

*The  
Travellers  
Aid Trust  
2007*

**Charity Number 299463**

Report of the Trustees and

Financial Statements

For the Year Ended 31<sup>st</sup> of December 2007

For

The Travellers Aid Trust

**The Travellers Aid Trust**  
**Contents of the Financial Statements**  
**Year ended 31<sup>st</sup> December 2007**

	<b>Page</b>
Organisational Information	1
Report of the Trustees	2
Report of the Independent Auditor	3
Statement of Financial Activities	4
Balance Sheet	5
Notes to the Financial Statements	6

**The Travellers Aid Trust**  
**Organisational Information**  
**Year ended 31<sup>st</sup> of December 2007**

<b>Name of Charity:</b>	The Travellers Aid Trust (TAT)
<b>Registered Charity Number:</b>	299463
<b>Principal Office:</b>	PO Box 16 Llangynderyn Kidwelly SA17 5BN
<b>Trustees:</b>	Diana Staines Anthony Thomson Margaret Greenfields Toby Blume Philip Bourne Helen Hughes ( <i>resigned March 2008</i> )
<b>Staff:</b>	
Trust Administrator:	Susan Alexander
<b>Solicitors:</b>	Bates, Wells & Braithwaites Cheapside House 138 Cheapside London EC2V 6BB
<b>Bankers:</b>	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill, West Malling Kent ME19 4JQ
<b>Accountants &amp; Independent Examiners:</b>	Co-opportunity Ltd Unit 59 Easton Business Centre Felix Road, Easton Bristol BS5 0HE
<b>Governing Document:</b>	Trust Deed

**THE TRAVELLERS AID TRUST  
TRUSTEES REPORT  
Year ended 31<sup>st</sup> December 2007**

The Trustees present their report with the financial statements of the Charity for the year ended 31<sup>st</sup> December 2007.

**STRUCTURES, GOVERNANCE AND MANAGEMENT**

The Trust is constituted through a Trust Deed and is governed by a Board of Trustees which meets four times a year. To date, Trustees have been drawn from the beneficiary group and from professionals working with or for Gypsies and Travellers in either the voluntary, statutory or legal sectors. The Trust endeavours to ensure a balance between beneficiaries and professionals as well as a gender balance on its Trustee board and recruitment of new Trustees reflects this. In summary, the Trustees will accept nominations to join the Board of Trustees either by recommendation from fellow Trustees and/or third parties or by direct contact from individuals. In the case of recommendations, the Trust will contact the individual concerned. Once initial contact has been made, candidates will be requested to send in a formal expression of interest in becoming a Trustee. This expression of interest should outline who they are and what skills and experience they can bring to the Trust. The Trustees will then decide whether to interview individual candidates dependant on the need that exist to develop the Board. Suitable candidates will then be invited to an interview. Candidates will then be informed of the outcome of their interview in writing within two weeks.

The Trust is run through an office staffed by a part-time Administrator. The role of the Administrator is to deal with all aspects of the overall and day to day administration of the Trust, all correspondence and communications related to the Trust and to administer all of the Trust's grants programmes and projects. The Trust Administrator reports back to the Trustees both in writing and in person at board meetings and through telephone and email communications between meetings as appropriate. Decisions in relation to the reimbursement of project costs and expenses claims, along with a limited number of small grant payments (up to £250) that fall within set criteria for individual grant programmes are delegated to the Trust Administrator. All other decisions in relation to grant payments are first assessed by the Trust Administrator and then put forward to Trustees for consideration at their board meetings.

**OBJECTIVES AND ACTIVITIES**

The Trust Deed outlines the charity's two main objectives as:

- The relief of poverty, hardship, sickness and distress among such persons as adopt, whether temporarily or permanently and regardless of race, culture, nationality or ethnic origins, a nomadic style or habit of life (herein after referred to as 'Travellers').
- The advancement of education among the children of Travellers by attendance at school or otherwise.

