

Registered Company Number 3117803

**THE AMBER TRUST**  
**REPORT AND ACCOUNTS**  
**for the year ended**  
**31st March 2012**

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# THE AMBER TRUST

## REPORT AND ACCOUNTS for the year ended 31 MARCH 2012

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# THE AMBER TRUST

The directors present their report with the financial statements of the charity for the year ended 31<sup>st</sup> March 2012. The directors have adopted the provisions of the Charity Commission's Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

## REFERENCE AND ADMINISTRATIVE DETAILS

DIRECTORS	Roderic Hill (Chairman) Gavin Tait Michael Finniston Lucy Heber-Percy Isambard Corbett Adam Ockelford Elizabeth Offord (resigned 9 <sup>th</sup> July)
REGISTERED OFFICE	19 Scarsdale Villas London W8 6PT
BANKERS	C Hoare & Co 37 Fleet Street London EC4P 4DQ
INDEPENDENT EXAMINER	Burgess Hodgson Chartered Accountants 27 New Dover Road Canterbury Kent CT1 3DN
SOLICITORS	Hunters 9 New Square Lincoln's Inn London WC2A 3QN
INVESTMENT ADVISERS	Rathbone Brothers Plc 159 New Bond Street London W1S 2UD
STATUS	Company limited by guarantee
CHARITY REGISTRATION NUMBER	1050503
COMPANY REGISTRATION NUMBER	3117803

# **THE AMBER TRUST**

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing Instrument**

The AMBER Trust was established by a Trust Deed dated 9<sup>th</sup> June 1994 and was incorporated as a private limited company registered with Companies House on 25<sup>th</sup> October 1995.

### **Recruitment and appointment of new directors**

The power of appointing new directors is vested in the directors.

### **Induction and training of new directors**

The directors share responsibility for the induction and training of all new directors of the charity, usually assisted in doing so by the charity's legal advisors.

### **Organisational structure**

The directors manage the charity generally and meet at least three times each year to take all decisions necessary jointly with regard to the review of the charity's activities and achievement of objectives. Certain day-to-day administrative decisions are delegated to the Chairman.

### **Wider network**

The charity is not part of a wider network.

### **Related parties**

The charity has no subsidiaries but does work closely with RNIB (registered charity number 226227).

### **Risk management**

The directors have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. At each director's meeting a discussion takes place and the significant risks of the charity are discussed. Where appropriate, risks are reported on and discussed in subsequent meetings. The directors have reviewed the risks to which the charity is exposed and consider that they have established sufficient systems and procedures to mitigate those risks.

# THE AMBER TRUST

## OBJECTIVES AND ACTIVITIES

### Significant activities

#### AMBER's new President

We are honoured and delighted to announce that HRH The Duchess of Cornwall has become our new President. There are many new challenges ahead and The Duchess's support of our charity is a tremendous boost, which will help to raise AMBER's profile and attract new supporters. Ultimately, it will enable us to help more children reach their full potential.

We are also thrilled that Ronnie Corbett, Eleanor, Lady Shearing, Derek Paravicini and his father Nic have agreed to become much-valued patrons.

### Objectives and aims

The charity's objective is to help blind or partially sighted children – including those with additional disabilities – who have a talent or a love for music. The AMBER Music Awards were established to enable these children to nurture this talent by accessing the music that can transform their lives.

#### The AMBER Music Awards Scheme

During the course of the year, AMBER gave out 195 Awards to 118 blind and partially sighted children, by paying for music lessons, music therapy sessions, musical instruments and software, such as Sibelius. Since reviewing our application process, we are receiving more and more encouraging updates and photographs of the children we support, as well as many letters of thanks from parents and carers, and the children themselves. These are a testament to the difference our Music Awards are making to their lives.

#### The AMBER Music Award Guidelines

Each Music Award lasts for up to one year to fund three terms of lessons or sessions, one-off events or the purchase of musical instruments or software.

