

John Bristow and Thomas Mason Trust

Registered Charity No. 1075971



School Cottage, built by John Bristow, Rector 1615-1637
now known as Bristow's Cottage

Annual Report

1 October 2013 - 30 September 2014

www.jbtmt.org.uk

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JOHN BRISTOW AND THOMAS MASON TRUST

Registered Address

4th Floor Griffin House
135 High Street
Crawley
West Sussex RH10 1DQ
Contact: Sandra Limoyo

Trust Secretarial Services Provider

Trust Secretarial Services
Kreston Reeves LLP
4th Floor Griffin House
135 High Street
Crawley
West Sussex RH10 1DQ

Bankers

Barclays Bank plc
105 Victoria Road
Horley
Surrey, RH6 7AX

Investment Advisers

Cazenove Capital Management Limited
12 Moorgate
London, EC2R 6DA

Solicitors

Thomas Eggar LLP
Belmont House, Station Way
Crawley
West Sussex, RH10 1JA

Auditors

Kreston Reeves LLP
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How to contact the Trust

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Trustees

The Rev. Bill Campen	ex officio
Mrs Margaret Hensman	Appointed 19 January 2015. Office expires 18 January 2019
Mr Feargal Hogan	Chairman from 12 March 2015. Office expires 25 February 2019
Mr Martin James	Resigned 12 March 2015
Mrs Carole Jordan	Office expires 22 February 2016
Mrs Julie King	Office expires 23 November 2015
Mrs Alison Martin	Deputy Chairman from 12 March 2015. Office expires 26 March 2018
Mr Richard Parker	Office expires 22 February 2016
Mr Howard Pearson	Chairman from 30 January 2014, resigned 13 November 2014
Mr Christopher Peters	Appointed 27 March 2014. Office expires 26 March 2018
Mr Graham Shoubbridge	Appointed 16 March 2015. Office expires 15 March 2019

Table of Contents

Chairman's Report for the Period Ended 30 September 2014.....	2
List of Grants for the period to 30 September 2014	4
Statement of Trustees' Responsibilities	5
Independent Auditors' Report.....	6
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Accounts	10
Endowment Valuations	15
Statements of Policies	16
The Trust Scheme	18
History of the John Bristow and Thomas Mason Trust	19

Chairman's Report for the Period Ended 30 September 2014

Welcome to this, the 16th Annual Report of the Trust. We produce the report for 2 reasons; to comply with Charity Commission requirements, but more importantly to inform anyone from the Area of Benefit about our work and show that the Trustees are making real efforts to support our local communities. We have always tried to produce the report before the Annual Parish Meeting in April, and the change to our financial year timings a few years ago has helped us achieve that.

Additionally, in this Report, we want to begin a process of trying to look to the future, as well as report on the past. There is now an expectation by the Charity Commission that we should do this.

Economic Climate

The Trust's work is funded by a large body of investments, managed for us by Cazanove Capital Management, in the main using stock market based investments. Because of this we are always concerned about the general economic climate and we are generally pleased with the direction in which the economy is moving. The longterm growth trend on our portfolio has been generally positive since the 2008 falls, and it currently shows a growth of nearly 15% overall on our December 2007 valuation. The growth in 2014 itself was not very high at just under 3%.

That income levels have been maintained throughout is very healthy, and fortunately there has been no adverse impact on the levels of grants distributed. Full details of our current valuations are at the end of the financial statements.

People

There has been significant change in the faces around the table at Trustee meetings in the last 12 months. Howard Pearson and Martin James, our previous two Chairmen, both resigned due to pressure of work. We extend our heartfelt thanks to both of them for their sterling work and professional contributions over many years. Chris Peters, Maggie Hensman and Graham Shoubridge have joined our team, and we thank them for giving up their personal time to come and help us.

