

REGISTERED COMPANY NUMBER: 07525263 (England and Wales)

REGISTERED CHARITY NUMBER: 1144584

CHARITY COMMISSION

**Report of the Trustees and
Financial Statements for the Year Ended 31 December 2020
for
Quintessentially Foundation**

Filer Knapper LLP
Chartered Accountants and Registered Auditor
10 Bridge Street
Christchurch
Dorset
BH23 1EF

Quintessentially Foundation

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Quintessentially Foundation

Reference and Administrative Details for the Year Ended 31 December 2020

Trustees	Mr P C Crowther Mr S G Lee Mr G C Greig (resigned 31/12/2020) Mr A T Simpson (resigned 31/12/2020) Miss E R McCarthy Mr A G Crawley Mr B W Elliot Mr R Brooks (appointed 31/7/2020)
Registered office	29 Portland Place London W1B 1QB
Registered company number	07525263 (England and Wales)
Registered charity number	1144584
Auditors	Filer Knapper LLP Chartered Accountants and Registered Auditor 10 Bridge Street Christchurch Dorset BH23 1EF

Quintessentially Foundation

Report of the Trustees for the Year Ended 31 December 2020

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

"We're thrilled that the Quintessentially Foundation long term support of The Felix Project continued at the 2020 Fayre of St. James event, which allowed The Felix Project to redistribute enough high-quality and nutritious food for 740,193 meals to families and individuals that need them. Thank you on behalf of everyone at The Felix Project." Andy Holland, Director of Fundraising and Marketing.

www.thefelixproject.org

"The Covid-19 pandemic has had devastating consequences for children living in poverty in London who have suffered unprecedented levels of poor mental health, educational learning loss, anxiety, trauma and hunger. Quintessentially Foundation's support has been transformation, in helping us fund our grass roots community projects that are providing a lifeline throughout 2021 for approximately 30,000 disadvantaged children and young people" Laurence Guinness, Chief Executive, The Childhood Trust.

www.childhoodtrust.org.uk

Strategy

Since inception in 2008 Quintessentially Foundation has raised £13.9m for its partner charities as well as providing many other forms of support including volunteers, publicity and management advice. All this support has helped propel these charities along their missions to improve the outcomes for their beneficiaries. This work had endowed the Foundation with a rich body of knowledge about the needs of growing charities.

In the two or three years leading up to 2020 the Foundation had been reviewing its objectives and strategy in the light of this store of accumulated experience. We, the Trustees, had realised that the more engaged the Foundation became with our partner charities the more impact we had upon them. While making grants was often a first condition for success, we could do more to enable our partner charities to serve better their actual and target beneficiaries. These partner charities need many more forms of support other than money including advice on growth, mapping their target audience, resource planning, governance and volunteers.

Nowhere has the Foundation's new thinking been better applied than with The Felix Project where the Foundation was a core partner in its formative years leading it to increase meals served from £3.5m in 2018 to £21.1m in 2020 and to raise revenue from £2.19m in 2018 to £12.40m in 2020. This experience encouraged the trustees to refresh our criteria for charity partnerships. These are now encapsulated in our mission statement.

Quintessentially Foundation seeks to be a transforming partner to effective ambitious scalable UK charities with a focus on human needs.

This will be achieved, as before, by generating funds (both through the Foundation and independently) to provide grants, donation and other forms of support to partner charities selected on criteria carefully considered by the trustees.

Coincident with this has come the realisation that the Foundation ought to diversify the ways in which it raises money for our charities. We have been consistently successful in creating and realising innovative and imaginative events to raise money. These have included the Fayre of St James Christmas carol concert with a host of celebrity performers and the annual QF Bike Ride taking sponsored riders over challenging terrains across Europe. But with our refreshed mission the trustees recognised that the Foundation both could and should raise funds and resources for our charities by a wider range of means both actual and virtual.

