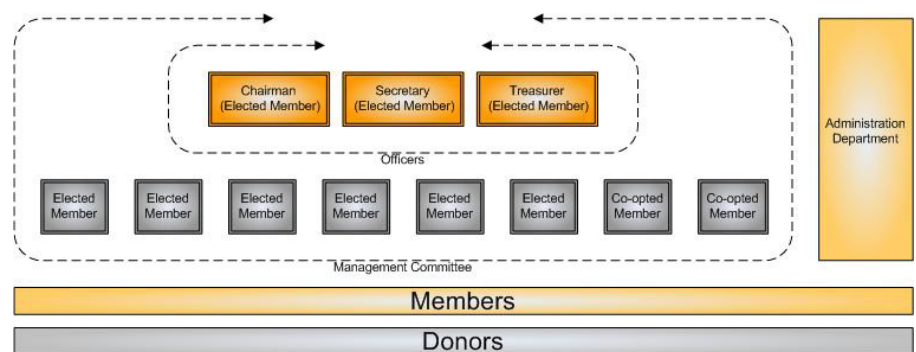
## Annual Report 2018 – 2019

### Structure, Governance and Management

The Valerie Taylor Trust is governed by a constitution adopted on 5 September 2007 as amended on 16 December 2007.

The charity is managed and administered by a Management Committee. The Management Committee for the year 2018-2019 comprised of elected and co-opted members who are also the trustees of the charity.

The chart below indicates the organisational structure of the Valerie Taylor Trust for the year 2018 - 2019:



### Recruitment of the Management Committee

At the 2018 annual general meeting, two members of the Management Committee stood down, but were willing to be re-elected. Valid nominations were also received for Janet Ivin and Jahangir Alam, who had previously been co-opted, and accordingly these four were elected, Janet Ivin as Secretary. Ben Clackson was adopted as Chairman.

At the 2019 annual general meeting one third of the members of the Management Committee will again stand down but will be eligible for re-election. The Management Committee may also appoint up to three co-opted members.

All members of the Valerie Taylor Trust are eligible to become members of the Management Committee. To become a member of the Management Committee, a member of the Valerie Taylor Trust needs to be nominated by another member of the Valerie Taylor Trust and stand for election at the next Annual General Meeting.

## Our Objects

The objects of the Valerie Taylor Trust are:

- To assist in the treatment, care and rehabilitation of disabled people in Bangladesh, in particular but not exclusively by promoting reintegration into the community, raising awareness of disability issues, and educating health care workers.
- To relieve poverty in Bangladesh.

The Trustees have decided that at the moment the best way of fulfilling these aims is by making grants to the Centre for the Rehabilitation of the Paralysed (CRP).

# Total income = £366,066

## Financial Review

Funds are raised by donations, membership support, fundraising events, trusts and companies. Expenditure is aimed to promote all these forms of giving, such as providing access on the Just Giving website, Gift Aid envelopes, leaflets and mailing campaigns.

During the period of this report, the total income was £366,066. This consisted of donations and subscriptions totalling £262,079, reclaimed tax as Gift Aid of £9,201, £4,795 from other activities, and £89,846 from companies. Donations included a £200,000 interim payment from a legacy. Expenses related to supporting this giving were £3,258.

£164,000 was sent to CRP during the year, and the balance of cash funds remaining was £218,084. CRP was unable to get permission from the Bangladesh Government to receive (most of) this cash before the end of our financial year.

The trustees consider that the simplicity of the trust's finances means that they do not require a detailed reserve policy. However, they ensure that the trust always has at least £2,000 on hand, which would be sufficient to cover its costs for six months. The Trust does not currently have an investment policy because all receipts, net of expenses, are sent to CRP. The trustees have reviewed the relevant legislation and believe that the trust's accounts are exempt from the requirement from an annual audit, and that an independent examination suffices.