2014 also saw our Trust Secretary, Marie Singleton, resign. As a result, we decided not to replace Marie directly, but to try to find a local professional service provider that could take over much of the Trust Secretary role, and have appointed KrestonReeves of Crawley to provide secretarial and accounting services for a period to the end of production of next years Annual Report. The Trustees will be monitoring performance of the contract throughout the year and will make a decision on whether to continue or to revert to our previous arrangements, in due course.

Grants

The main objective for the Trust is the making of grants to people and organisations within the Area of Benefit. We have been able to maintain the usual level of grants notwithstanding the economic climate and a full list of amounts distributed is set out on page 4 of this report.

In particular, we have extended our support for the Pavilion project significantly, and while our commitment is large, as yet none of the funds have been called down. There is a note in the financial statements dealing with this issue.

Publicity

The Trust has expanded its publicity efforts with a new Facebook page (facebook.com/jbtmt) and its own Twitter feed (@JBTMTCharlwood) and we will be expanding their use over the next 12 months. The Trustees have felt for some time that the Trust needs to be more visible, and we intend to address that this coming year.

Bristow's Cottage

We have said goodbye to our long-serving tenant and hello to a new young couple. We had a few months' lost earnings in the interim, which is unfortunate. Luckily for us, Richard Parker will now be acting as the Trustee dealing with matters related to the Cottage. We thank him for all the hard work he has put into the role already.

Public Benefit Reporting

The law now requires that a Trust like ours should report on its own application of the Charity Commission guidance on the Public Benefit requirement. This requires us to set out the main activities undertaken to carry out our charitable purposes for the public benefit over the reporting period.

Over the last 12 months, we have made charitable grants to 7 organisations within the area of benefit for the benefit of their local members or clients. We have given 4 grants to individual residents in the Area of Benefit, and 1 grant to an external organisation supporting inhabitants of the Area of Benefit.

It is the Trustees belief that this makes us compliant with the Charity Commission guidance in this area.

Finally

It must be stated again that the Trust is administered by the Trustees for all in the Area of Benefit, as laid down by the Trust Deed. It is the Trustees responsibility to run the Trust, however we are always grateful for all contributions from the community that will help us promote its purpose and achieve its aims.

Thank you for taking the time to read this Annual Report.

Feargal Hogan
Chairman

List of Grants for the period to 30 September 2014

Grants approved during the period may be analysed as follows:	£
Education Grants	
Personal Education Grant	500
Assistance Grants	
Personal ¹ (three)	1,689
General Grants	
Parish Venture Week	3,000
Charlwood Village Football Club	882
The Friday Group	214
Royal British Legion Charlwood - Womens' Section	181
St Catherine's Hospice	3,650
Charlwood Mothers Union	245
Charlwood Pavilion	50,000
St Nicholas PCC - Churchyard Maintenance 2013 grant released	(500)
St Nicholas PCC - 2013 grant released	(2,711)
Total Grants for the period	57,150

¹ We do not usually give names of individuals and never do so for Assistance Grants

Statement of Trustees' Responsibilities

The Charity's Trustees are responsible for preparing the Annual Report and Financial Statements for the year ended 30 September 2014 in accordance with applicable law and United Kingdom Accounting Standards and Generally Accepted Practice.

The Law applicable to Charities in England and Wales requires the Trustees to prepare financial statements for each financial period, which give a true and fair view of the state of affairs of the Charity and its financial activities for that period. In preparing those financial statements, the Trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and estimates that are reasonable and prudent;
- d) state whether applicable UK Accounting Standards and Statements of Recommended Practice have been followed;
- e) prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ascertain the financial position of the Charity comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Trust Deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees confirm that so far as they are aware, there is no relevant audit information of which the Charity's Auditors are unaware. They have taken all the steps that they ought to have taken as Trustees in order to make themselves aware of any relevant audit information and to establish that the Charity's Auditors are aware of that information.