Quintessentially Foundation

Report of the Trustees for the Year Ended 31 December 2020

Covid-19

The arrival of Covid was, of course, unanticipated. Its effect upon individuals, families, communities and institutions has been profound and has touched all of us in the UK and most of the world. For QF the effects of Covid were immediate in that all our planned events and, therefore, fundraising had to be significantly amended or cancelled for the year. This forced upon us a great acceleration of finding other means of raising money and other ways to support our partner charities. The Foundation also recognises that Covid has negatively affected many charities and their beneficiaries. Therefore, the demand for the services of the Foundation will grow accordingly.

Public benefit

In undertaking the activities of the last twelve months, the Trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities should be undertaken. The trustees are confident that the mission of the foundation, as set out in the strategy section above, meets the requirements for public benefit. Through adherence to the objectives and the activities undertaken in the year the Trustees have diligently and purposefully fulfilled their obligations under section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Significant activities

In light of the Foundation's strategic shift and the effects of the pandemic, 2020 saw a rapid and dramatic change in the way funds were raised for partner charities. Total funds raised was £1.46m of which £0.69m was direct and £0.77m was indirect. From the total funds raised directly £0.63m were donated to partner charities. Funds raised indirectly represent donations sent directly from donors to partner charities.

The primary charity partners for the year were The Felix Project, The Childhood Trust and British Asian Trust.

We greatly expanded the non-event related fundraising. Our primary beneficiary was The Felix Project where the Foundation secured direct and indirect donations of over £1m from our network of supporters. The Foundation also partnered with The Evening Standard, to hold the "Food For London Now" virtual auction which saw over forty amazing lots being donated with national press coverage.

The Foundation was forced to cancel some of its annual events but chose to remodel others that were capable of being delivered online. This was done with great success. We hosted a virtual quiz hosted by Jeremy Clarkson, James May, and Richard Hammond in aid of The Felix Project receiving over 1,000 donations. All funds raised from this event went direct to The Felix Project and no expense was incurred by QF. We also held in December, the ninth annual offering of the much-loved Fayre of St. James's star-studded Carol concert. Holding this event virtually enabled us to admit a far larger audience with over 2,000 supporters taking part, making it the most successful iteration of the Fayre to date. Monies raised from this event went to both The Felix Project and The Childhood Trust.

In addition to reaching larger audiences, the shift from physical to online events greatly reduced our spend on producing them. While total direct fundraising reduced in the year from £1.07m in 2019 to £0.65m in 2020, as reflected by Income from Other Trading Activities in note 4, total expenditure on raising such funds reduced from £0.33m to £0.09m thereby improving our nominal efficiency.

Below is a summary of funds raised and funds granted for and to our partner charities during the year, excluding unrestricted donations and legacies:

Partner charities	Funds raised directly through Quintessentially Foundation	Funds donated to our partner charities	Funds raised indirectly - Donations given by 3rd parties direct to our partner charities
The Felix Project	£447,920	£423,539	£772,814
The Childhood Trust	£147,765	£123,383	-
British Asian Trust	£83,000	£79,998	-
	£678,685	£626,920	£772,814

Quintessentially Foundation

Report of the Trustees for the Year Ended 31 December 2020

Future plans

The Foundation intends to expand the scale of its activities all informed by its updated mission statement. Details of how it will do so are listed below.

Patrons' Program

In order to achieve this expansion and to replenish its reserves, the Foundation planned in 2020 and launched in 2021 a Patrons' Program to raise unrestricted funds. As of the date of this report this Program has generated funds paid in of around £175,000.

Staffing

In addition to replenishing reserves, the Foundation intends to use some of the funds raised by the Patrons' Program to recruit additional staff as a prerequisite for increasing scale. This will increase the Foundation's capacity to source, assess and support a broader range of partner charities.

Fundraising

The Foundation will increasingly act as an intermediary between the philanthropic intention of prospective donors and smaller scalable charities. This may be achieved by direct applications, more engagement with individual donors and, where appropriate events both virtual and real. Events may also be used to augment the Foundation's unrestricted funds.

Funds may be raised both through the Foundation and also directly for our partner charities. Grants may be made on both a restricted and an unrestricted basis. They may be granted directly to charities or to third parties to have them give other tangible support to them.