The Trustees fulfil the objectives of the Trust in three ways. Firstly, by developing and delivering a range of small or targeted grants programmes aimed at benefiting individuals Travellers and the Traveller community. These grants programmes are either funded by the Trust's own asset or through grants from other grant makers. Secondly, by providing core funding for Friends, Families and Travellers, a national voluntary organisation whose service delivery reflects the Trust's own objectives. Thirdly, and only in exceptional circumstances, by securing funding and administering projects that are seen to be of benefit to the Traveller community as a whole. Details of the various grants programmes, projects administered and organisations supported are given below.

### GRANT MAKING

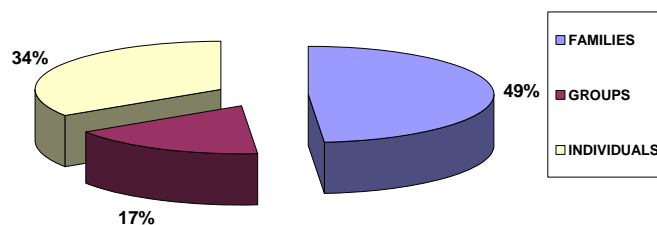
During 2007, the Trust awarded a total of £119,621 in grants over all its various grants programmes and activities. A total of £122,252 was paid out during the year, the difference representing grants from 2006 not drawn down until 2007. A breakdown of the respective grants programmes is found below.

#### *Violet Clegg Fund*

The Trustees remain very keen on ensuring that individual Travellers benefit from the Trust's asset and this is achieved in part through The Violet Clegg Fund. This programme operates two main categories of grant, these being 'Overcoming Hardship' and 'Community Benefit'. Awards of up to £250 are issued for applications that are of benefit to individual Travellers or the Traveller community. Funding was received towards this programme in 2006 from the Charities Advisory Trust to support applications in relation to education.

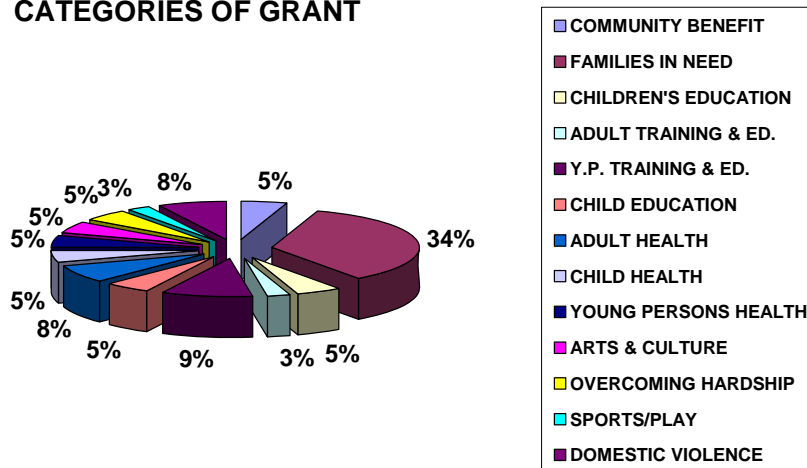
During this year a total of 77 applications were received. Of these 38 were refused and 39 approved. A total of £9,340 was awarded in grant payments with a typical grant of £250. A total of £9,030 was paid out in grants during this financial year, the difference representing payments carried over into 2008. As can be seen from the charts below, this year saw nearly half of grants awarded to families.

**PROFILE OF BENEFICIARIES**



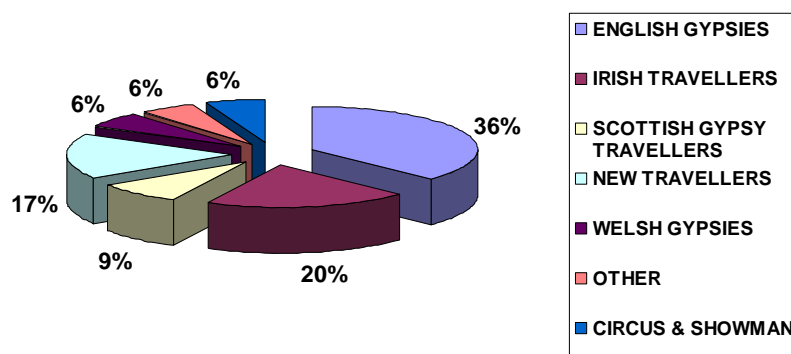
In relation to categories of grant, the largest percentage awarded remained to families in need, as was the case in 2005 & 2006. This year has seen an increase in this category of grant from 29% to 34% of all grants. Training and education for young people was the second highest category followed by adult health and domestic violence.