By order of the Trustees

Feargal Hogan
Chairman

Date:

Independent Auditors' Report

To the Trustees of the John Bristow and Thomas Mason Trust

We have audited the financial statements of the John Bristow and Thomas Mason Trust for the year ended 30 September 2014 on pages 8 to 14. 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).

This report is made solely to the Charity's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Charity's Trustees those matters we are required to state to them in an Auditor's 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 Charity and its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Trustees and Auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 5, the Trustees are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit and the Financial Statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees' Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on Financial Statements

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 30 September 2014, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Annual Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Kreston Reeves LLP
Statutory Auditor
Griffin House
135 High Street
Crawley
West Sussex
RH10 1DQ

Date:

Kreston Reeves LLP are eligible to act as Auditors in terms of section 1212 of the Companies Act 2006.

Statement of Financial Activities

For the year ended 30 September 2014

		Funds		Total	
Statement of Financial Activities	Notes	Unrestricted	Endowment	2014	2013
		£	£	£	£
Incoming Resources					
Incoming Resources from Generated Funds	3	97,777	144	97,921	95,163
Resources Expended					
Charitable Activities					
-On Properties	4 & 9	5,334	—	5,334	5,205
-Grants and Donations payable	5	62,350	—	62,350	98,010
Total Charitable Expenses		67,684	—	67,684	103,215
Governance and Support Costs	6	19,332	—	19,332	14,387
Total Resources Expended		87,016	—	87,016	117,602
Net Resources before and after Transfers		10,761	144	10,905	(22,439)
Gains and losses on the revaluation and disposal of Investment Assets		—	54,763	54,763	355,332
Net Movement in Funds		10,761	54,907	65,668	332,893
Total Funds Brought Forward		85,595	2,646,054	2,731,649	2,398,756
Total Funds Carried Forward		96,356	2,700,961	2,797,317	2,731,649

Balance Sheet

At 30 September 2014

		Funds		Total	
Balance Sheet	Notes	Unrestricted	Endowment	2014	2013
		£	£	£	£
Investments					
Investment Properties	1 & 7	–	450,002	450,002	450,002
Listed Investments	8 & 14	–	2,228,559	2,228,559	2,168,452
Total Investments		–	2,678,561	2,678,561	2,618,454
Current Assets					
Debtors	9 & 10	1,397	22,400	23,797	28,957
Cash at bank and in hand		205,369	–	205,369	168,513
Total Current Assets		206,766	22,400	229,166	197,470
Creditors; amounts falling due within 1 year	12	(110,410)	–	(110,410)	(84,275)
Net Current Assets		96,356	22,400	118,756	113,195
Total Assets less Current Liabilities		96,356	2,700,961	2,797,317	2,731,649
The Funds of the Charity					
Permanent Endowment Funds		–	2,700,961	2,700,961	2,646,054
Total Capital Funds		–	2,700,961	2,700,961	2,646,054
Income Funds					
Unrestricted Funds		96,356	–	99,356	85,595
Total Charity Funds		96,356	2,700,961	2,797,317	2,731,649

The financial statements were approved by the Trustees and signed on their behalf by:

Feargal Hogan
Chairman

Date:

Notes to the Accounts

30 September 2014

1. Accounting Policies

Basis of Preparation - The financial statements have been prepared under the historical cost convention, as modified for the valuation of certain tangible fixed assets, and in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) and applicable UK Accounting Standards and the Charities Act 2011.

Incoming and Expended Resources - Income includes dividends, interest receivable and rent receivable for the year. All grants and expenditure are accounted for when they become payable, or when there is a constructive obligation, including grants and loans which have been formally approved by the Trustees, but not yet paid.

Listed Investments - Investments are valued at the middle market price as disclosed on the London Stock Exchange at the year end. Increases or decreases on the annual revaluation of the investment portfolio, and any other profit or loss on sale of investments is added or subtracted from the Endowment Fund. These movements are shown in the Statement of Financial Activities Endowment Fund column.