Key performance indicators

The key performance indicators are:

- a) Securing participants for the Patrons' Programme.
- b) The levels of attendees at events held and the level of financial support given at each event to the different causes relative to incurred expenditure, both of which have been satisfactory in the year.

Financial review

Financial position

The charity directly and indirectly raised £1.46m in 2020. Funds raised indirectly represent donations sent directly from donors to partner charities. As shown in more detail in the audited financial statements, direct charitable income for the year amounted to £0.69m. Total expenditure on raising funds was sharply lower than in the prior year at £0.09m. However, the Foundation elected to make donations and grants to its partner charities in excess of its net revenue thereby producing a deficit of £0.06m.

Reserves policy and going concern

The trustees have examined the requirement for free reserves which are those unrestricted funds not invested in land or fixed assets, designated for specific purposes or otherwise committed, available to be spent at the Trustees' discretion in furtherance of the Charitable objectives.

Given the extraordinary circumstances of 2020 the trustees decided to relax the normal free reserves policy for the time being. This decision was made in the knowledge of the establishment in 2021 of the Patrons' Program (see above). The amount raised so far by the Program covers current operating costs for more than a year and will allow the Foundation to add to its staff and expand the exercise of its mission. The trustees are satisfied that this provides adequate reserves and justifies their view that the Foundation is a going concern. At the year-end reserves were £256, all of which were unrestricted. The Foundations financial position and liquidity is reviewed by the board at every trustees meeting.

Quintessentially Foundation

Report of the Trustees for the Year Ended 31 December 2020

Funds in deficit

The Trustees may make available unrestricted funds to cover any shortfall of income compared to expenditure from restricted funds.

Investment policy

There are no restrictions on the Charity's power to invest. The Trustees review at regular intervals the charities requirements and monitor the economic climate and revise the investment strategy accordingly. To this end, the Trustees have chosen to invest surplus funds in bank deposits.

Grant making policy

Once the funds have been raised throughout the year, grants are issued to institutions and individuals in line with the objectives of the charity. All beneficiaries are considered carefully by the board of Trustees in advance of events being held and funds being raised.

Structure, governance and management

Charity constitution

The Quintessentially Foundation is constituted under its Memorandum and Articles dated 10 February 2011 and amended on 13 October 2011, is a registered charity no. 1144584 and registered as a charitable company limited by guarantee no. 07525263.

Recruitment and appointment of new trustees

The management of the charity is the responsibility of the Trustees who are elected under the terms of the Memorandum and Articles.

Trustees each hold office for a minimum period of two years. The minimum number of Trustees is three.

There is no formal policy for the recruitment of trustees. Depending on the needs of the foundation trustees are recruited by the Trustees according to their background and experience based upon the recommendation of the nominations committee.

Decision making and key management

The Trustees delegate the day-to-day management of the charity to a full-time employee who is overseen by the Founder trustee and the chair. This person has delegated authority for operational matters. The board meets at least three times a year to manage the affairs of the organisation. The trustees consider themselves to also be key management.

Induction and training of new trustees

New Trustees are provided with the organisation's constitution, information on achievements, goals of the charity and are trained by the existing trustees on an informal basis.

Key management remuneration

Key personnel are paid dependent on their expertise and involvement in the organisation of events. Key management remuneration is disclosed in note 11 to the financial statements. The trustees did not receive remuneration during the year. H Quigley is considered as key management.

Related parties

As of September 2020, Quintessentially Foundation managed its own payroll and no longer used the payroll service of Quintessentially (UK) Limited. The Foundation's salary costs to August 2020 of £43,310 were recharged in full to the Foundation by Quintessentially (UK) Limited. Mr Brooks, a trustee, is a shareholder of Quintessentially (UK) Limited. Mr BW Elliot and Mr A T Simpson, both trustees, are directors and shareholders of Quintessentially (UK) Limited.

Any potential related party transaction is submitted for approval by the trustees in advance.