Applications will be accepted for children and young people up to the age of 18 years (funding cannot be provided after their 19th birthdays). All applications should be made by a child's parents or carers, but can be prepared by a Support Worker or Teacher. Applications for instruments or software must include prices and supplier's details. Applications for music lessons or music therapy sessions must include details of the teacher's or therapist's qualifications, experience and CRB clearance.

In some instances, the AMBER Trust will not provide the full cost and applicants will therefore be required to raise the balance from other sources. They can, of course, use the AMBER pledge to encourage other funding.

Music Award offers will be held open for a 10-month period, after which they will lapse and a new application would need to be made to The AMBER Trust.

The AMBER Trust will not fund retrospectively.

#### How to Apply for an AMBER Music Award

The AMBER Trust holds three Award meetings per year. Parents or carers need to ensure that they send in the completed application forms by the deadlines given below:

<u>Meeting</u>	<u>Deadline</u>
Mid March	End of February
Mid July	End of June
Mid November	End of October

All applications must be made on The AMBER Trust's Music Award Application Form which can be downloaded from the charity's website at [www.ambertrust.org](http://www.ambertrust.org). Once an application has been received, it will be checked to confirm it is complete. Any further information required will be requested from the applicant. For all eligible applications, the parents or carers will receive a notification letter to:

- (a) Confirm receipt of the application
- (b) Outline the timescale of the application process
- (c) Establish when parents or carers can expect to hear the outcome

If parents have not found a suitable music teacher or therapist for their child, the RNIB's Music Advisory Service may be able to help. The Music Advisory Service provides information and advice on music education at all levels and can be contacted on 0207 391 2273 or at <mailto:mas@rnib.org.uk>.

#### Re-Applying for an AMBER Music Award

Parents or carers need to re-apply each year for further funding for any child who has previously been supported by AMBER. To do this they must fill out a Re-Application Form, which can be downloaded from the charity's website at [www.ambertrust.org](http://www.ambertrust.org). It is very important they answer all the questions as fully as possible as this helps AMBER understand what impact the Music Award is having on their child's musical progress, as well as his or her day-to-day life.

# THE AMBER TRUST

## OBJECTIVES AND ACTIVITIES (CONTINUED)

### AMBER's Children

AMBER's children continue to thrive through their music, such as 3-year-old Hazel who is blind and has had neurosurgery nine times. Funded by AMBER she has been attending weekly music sessions at Worchester Snoezelen Centre, where her musical knowledge has developed vastly. Hazel, who loves to sing and play the drums, is able to follow instructions to play louder, quieter, faster and slower, as well as using her hands or beaters to create different sounds.

Hazel is able to describe how music makes her feel and loves to add sound effects to everyday life. Her teacher feels that all aspects of Hazel's life have flourished at Snoezelen and that she is a happy, vibrant little girl with a magically musical nature and an exciting future.

### The AMBER Research Centre

The AMBER Trust continues to support the Centre, initiated at Roehampton University late in 2009 to fulfil one of AMBER's key strategic objectives – to promote research in the area of music and children and young people with visual impairment (many of whom have additional disabilities including autism), and is delighted with the good progress being made.

### Fundraising

Miller Philanthropy has already been a great boost to The AMBER Trust by very generously granting us some much-needed funds. They have also been instrumental in providing the creative direction for our new website, our re-vamped newsletter and our fantastic DVD that truly captures the huge impact music has on the lives of AMBER's children. Miller is now helping and advising us on a fundraising musical event we will be hosting in late October.

As well as the musical evening, our junior fundraising team is organizing a cricket match in July at Haileybury School. Derek Paravicini is also playing at several events in aid of AMBER.

We continued to receive donations from Charitable Trusts and our many friends for which we are most grateful.