Funds - The Unrestricted Funds represent monies which are available for future grants, the primary source of receipt is from the investment income generated by the Endowment Funds. The Endowment Fund is not available for distribution without the specific authority of the Charity Commissioners. It represents the endowment capital received by the charity adjusted for gains and losses on investments.

Investment Properties - The recreation land at The Withey and the Millennium Field are carried at £1 each because these are non income producing assets. Bristow's Cottage and Charity Field are shown at the market values as at the date of the last valuation.

2. Taxation

As a registered charity, the Trust is not subject to United Kingdom corporation tax or income tax. Any tax deducted from interest is recoverable. The Trust is not registered for Value Added Tax, with the result that VAT suffered on expenditure is irrecoverable and written off except that relating to Charlwood Parish Council.

3. Incoming Resources from Generated Funds

Income	Funds		Total	
	Unrestricted	Endowment	2014	2013
	£	£	£	£
Fixed Interest from Listed Investments	21,001	—	21,001	22,976
List Equities income	62,818	144	62,962	57,723
Total Listed Investment Income	83,819	144	83,963	80,699
Bank Interest receivable	536	—	536	664
Rental Income	13,422	—	13,422	13,800
Total Incoming Resources	97,777	144	97,921	95,163

4. Expenditure on Property

The following expenditure was incurred on Bristow's Cottage and other properties during 2013/14:

	2014	2013
	£	£
Garden Maintenance	1,683	1,300
General Maintenance	155	130
Rental management fees	2,132	2,449
Insurance on all Properties	1,364	1,326
Total spent on Properties	5,334	5,205

5. Grants and Donations Payable

	2014	2013
	£	£
Grants to third parties - individuals (see page 4 for full list)	2,189	1,176
Grants to third parties - groups (see page 4 for full list)	54,961	91,634
Renovations to Bristow's Cottage (see Note 9)	5,200	5,200
Total	62,350	98,010

6. Governance and Support Costs

	2014	2013
	£	£
Trust Secretary's gross salary	11,824	8,334
Pension contributions	597	597
Other office costs incl. telephone, stationery, printing, photocopying	2,591	1,556
Total Support Costs	15,012	10,487
Auditors' remuneration - Governance Costs	4,320	3,900
Total spent on Governance and Support Costs	19,332	14,387

The Trust operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Trust to the pension fund in respect of the period 1 October 2013 - 30 September 2014. No expenses relating to the website domain of the Trust were paid to the Trustee Mr F Hogan in 2014 (2013 £30). No expenses relating to cottage general maintenance were paid to the Trustee Mr H Pearson in 2014 (2013 £130). No remuneration was paid to Trustees in either period.

7. Investment Properties - Bristow's Cottage and Charity Field

White & Sons, Estate Agents and Surveyors, carried out the following property valuations for Bristow's Cottage and for Charity Field as at 30 September 2013 (the Trustees do not consider the valuation to be materially different as at 30 September 2014). The basis of the valuations was the market value for owner occupation as defined in the R.I.C.S. Appraisal and Valuation Standards (The Red Book). White & Sons are not an Independent Valuer strictly as defined in the Appraisal and Valuation Standards, as they receive remuneration in respect of the management of both of the above properties.

Nevertheless the Trustees accept White & Sons valuation advice as an Independent Valuer notwithstanding their continuing professional involvement with the Trustees in respect of both properties valued.

Endowment The valuations advised were in respect of:	2014	2013
	£	£
Bristow's Cottage, Rectory Lane, Charlwood	400,000	400,000
Charity Field, Beggarhouse Lane, Charlwood	50,000	50,000
Total	450,000	450,000
The Withey, Hookwood, and the Millennium Field, Charlwood	2	2
Total Valuation	450,002	450,002

8. Listed Investments

All investments are in UK Common Investment Funds stated at middle market prices totalling £2,228,559 have an original cost of £1,779,555 as shown on note 13.