Quintessentially Foundation

Report of the Trustees for the Year Ended 31 December 2020

Structure, governance and management

Risk management

The Board of Trustees consider and approves all policies adopted by the Charity, including aims and objectives and risk assessment, the annual budget and charities strategies.

The principal risk facing the charity is securing patrons' for the Patrons' Programme. Covid-19 is another risk facing the charity, and the ability to hold in person events, as well as the continued support from attendees of virtual events.

The Trustees manage this risk by maintaining and strengthening current and possible relationships with potential patrons', ensuring its events are innovative and attractive to their target market and by continually seeking fresh audiences for its events.

In addition, the charity is exposed to health and safety risks at events organised. To manage this risk appropriate insurance is obtained for each event.

The Trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity and are satisfied that systems and procedures are in place to mitigate their exposure to those major risks.

Trustees

During the year Mr. G. C. Greig and Mr. A. T. Simpson resigned as trustees having fulfilled their terms. We are very grateful for the support of and dedication they have each shown to the goals and conduct of the Foundation. Mr. R. Brooks was appointed a trustee during the year.

Mr B. Elliot the Foundation's founding chair stood down as chair at the year end. He remains the Foundation's Founder Trustee. Mr Brooks was appointed his successor as chair.

Events since the end of the year

Information relating to events since the end of the year is given in the notes to the financial statements.

Statement of trustees' responsibilities

The trustees (who are also the directors of Quintessentially Foundation for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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

Quintessentially Foundation

Report of the Trustees for the Year Ended 31 December 2020

Statement of trustees' responsibilities - continued

In so far as the trustees are aware:

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

Auditors

The auditors, Filer Knapper LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on 27.05.2021 and signed on its behalf by:



Mr R Brooks - Trustee

Report of the Independent Auditors to the Members of Quintessentially Foundation

Opinion

We have audited the financial statements of Quintessentially Foundation (the 'charitable company') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Statement of Financial Position, the Statement of Cash Flows and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Annual Report, other than the financial statements and our Report of the Independent Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

Report of the Independent Auditors to the Members of Quintessentially Foundation

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Trustees.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Trustees.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Report of the Independent Auditors to the Members of Quintessentially Foundation

Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Independent Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- 1) The engagement partner ensured that the team had appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- 2) We identified laws and regulations applicable to the charity through discussions with management, a representative of the trustees and using our knowledge of the charity's activities.
- 3) We assessed the extent of compliance with the laws and regulations identified by discussions with management.
- 4) Identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.
- 5) We assessed the susceptibility of the charity's financial statements to material misstatement including obtaining an understanding on how fraud might occur, by considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we;

- 1) Performed analytical procedures to identify any unusual or unexpected relationships
- 2) Tested journal entries to identify unusual transactions
- 3) Investigated the rationale behind significant or unusual transactions

In response to the risk of irregularities and non-compliance with laws and regulations, the following work was undertaken, but not limited too;

- 1) Agreeing the financial statement disclosure to supporting documentation and discussed these disclosures with a trustee
- 2) Reading the minutes of meetings of those charged with governance held during the year and since the year end

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Independent Auditors.

Report of the Independent Auditors to the Members of Quintessentially Foundation

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Lucy Filer (Senior Statutory Auditor)
for and on behalf of Filer Knapper LLP, Statutory Auditor
Chartered Accountants and Registered Auditor
10 Bridge Street
Christchurch
Dorset
BH23 1EF

Date: 1 June 2021

Quintessentially Foundation

Statement of Financial Activities for the Year Ended 31 December 2020

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
Income and endowments from					
Donations and legacies	3	12,306	27,213	39,519	40,714
Other trading activities	4	<u>25,596</u>	<u>625,876</u>	<u>651,472</u>	<u>1,067,890</u>
Total		37,902	653,089	690,991	1,108,604
Expenditure on					
Raising funds					
Other trading activities	5	<u>66,389</u>	<u>26,254</u>	<u>92,643</u>	<u>333,657</u>
		66,389	26,254	92,643	333,657
Charitable activities	6				
Fundraising activities		<u>27,512</u>	<u>626,835</u>	<u>654,347</u>	<u>762,893</u>
Total		93,901	653,089	746,990	1,096,550
NET INCOME/(EXPENDITURE)		(55,999)	-	(55,999)	12,054
Reconciliation of funds					
Total funds brought forward		<u>56,255</u>	<u>-</u>	<u>56,255</u>	<u>44,201</u>
Total funds carried forward		<u>256</u>	<u>-</u>	<u>256</u>	<u>56,255</u>