## Safeguarding Policies at CRP

VTT is required to exercise "due diligence" to ensure that CRP, which it supports financially, has adequate policies for the protection of the children and vulnerable adults in its care.

We have therefore reviewed the operation of the Protection policy for children and vulnerable adults with the Safeguarding Officer in HR Department and the Executive Director. The Safeguarding Officer has organized meetings at the Savar centre and also outlying centres to raise awareness of Safeguarding Issues with the help of posters with Bengali captions. The posters explain that safeguarding concerns can be reported to staff members or the Safeguarding Officer. However no protection incidents have been logged in the 3 years since the policy was first approved, which may indicate that the policy, although good on paper, is not yet fully effective.

There is a hostel in which some children at CRP's Inclusive School sleep at night, looked after by ayahs. Many of these children have Cerebral Palsy and speech difficulties. It was agreed that this was a potential risk area and that ayahs and foreign volunteers should be asked to sign the Declaration of Commitment to the Policy (currently only staff do). When foreign volunteers are made aware of the policy, they will also be empowered to report any behaviour they observe which they think contravenes the policy. Also the posters will be modified to include the telephone number of the Safeguarding Officer to make it easier for parents to report concerns. Consideration will be given to the translation of the policy into Bengali, since it is a long and difficult read for staff whose English is not very strong.

In view of its grants to CRP and the contributions of volunteers from the UK, Trustees consider they have complied with their duty under section 4 of the Charities Act 2006 concerning public benefit, primarily the advancement of health and the relief of those in need by reason of disability.

## Achievements

- Volunteers from UK this year included Glen McGhee, an experienced orthotist helping the Department of Prosthetics and Orthotics, and Liz Timms, gathering material for her forthcoming book on the stories of people who have had prosthetic limbs fitted by CRP.
- Jan and Roger Varney and Mary Ann and Phil Waddell helped run a successful Pressure Ulcer conference for nurses from government hospitals all over Bangladesh.
- The operation of CRP's Child Protection policy, now extended to include vulnerable adults, was reviewed with CRP management, and plans to strengthen the implementation of the policy were agreed.

## Fundraising Activities

- During her fund-raising tour in May and June, Valerie Taylor updated supporters on the current situation at CRP in the course of Curry Evenings in Bedford and Marden, Kent which raised £2,000 between them.
- Valerie also spoke at a party in Draperstown, Northern Ireland organized by Patience Holt to celebrate her 90<sup>th</sup> birthday in July. Donations to VTT amounted to £720.
- During the year the United Reformed Church in Daventry raised a further £2,941 in its Tuesday morning sales.

## Trustee Activities

- Four Trustees visited CRP during the year, including Janet Ivin, who helped for a month with Appropriate Paper Technology, and Ben Clackson, whom CRP enabled to meet discharged patients and to visit the CRP centres at Chittagong and Rajshahi.

## CONTACT for VALERIE TAYLOR TRUST

**Administration Address:** 4 Wilberforce Road, Coxheath, Maidstone, Kent, ME17 4HA

**Tel:** 01622 743011 **E-mail:** [admin@valerietaylortrust.org](mailto:admin@valerietaylortrust.org) **Web:** [www.valerietaylortrust.org](http://www.valerietaylortrust.org)

**Valerie Taylor Trust** is a charity registered in England and Wales (number 1122245)

## Valerie Taylor Trust

Final accounts for all years (approved by independent examiner)