9. Renovations to Bristow's Cottage

The Charity Commission gave permission in August 2000 and April 2001 for the Trustees to spend £130,000 from permanent endowment for the purposes of renovating Bristow's Cottage, subject to replacement from income, repayable over 25 years. Capital repayments totalled £5,200 during 2014 (2013 £5,200).

10. Debtors

Debtors are made up as follows:

Debtors	Funds		Total	
	Unrestricted	Endowment	2014	2013
	£	£	£	£
Renovations to Bristow's Cottage (2000 & 2001)	—	22,400	22,400	27,600
Other debtors	24	—	24	—
Prepayments	1,373	—	1,373	1,357
Totals	1,397	22,400	23,797	28,957

11. Cash Flow

The Endowment Fund experiences changes in its portfolio of investments but no inward or outward cash flow, except for the repayment of capital (see note 9 above) and in exceptional circumstances. The Income Fund cash flow differs from the income and expenditure only in respect of movements on loans, grants payable and creditors.

12. Creditors

Creditors are made up as follows:

	Unrestricted Funds	Endowment Funds	2014	2013
	£	£	£	£
Grants Payable	100,469	—	100,469	78,519
Accruals	9,941	—	9,941	5,644
Other Creditors	—	—	—	112
Totals	110,410	—	110,410	84,275

13. Endowment Fund

Investments at 30 September 2014

30 September 2014			30 September 2013		
Units	Cost	Market Value	Units	Cost	Market Value
	£	£		£	£
<i>Investment Funds</i>					
482,558	289,647	438,838	482,558	289,647	430,514
342,398	439,540	499,902	342,398	439,540	501,597
24,052	279,788	346,281	24,052	279,788	329,462
81,070	129,623	285,123	81,070	129,623	269,477
<i>UK Bonds</i>					
98,715	171,510	184,597	98,715	171,510	184,844
468,000	305,116	289,364	468,000	305,116	287,212
<i>Hedge Funds</i>					
1,454	153,787	173,910	1,454	153,787	160,146
	10,544	10,544		5,200	5,200
	1,779,555	2,228,559		1,774,211	2,168,452

John Bristow and Thomas Mason Trust - Endowment Valuations 2005-2014



Statements of Policies

Reserves Policy

In line with the guidance issued by the Charity Commission, the Trustees have reviewed the need for reserves. The Trustees seek to apply all income on charitable purposes as soon as is reasonably prudent, however they have concluded:

1. that it is right to keep at least £20,000 to £30,000 in reserve as this approximates to four months outgoings and this is the amount required to ensure that the Trust can be run efficiently and to meet grant applications without delay.
2. that it is right to keep additional reserves when it is anticipated that there is a real prospect that the Trustees will, within the following two years or thereabouts, make a grant which is greater than 20% of the budgeted annual income. The amount of this reserve will depend on the size of the anticipated grant or the accumulated total if there is more than one.

The Trustees monitor the level of reserves regularly.

Risk Management and Control Policy

The Trustees have identified the potential risks to which the Trust is exposed and have set up a risk register that is reviewed at least once a year. The Trustees are satisfied that they have established systems and procedures to mitigate those risks.

Investment Policy

It is the Trustees' policy to invest in equities, in fixed interest stock, and in hedge funds and to place money with deposit takers.

The objective is to achieve growth, both in capital and income, but in particular to preserve the capital for future generations. Within that broad objective the aim is to obtain income in the region of £70,000 upwards per annum from these investments.

The Trustees have appointed Cazenove as investment advisors. They seek low risk investments and place no restrictions. Some funds are placed on deposit with Cazenove otherwise investments are in Common Investment Funds and Common Deposit Funds approved by the Charity Commission. The performance benchmarks are the FTSE All Share index for equity funds, the FTSE Government All Stocks index for fixed interest funds and 7 day LIBID for hedge funds. Cazenove do not have discretion to deal without specific instructions from the Trustees. Common Investment Funds from two or three different Investment Houses are chosen for both equity and fixed interest investments.