# THE AMBER TRUST

## OBJECTIVES AND ACTIVITIES (CONTINUED)

### The AMBER DVD

Our new AMBER DVD, sponsored by Miller Philanthropy, can now be viewed on our website and a hard copy is available on request. It features several of AMBER's children both talking about and playing their music, as well as their grateful parents who explain how much music has changed their children's lives. Described by one viewer as "informative, succinct, very moving and uplifting", the DVD is a powerful tool in spreading AMBER's word and has been very well received by AMBER's friends and donors.

### Volunteers

The directors of the charity are all volunteers.

### Public Benefit Statement

The directors consider that the charity's activities, as set out in its Objectives and Activities detailed above, are for the public benefit. The directors confirm that they have complied with their duty under the Charities Act 2006 to have due regard to the guidance published by the Charity Commission for England and Wales.

## ACHIEVEMENT AND PERFORMANCE

### **Charitable activities**

During the year to 31<sup>st</sup> March 2012, the charity raised funds of £61,176 and received investment income of £3,513. The directors spent £82,680 on direct charitable expenditure and £7,100 on the management and administration of the charity.

### **Investment performance**

At 31<sup>st</sup> March 2012 the charity held investments and after accounting for all investments sold and purchased during the year, the value of the charity's investments rose during the year by £1,191. It should also be noted that the market value of those investments at the year end of £159,852 represents an increase in value of £12,384 when compared to the book cost of £147,468.

At 31<sup>st</sup> March 2012 the charity also held cash on deposit with the charity's bankers of £47,690. There were also dividends outstanding at the year end of £385, representing dividends payable by 31<sup>st</sup> March 2012 but not collected and received until after the year end.



# **THE AMBER TRUST**

## **ACHIEVEMENT AND PERFORMANCE (CONTINUED)**

### **Internal and external factors**

There are no significant internal or external factors currently affecting the charity.

## **FINANCIAL REVIEW**

### **Investment and Reserves Policy**

It is the policy of the directors to maintain a general reserve sufficient to cover the cost of between 18 months' and 2 years' charitable expenditure to ensure the charity can meet its commitments to its beneficiaries despite a dramatic fall in the charity's income. The directors have no plans to build up any permanent endowment or seek to restrict the use of any of the funds held, all of which are available for distribution and expenses necessarily incurred in furtherance of the charity's objectives.

### **Principal funding sources**

Aside from modest investment income and bank deposit interest the charity's income is derived solely from its fundraising activities.

## **FUTURE DEVELOPMENTS**

We are in the process of setting up the Children's Forum section of our website, which will include children's music and ideas as well as many of their special achievements. We are also setting up our own AMBER Facebook and Twitter pages.

We are currently planning a new AMBER musical evening, which will be held on October 31<sup>st</sup>, as well as a cricket match on July 14<sup>th</sup>.

We are also talking with other complementary charities about the possibility of collaborating on a joint fund-raising venture.

# **THE AMBER TRUST**

## **DIRECTORS**

The following held office during the year:

Roderic Hill  
Gavin Tait  
Michael Finniston  
Lucy Heber-Percy  
Isambard Corbett  
Adam Ockelford  
Elizabeth Offord (resigned 9<sup>th</sup> July 2011)

The directors who held office at the end of the financial period have no beneficial interest in the Company. All new directors are elected on the collective agreement of the present directors.

## **ACCOUNTANTS**

The accountants, Messrs Burgess Hodgson, have indicated their willingness to continue in office and a resolution concerning their appointment will be proposed at the annual general meeting.

The accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

# THE AMBER TRUST

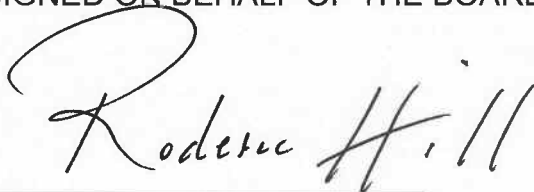
## STATEMENT OF DIRECTORS' RESPONSIBILITIES IN RESPECT OF THE ACCOUNTS

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those accounts the directors are required to:

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the company will continue in business.