The notes form part of these financial statements

Quintessentially Foundation

Statement of Financial Position 31 December 2020

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
Current assets					
Debtors	13	13,825	175,453	189,278	71,191
Cash at bank		<u>155</u>	<u>173,020</u>	<u>173,175</u>	<u>283,574</u>
		13,980	348,473	362,453	354,765
Creditors					
Amounts falling due within one year	14	(13,724)	(348,473)	(362,197)	(298,510)
		<u>256</u>	<u>-</u>	<u>256</u>	<u>56,255</u>
Net current assets					
		256	-	256	56,255
Total assets less current liabilities					
		256	-	256	56,255
NET ASSETS/(LIABILITIES)					
		<u>256</u>	<u>-</u>	<u>256</u>	<u>56,255</u>
Funds	15				
Unrestricted funds				<u>256</u>	<u>56,255</u>
Total funds				<u>256</u>	<u>56,255</u>

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 27.05.2021 and were signed on its behalf by:



Mr R Brooks - Trustee

Quintessentially Foundation

Statement of Cash Flows for the Year Ended 31 December 2020

	Notes	2020 £	2019 £
Cash flows from operating activities			
Cash generated from operations	1	<u>(110,399)</u>	<u>205,720</u>
Net cash (used in)/provided by operating activities		<u>(110,399)</u>	<u>205,720</u>
Change in cash and cash equivalents in the reporting period		(110,399)	205,720
Cash and cash equivalents at the beginning of the reporting period		<u>283,574</u>	<u>77,854</u>
Cash and cash equivalents at the end of the reporting period		<u>173,175</u>	<u>283,574</u>

The notes form part of these financial statements

Quintessentially Foundation

Notes to the Statement of Cash Flows for the Year Ended 31 December 2020

1. Reconciliation of net (expenditure)/income to net cash flow from operating activities			
	2020	2019	
	£	£	
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(55,999)	12,054	
Adjustments for:			
(Increase)/decrease in debtors	(118,087)	131,876	
Increase in creditors	<u>63,687</u>	<u>61,790</u>	
Net cash (used in)/provided by operations	<u>(110,399)</u>	<u>205,720</u>	
2. Analysis of changes in net funds			
	At 1/1/20	Cash flow	At 31/12/20
	£	£	£
Net cash			
Cash at bank	<u>283,574</u>	<u>(110,399)</u>	<u>173,175</u>
	<u>283,574</u>	<u>(110,399)</u>	<u>173,175</u>
Total	<u>283,574</u>	<u>(110,399)</u>	<u>173,175</u>

Quintessentially Foundation

Notes to the Financial Statements for the Year Ended 31 December 2020

1. Limited by guarantee

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

2. Accounting policies

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention. The financial statements are prepared in sterling, which is the functional currency of the entity and prepared to the nearest thousand.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income from donations is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Expenditure on raising funds includes the costs of all fundraising activities, events and non-charitable trading activities.

Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Quintessentially Foundation

Notes to the Financial Statements - continued for the Year Ended 31 December 2020

2. Accounting policies - continued

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Investment income is allocated to the appropriate fund.

Foreign currencies

Assets and liabilities in foreign currencies are translated into sterling at the rates of exchange ruling at the statement of financial position date. Transactions in foreign currencies are translated into sterling at the rate of exchange ruling at the date of transaction. Exchange differences are taken into account in arriving at the operating result.

Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised as expenditure.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

Going concern

Due to government lock down and social distancing procedures, as a result of Covid-19, the charity had to defer all events due to take place between March and November 2020 until 2021. As a result, the charity suffered a reduction in the level of funds raised however, alternate methods of fundraising have been used to closely support The Felix Project throughout the pandemic. The charity has demonstrated that it is able to raise funds to further its charitable purpose without holding fundraising events and the trustees are confident that the charity will be able to continue to raise funds as and when required to cover overheads for next 12 months. On this basis, the trustees confirm the financial statements have been prepared on a going concern basis.

3. Donations and legacies

	2020	2019
	£	£
Donations	12,306	40,714
Gift aid	<u>27,213</u>	<u>-</u>
	<u>39,519</u>	<u>40,714</u>

Quintessentially Foundation

Notes to the Financial Statements - continued for the Year Ended 31 December 2020

4.	Other trading activities		2020	2019
			£	£
	Fundraising events		<u>651,472</u>	<u>1,067,890</u>
5.	Other trading activities		2020	2019
			£	£
	Purchases		<u>27,013</u>	277,955
	Staff costs		<u>61,360</u>	49,481
	Support costs		<u>4,270</u>	<u>6,221</u>
			<u>92,643</u>	<u>333,657</u>
6.	Charitable activities costs			
		Grant funding of activities (see note 7)	Support costs (see note 8)	Totals
		£	£	£
	Fundraising activities	<u>626,920</u>	<u>27,427</u>	<u>654,347</u>
7.	Grants payable		2020	2019
			£	£
	Fundraising activities		<u>626,920</u>	<u>737,758</u>
	The total grants paid to institutions during the year was as follows:			
			2020	2019
			£	£
	The Felix Project		<u>423,539</u>	444,757
	The Churchill Foundation	-		124,896
	Dimbleby Cancer Care	-		118,398
	Royal Parks Foundation	-		20,707
	Sentebale	-		28,500
	British Asian Trust		<u>79,998</u>	-
	The Childhood Trust		<u>123,383</u>	-
			<u>626,920</u>	<u>737,258</u>

Quintessentially Foundation

Notes to the Financial Statements - continued for the Year Ended 31 December 2020

8. Support costs

	Finance	Other	Governance costs	Totals
	£	£	£	£
Other trading activities	2,229	2,041	-	4,270
Fundraising activities	-	-	27,427	27,427
	<u>2,229</u>	<u>2,041</u>	<u>27,427</u>	<u>31,697</u>

9. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Auditors' remuneration	<u>5,394</u>	<u>5,394</u>

10. Trustees' remuneration and benefits

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

During the year the Foundation did not reimburse any trustees for costs (2019 - Enil).

11. Staff costs

	2020	2019
	£	£
Wages and salaries	55,000	42,211
Social security costs	4,711	5,841
Other pension costs	<u>1,649</u>	<u>1,429</u>
	<u>61,360</u>	<u>49,481</u>

Staff costs represent remuneration for key management.

The average monthly number of employees during the year was as follows:

	2020	2019
	<u>1</u>	<u>1</u>
Events staff		

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

Quintessentially Foundation

Notes to the Financial Statements - continued for the Year Ended 31 December 2020

12. Comparatives for the statement of financial activities

	Unrestricted fund £	Restricted funds £	Total funds £
Income and endowments from			
Donations and legacies	40,713	1	40,714
Other trading activities	<u>54,117</u>	<u>1,013,773</u>	<u>1,067,890</u>
Total	94,830	1,013,774	1,108,604
Expenditure on			
Raising funds			
Other trading activities	<u>56,158</u>	<u>277,499</u>	<u>333,657</u>
	56,158	277,499	333,657
Charitable activities			
Fundraising activities	26,618	736,275	762,893
	<u>82,776</u>	<u>1,013,774</u>	<u>1,096,550</u>
Total	82,776	1,013,774	1,096,550
NET INCOME	12,054	-	12,054
Reconciliation of funds			
Total funds brought forward	44,201	-	44,201
	<u>56,255</u>	<u>-</u>	<u>56,255</u>
Total funds carried forward	<u>56,255</u>	<u>-</u>	<u>56,255</u>