The ratio between funds in equities, fixed interest, hedge funds and on deposit will vary, but in general 50% to 70% will be in equities, 20% to 40% in fixed interest, and 0% to 15% in hedge funds. A small proportion may be with a deposit taker or in a current bank account.

Cazenove report four times a year on the investment performance and the investment policy is reviewed at least once a year.

The Trust also owns real property and there are special reasons for each holding. The Trustees do not invest in real property for purely investment purposes.

Policy on selection of individuals and institutions who are to receive grants

- i) the Area of Benefit will be taken as a whole and applications from any part of the Area of Benefit or communities within them will be considered on merit;
- ii) steps will be taken to achieve growth both in capital and in income but in particular to preserve Bristow's Cottage and other capital of the Trust for future generations;
- iii) in supporting projects and societies, the Trustees are determined that voluntary fund-raising efforts must not be impaired and it wishes community involvement to remain as strong as it has been in past years;
- iv) the Trustees are willing to work in co-operation with other charities within the Area of Benefit such as Smiths and Earle's.

Recruitment of Trustees

Co-opted Trustees are appointed following local recommendation from organisations and the community.

On appointment, a new Trustee is sent an induction pack comprising:

- Copy of the Trust Scheme dated 1 March 1999
- Copy of the Minutes of the special meeting of the Trustees held on 23rd June 2006 with the resolution to amend clause 8 (1) of the Trust Scheme.
- Copy of the most recent audited Trust Annual Report and Accounts
- Copy of the Charity Commission publication CC3 The Essential Trustee: What you need to know
- Details of the current Trustees including contact details
- Copy of the Minutes of the last Trustees' meeting
- Copy of the Charity Commission publication CC10 The Hallmark of an Effective Charity.

The Chairman then has a meeting with the new Trustee to give further information and details on the Trust and to answer any questions.

Policy of Conflict of Interest

Trustees must always be alert to the possibility of a conflict of interest. In particular they must make known, just as soon as is feasible, any interest in a matter scheduled for or under discussion which may, in the opinion of others, give rise to even a remote possibility of bias. If the interest affects the Trustee personally, or affects a member of his or her family, the best course will be for the Trustee to take no part in the discussion and to leave the room.

If the interest affects an organisation of which the Trustee is a member a more complicated situation arises. The interest must be made known as soon as possible and it is then for the Trustee, for the chairman of the meeting and for other Trustees present to exercise their judgement as to what part if any the Trustee should play in discussing the matter: it will be inappropriate for the Trustee to cast a vote.

The Trust Scheme

The Trust Scheme was set up by order of the Charity Commissioners for England and Wales effective 1 March 1999, and amended by a resolution passed at a special meeting of the Trustees on 23 June 2006.

Objects

The objects of the Trust as laid down by the Charity Commission are:-

1. The promotion of education in the Area of Benefit* through the provision and support of such facilities and services as the trustees think fit.
2. The relief of inhabitants** who are
 - a) in need, hardship or distress; or
 - b) sick, convalescent, disabled, handicapped or infirm.
3. The provision and support, with the object of improving the conditions of life of the inhabitants in the interests of social welfare, of facilities for recreation and other leisure-time occupation of the inhabitants or any sufficient section of them;
4. The provision and support of such other charitable purposes for the benefit of the inhabitants or any sufficient section of them as the trustees think fit.

Trustees

The Scheme for the John Bristow and Thomas Mason Trust, as amended by a resolution passed at a special meeting of the Trustees, states that there should be:

one ex officio trustee	the rector for the time being of the ecclesiastical parish of St. Nicholas, Charlwood
four nominated trustees:	three appointed by Charlwood Parish Council one appointed by the Governing Body of Charlwood Village Infant School
four co-opted trustees:	who, as far as possible, are persons who through residence, occupation, employment or otherwise have special knowledge of the Area of Benefit.