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

APPROVED BY THE BOARD OF DIRECTORS  
AND SIGNED ON BEHALF OF THE BOARD



12.10

2012

**Roderic Hill**  
**Chairman**

## **Independent Examiners Report to the Trustees of The Amber Trust Charitable Company**

### **I report on the accounts of the company for the year ended 31 March 2012**

#### *Respective responsibilities of trustees and examiner*

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's 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 Part 16 of the Companies Act 2006 and is eligible for independent examination, it is my responsibility to:

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

#### *Basis of independent examiner's 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 the seeking of 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:

- which gives me reasonable cause to believe that, in any material respect, the requirements:
  - (a) to keep accounting records in accordance with section 386 of the Companies Act 2006, and
  - (b) to prepare accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities (revised 2005) have not been met, or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Mark Laughton FCCA  
Burgess Hodgson  
Chartered Accountants  
27 New Dover Road  
Canterbury  
Kent  
CT1 3DN

*30th September 2012*

## THE AMBER TRUST

### STATEMENT OF FINANCIAL ACTIVITIES for the year ended 31 MARCH 2012 INCLUDING INCOME AND EXPENDITURE ACCOUNT

	Notes	2012 £	2011 £
<b>Incoming resources</b>			
General donations		48,386	158,163
The Corbett Appeal		12,690	0
Investment income	3	3,513	1,667
<b>Total incoming resources</b>		<u>64,589</u>	<u>159,830</u>
<b>Resources expended</b>			
Direct charitable expenditure	5a	82,680	100,099
Management and administration of the charity	5b	7,100	3,265
<b>Total resources expended</b>	5c	<u>89,780</u>	<u>103,364</u>
<b>Net movement in funds (net income / expenditure for the year)</b>	2	-25,191	56,466
<u>Gain/(Loss) on Investments in the year</u>			
Realised	6a	-673	0
Unrealised	6b	1,191	11,076
Funds balances at 1 April 2011		232,600	165,058
Funds balances at 31 March 2012		<u>207,927</u>	<u>232,600</u>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

All the company's operations are classed as continuing and there are no recognised gains or losses other than the surplus for the financial periods.

All of the above relate to unrestricted funds only.

# THE AMBER TRUST

## BALANCE SHEET as at 31 MARCH 2012

		2012 £	2011 £
<b>Current Assets</b>			
Investments at market value		159,852	144,961
Cost 2012	£147,468		
Cost 2011	£133,885		
Cash at bank and in hand		47,690	87,639
Outstanding dividends		385	0
		<hr/>	<hr/>
		207,927	232,600
<b>Creditors:</b> Amounts falling due within one year			
		0	0
		<hr/>	<hr/>
<b>Net Current Assets</b>		207,927	232,600
<b>Funds</b>			
Unrestricted		<hr/>	<hr/>
		207,927	232,600

The trustees are satisfied that the charity is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 447, and no member or members have requested an audit pursuant to section 476 of the Act.

The trustees acknowledge their responsibilities for:

(i) ensuring that the charity keeps proper accounting records which comply with section 386 of the Act, and

(ii) preparing financial statements which give a true and fair view of the state of affairs of the charity as at the end of the financial year and its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the charity.

These statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Act.

These accounts were approved by the board of directors on 12.10 2012

Signed on behalf of the board

Roderic Hill  
Chairman



# THE AMBER TRUST

## NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2012

### 1 Accounting Policies

#### Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006, applicable Accounting Standards and the Statement of Recommended Practice on Accounting by Charities issued by the Charity Commissioner in 2005.

#### Donations income

Donations are accounted for when received. If paid under covenant or gift aid, the related tax recoverable is recognised when the original donation is received.

#### Resources expended

All expenditure other than that which has been capitalised, is included in the Statement of Financial Activities. Account is also taken of goods and services received at the year end but not invoiced until after this date.

Grants payable are recognised in the Statement of Financial Activities when payment is due.