13. Debtors: amounts falling due within one year

	2020 £	2019 £
Events debtor	-	33,527
Other debtors	1,666	3,890
Prepayments and accrued income	<u>187,612</u>	<u>33,774</u>
	<u>189,278</u>	<u>71,191</u>

Quintessentially Foundation

Notes to the Financial Statements - continued for the Year Ended 31 December 2020

14. Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	1,290	36,920
Other creditors	6,171	1,349
Grants payable	336,873	250,055
Accrued expenses and deferred income	<u>17,863</u>	<u>10,186</u>
	<u>362,197</u>	<u>298,510</u>

Included in accrued expenses and deferred income is £11,900 (2019 - £4,000) of income received in relation to events delayed due to government restrictions as a result of Covid-19.

15. Movement in funds

	At 1/1/20	Net movement in funds	At 31/12/20
	£	£	£
Unrestricted funds			
General fund	56,255	(55,999)	256
	<u>56,255</u>	<u>(55,999)</u>	<u>256</u>
TOTAL FUNDS	<u>56,255</u>	<u>(55,999)</u>	<u>256</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	37,902	(93,901)	(55,999)
Restricted funds			
Fayre of St James	269,932	(269,932)	-
Covid-19	262,623	(262,623)	-
Auction	37,534	(37,534)	-
Travel to my Elephant	<u>83,000</u>	<u>(83,000)</u>	<u>-</u>
	<u>653,089</u>	<u>(653,089)</u>	<u>-</u>
TOTAL FUNDS	<u>690,991</u>	<u>(746,990)</u>	<u>(55,999)</u>

Quintessentially Foundation

Notes to the Financial Statements - continued for the Year Ended 31 December 2020

15. Movement in funds - continued

Comparatives for movement in funds

	At 1/1/19 £	Net movement in funds £	At 31/12/19 £
Unrestricted funds			
General fund	44,201	12,054	56,255
	<u> </u>	<u> </u>	<u> </u>
TOTAL FUNDS	<u>44,201</u>	<u>12,054</u>	<u>56,255</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	94,830	(82,776)	12,054
Restricted funds			
Fayre of St James	228,186	(228,186)	-
Bike Ride	400,664	(400,664)	-
Shooting event			
	209,887	(209,887)	-
Quiz night			
	126,813	(126,813)	-
Winter Wonderland	20,224	(20,224)	-
Cirque de Soleil	28,000	(28,000)	-
	<u>1,013,774</u>	<u>(1,013,774)</u>	<u>-</u>
TOTAL FUNDS	<u>1,108,604</u>	<u>(1,096,550)</u>	<u>12,054</u>

Restricted funds are raised by working with our partner charities on various fundraising events throughout the year as listed above. Each event is hosted with a specific partner charity and all funds raised from that event, net of fundraising costs and a small percentage held back to cover overheads, are paid across to the partner charity. Fundraising event costs are included in note 5. The net surplus from these events, given out to charities as grants are included in note 7.

Unrestricted funds are raised through general donations and then allocated to charities as approved by the trustees.

Unrestricted funds include monies held back from events to cover staff and support costs.

Quintessentially Foundation

Notes to the Financial Statements - continued for the Year Ended 31 December 2020

16. Related party disclosures

As of September 2020, Quintessentially Foundation managed its own payroll and no longer used the payroll service of Quintessentially (UK) Limited. The Foundation's salary costs to August 2020 of £43,310 were recharged in full to the Foundation by Quintessentially (UK) Limited. Mr Brooks, a trustee, is a shareholder of Quintessentially (UK) Limited. Mr BW Elliot and Mr A T Simpson, both trustees, are directors and shareholders of Quintessentially (UK) Limited.

At the year-end there was no amount due from Quintessentially (UK) Ltd (2019 - £12,371).

An historical balance due to Quintessentially & Co Limited of £1,983 was outstanding at the year-end and has been settled in full since then.

17. Post balance sheet events

Covid-19 continues to impact on the Foundations ability to host face to face events since the year-end however, the Foundation continues to expand on non-event related fundraising including the Patrons' Program.