Income & Expenditure	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
	£	£	£	£	£	£
<b>Income</b>						
Donations and Subscriptions						
Restricted Funds	2,141	17,322	7,017	48,715	101,584	76,525
Unrestricted Funds	259,938	78,774	70,627	52,812	50,223	69,717
Tax refund - Gift Aid	9,201	12,264	10,911	8,845	9,163	11,379
Other Charitable Activity (Unrestricted Funds)						
Sales of donated items	662	180	1,295	1,147	684	666
Fundraising events	4,133	3,761	3,698	4,743	25,729	42,885
Corporate Donations						
Restricted Funds	79,087	84,387	-	56,256	13,930	-
Unrestricted Funds	10,759	72,388	24,590	33,850	68,597	83,320
Bank interest	145	21	7	31	18	12
<b>Total Income</b>	<b>366,066</b>	<b>269,098</b>	<b>118,146</b>	<b>206,399</b>	<b>269,928</b>	<b>284,504</b>
<b>Expenditure</b>						
Printing & stationery	862	906	1,250	980	1,213	1,269
Postage	200	86	266	149	200	148
Meetings	660	667	972	686	799	687
Bank	60	90	72	131	120	204
VTT Web site	30	30	30	30	30	30
Fundraising	885	665	1,146	613	1,326	425
Other	560	854	544	402	402	250
<b>Total Expenditure</b>	<b>3,258</b>	<b>3,298</b>	<b>4,280</b>	<b>2,992</b>	<b>4,092</b>	<b>3,013</b>
<b>Net Income</b>	<b>362,808</b>	<b>265,799</b>	<b>113,865</b>	<b>203,408</b>	<b>265,836</b>	<b>281,491</b>
<b>Grants Made</b>						
Indirect support to CRP						
CRP website	90	90	90	90	90	164
Other payments on behalf of CRP	2,355	-	-	-	3,223	4,900
Direct transfer of funds to CRP	164,000	272,000	88,000	228,000	234,000	276,500
<b>Total Support to CRP</b>	<b>166,445</b>	<b>272,090</b>	<b>88,090</b>	<b>228,090</b>	<b>237,313</b>	<b>281,564</b>
<b>Balance</b>						
Payments due	- 250	- 250	- 359	- 250	- 250	- 250
Cash - Restricted Funds	1,220	5,133	110	55	7,321	1,400
Cash - Unrestricted Funds	216,864	17,587	31,109	6,570	23,834	1,200
Gift Aid refund due from HMRC	7,945	6,945	4,846	3,556	3,709	3,740
<b>Total Funds to carry forward</b>	<b>225,778</b>	<b>29,416</b>	<b>35,706</b>	<b>9,931</b>	<b>34,613</b>	<b>6,090</b>

## Notes

- The accounts are prepared on a going concern basis
- Tax refund includes £1,256 from Just Giving (gross of costs).  
Accounting policy changed in 2015/16 to show Just Giving / Paypal donations gross of costs
- Sales includes cards, calendars, books and DVDs
- Indirect support includes sterling payments for CRP projects
- Restricted Funds may only be spent on specific agreed objectives.  
RF accounted for 22% of income in 2018/19 vs 38% in 2017/18, 6% in 2016/17, 51% in 2015/16, 43% in 2014/15 & 27% in 2013/14.
- All Gift Aid refunds treated as Unrestricted
- Interest received with Gift Aid treated as Bank Interest
- 2018/19 includes £200,000 legacy



**Section A**

**Independent Examiner's Report**

**Report to the trustees/  
members of**

Charity Name  
**THE VALERIE TAYLOR TRUST**

**On accounts for the year  
ended**

**05 APRIL 2019**

**Charity no  
(if any)**

**1122245**

**Set out on pages**

**ATTACHED (1 PAGE FINANCIAL STATEMENT PLUS ANNUAL REPORT)**  
(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **05 / 04 / 2019**.

**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 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 (other than that disclosed below \*) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

*\* Please delete the words in the brackets if they do not apply.*

**Signed:**

*Saaima Ashraf*

**Date:**

**15 AUG 2019**

**Name:**

**SAAIMA ASHRAF**

**Relevant professional  
qualification(s) or body  
(if any):**

**ICAEW Chartered Accountant (FCA)**

**Address:**

**3 REPTON ROAD, Earley, Reading, RG6 7LJ**



Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

**Give here brief details of any items that the examiner wishes to disclose.**