Costs are allocated to the most appropriate classification.

#### Depreciation

Tangible fixed assets are stated at cost less depreciation. Computer and office equipment are depreciated at a rate of 20% per annum on a straight line basis.

#### Investment Valuations

Investments are valued at their year-end market values.

#### Taxation

No provision has been made for either income tax or corporation tax, the company being exempt as a registered charity.

### 2 Net movements in funds

	2012 £	2011 £
is stated after charging:		
Auditor's / Independent Examiner's remuneration	524	318
Solicitors' remuneration	5,400	2,350
	<u>5,924</u>	<u>2,668</u>

# THE AMBER TRUST

## NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2012

3 Investment income	2012 £	2011 £
Deposit interest received	72	272
Net UK company dividends	1,077	480
Net UK unit trust dividends	1,448	240
Net UK unit trust interest	257	101
Gross foreign dividends	321	339
Gross foreign interest	338	239
Adjustment for rounding	0	-4
	<u>3,513</u>	<u>1,667</u>

### 4 Directors fees and expenses

No remuneration or travelling costs were paid to the directors during the year. Much of the administration of the charity is carried out by Roderic Hill who is not paid a salary.

### 5 Resources expended

a Direct charitable expenditure	2012 £	2011 £
Grants approved and paid	62,125	95,984
Grants approved but unpaid at the year end	0	0
Adjustment to prior year's creditor items	0	-7,998
Office costs	234	213
Website costs	4,458	0
Salaries / Payroll	11,032	5,502
Fund raising and events	4,831	6,398
	<u>82,680</u>	<u>100,099</u>

b Management & administration of the charity	2012 £	2011 £
Auditor's / Independent Examiner's remuneration	524	318
Solicitors' remuneration & disbursements	5,400	2,350
Investment manager's fees	1,136	557
Companies House fees	40	30
Bank charges	0	10
	<u>7,100</u>	<u>3,265</u>



## THE AMBER TRUST

### NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2012

#### 5 Resources expended (continued)

	2012	2011
	£	£
c Total resources expended		
Direct charitable expenditure	82,680	100,099
Management & administration	7,100	3,265
	<u>89,780</u>	<u>103,364</u>

#### 6 Realised and unrealised investment gains and losses

	2012	2011
	£	£
a Realised gains and losses		
Profit / (Loss) on sale of investments	-673	0
There were no investment sales during 2010/11		
	<u>-673</u>	<u>0</u>
b Unrealised gains and losses		
Value of investments at 1.4.2011	144,961	0
Less value at 1.4.2011 of investments sold	-16,536	0
Plus cost of investments purchased	30,236	133,885
	<u>158,661</u>	<u>133,885</u>
Adjusted value at 1.4.2011		
Market value of investments at 31.3.2012	159,852	144,961
	<u>1,191</u>	<u>11,076</u>
Unrealised gain / (loss)		

#### 7 Adjustment to creditor items

The accounts for the year to 31st March 2010 included provision for the cost of two pianos to be bought for Rushton School at a cost of £14,000. Only one piano was bought at a total cost of £6,002 so an adjustment of £7,998 appears in the schedule of direct charitable expenditure at Note 5(a) for the year ended 31st March 2011

## THE AMBER TRUST

### NOTES TO THE ACCOUNTS for the year ended 31 MARCH 2012

#### 8 Capital

The company is limited by guarantee and has no share capital. Each member has a liability limited to £1 for payment of the company's debts if the company is wound up or dissolved.

#### 9 Taxation

The company is a registered charity and its income is exempt from UK corporation tax.

#### 10 Changes in resources available for charity use

	2012 £	2011 £
Net movement in funds for the period	-25,191	56,466
Realised gains and losses on investments	-673	0
Unrealised gains and losses on investments	1,191	11,076
Net movement in funds available for future activities	<u>-24,673</u>	<u>67,542</u>

#### 11 Controlling Party

The Trustees / Directors are the ultimate controlling party.