* the area of benefit is outlined on the map and is the 1926 boundary of the Parish of Charlwood

** "the inhabitants" means the inhabitants of the Area of Benefit

History of the John Bristow and Thomas Mason Trust

The John Bristow and Thomas Mason Trust formally came into existence on 1 March 1999 when the two Charlwood Charities of the John Bristow Charity and the Thomas Alexander Mason Trust combined to form a single new charity to carry on the work of both the charities.

History of John Bristow's Charity

John Bristow was rector of Charlwood from 1615 until his death in 1637. He was a local Charlwood man whose family had lived here for at least two centuries. He was comparatively well off, owning properties in Horley and Charlwood.

During his lifetime John Bristow built a cottage now known as Bristow's cottage and gave it, and the half acre adjoining, under the care of six trustees, to be "a Schoolhouse, and for the teaching of two poor children therein gratis". In his will he added a field of seven acres, now called Charity Field, beside Beggarhouse Lane and increased to three the number of children to receive free education.

The cottage remained as the village school for over 200 years, until a new and larger boys' school was built in 1840 and a new girls' school (now the Parish Hall) in 1852. In 1863 it was recorded that the aged schoolmaster, John Mann, was still teaching without charge, four poor children to read, write and cast accounts. Subsequently the cottage was let, with the rental income being used to support education.

For many years the cottage was occupied by a well known Charlwood character, Eric Wickens, and his family. When he died in 1995 the Trustees decided that the cottage needed extensive restoration, to preserve it, and to bring the bathroom and kitchen up to date. The charity did not, however, have sufficient funds to finance this expenditure, and therefore suggested an amalgamation with the Thomas Alexander Mason Trust.

The Charity Commission decided that the merger made sense since the Bristow's Charity and the Thomas Alexander Mason Trust both covered the same area of benefit, both covered education, both had the Rector of Charlwood as an ex officio Trustee, and it allowed the new charity to spend some of its capital on the restoration. The merger also allowed the cottage to be retained in community ownership, thus preserving a unique part of the heritage of the village.

History of the Thomas Alexander Mason Trust

Thomas Alexander Mason was born in Southwark in 1859. Actually he was born as Thomas Alexander Bear but changed his name to Mason by deed poll when he was 29. He inherited a successful family tobacco business which he sold to British American Tobacco at the end of the First World War. For many years he lived in Reigate, and died at the age of 90. He was a solitary man and a private benefactor, often buying plots of land and giving them to charities.

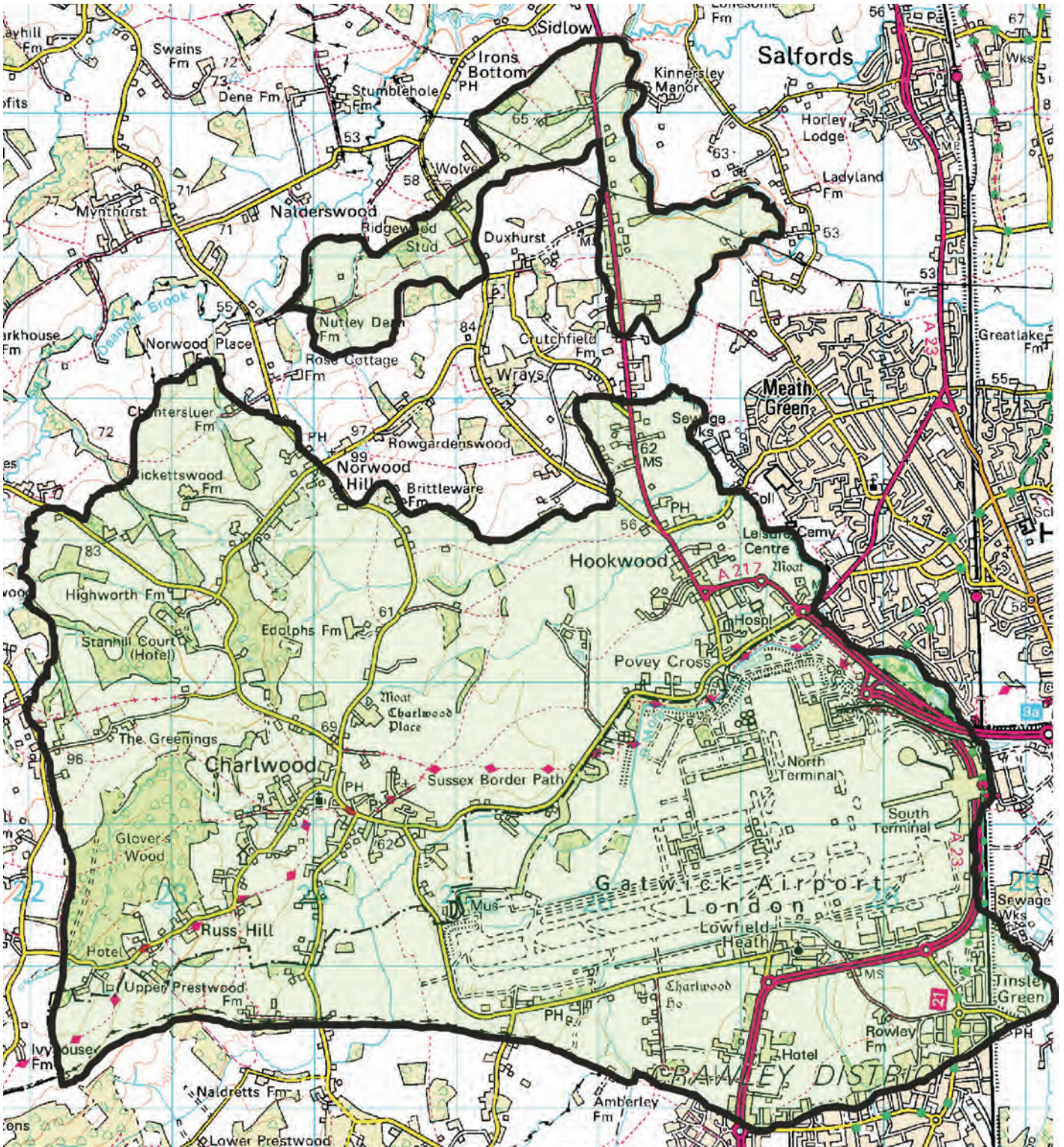
In 1926 he bought an acre of land in the centre of the village of Lowfield Heath “for the purpose of a recreation ground and open space”. There is no record of why he made this gift. At that time Lowfield Heath was part of the Parish of Charlwood and the Charlwood Parish Council became the Trustee for the land.

In the 1970s much of the village of Lowfield Heath was demolished due to the noise from Gatwick Airport, leaving just the church and the windmill. The 1973 boundary changes transferred Lowfield Heath to Crawley, but the Charity Commission ruled that the land should remain under the trusteeship of Charlwood Parish Council. During the following eight years the ground became disused and overgrown and eventually planning permission was obtained for development.

In November 1981 the land was sold for £490,000. After guidance and direction from the Charity Commission as to who should have responsibility for safeguarding this large sum for the Parish, a new charitable trust was set up named after the original donor. The Trust, which came into existence in January 1983, was ‘for the benefit of the inhabitants of the Parish of Charlwood’, with the boundaries as they were in 1926 when Thomas Mason made his gift (as illustrated on the Area of Benefit map).



The Area of Benefit



The Area of Benefit as outlined on the map above is the 1926 boundary of the Parish of Charlwood.



Thomas Alexander Mason with his wife
Mary Emma in the 1940s