### CATEGORIES OF GRANT



The profile of communities funded in 2007 has remained relatively unchanged from 2006 with the same percentage of English Gypsies and Irish Travellers being supported and only minor variations within other groups.

### PROFILE OF COMMUNITIES FUNDED



### ***Friends, Families and Travellers***

A total grant of £33,000 was made to FFT during 2007 which represented the final grant award to the organisation by the Trust. FFT was also awarded a separate grant of £2,500 for a 'stand alone' planning project that is linked to the on going work of the Traveller law reform process.

### ***The Traveller Law Reform Project and the National Federation of Gypsy Liaison Groups***

Following the disbanding of the Gypsy & Traveller Law Reform Coalition at the beginning of 2006, two new projects emerged and were awarded funding in September 2006 to continue its work. These were The Traveller Law Reform Project (TLRP) and the National Federation of Gypsy Liaison Groups (NFGLG). TLRP was awarded funding to employ a Policy Development Officer and received a total of £35,247 in 2007 with a further £45,000 allocated for 2008-09, to be drawn down from Comic Relief. NFGLG was awarded £10,000 funding to host a series of conferences in 2007. Further information about these projects is available on their respective websites.

### ***The Special Bursary Fund***

The Special Bursary Fund provides financial support to enable individual Gypsies and Travellers to participate effectively in self-representation, law reform and policy development. The fund is directly linked to work that promotes and facilitates the participation of Gypsies and Travellers in the law reform process. The fund is intended to enable members of the Gypsy & Traveller community:

- ✚ participate in the Gypsy & Traveller law reform process
- ✚ participate in the running of Gypsy & Traveller organisations
- ✚ access training in issues affecting Gypsies & Travellers

These criteria are met by subsidising travel, accommodation and fees for attending meetings, conferences and training days related to the Gypsy and Traveller Law Reform process. Access to such a fund means that Travellers are encouraged to participate more fully in matters that affect them and significantly increases their capacity to input into and influence decision-making processes.

2007 saw a winding down of this grants programme with only two awards made during the year totalling £475. As a result of the poor take up of grants, it was agreed to close the programme down at the end of 2007.

### ***DIY Fund for Gypsies & Travellers***

In September 2005, the Trust was awarded £113,000 from Comic Relief to run a funding programme for grass-roots Gypsy & Traveller organisations and projects. Although not as targeted as the Special Bursary Fund, the fund is broadly linked to the Gypsy & Traveller law reform process. In particular, its objective is to meet the need for smaller groups, working on a local level, to make sure that Gypsy and Traveller needs are recognised and they can have an active role in decisions affecting them. The programme

awards grants of up to £3,000 for basic running costs such as rent, telephone, computers, sessional workers, etc... to organisations with an annual turnover of under £50,000. During 2007, a total of £30,000 was paid out through this programme. Out of the 15 grants paid, 11 were awards carried over from 2006 and three represented additional 'bridging' grants of £1,000 to groups which had either already received awards in 2005 & 2006 under the DIY Fund or had had similar grants from Comic Relief. The Trustees agreed to award bridging grants to help sustain those groups which continued to struggle to attract core funding from other sources. Only one new grant was awarded in 2007 and represented the final award of £3,000 of the programme.

### **Other Grants**

Upon request, the Trust also 'brokered' one award of £2,000 from another grant-maker on behalf of a project it had previously funded under the DIY Fund scheme.

### **Independent Evaluation**

In the autumn of 2005, the Board of Trustees agreed to commission an independent and comprehensive evaluation of the Trust's own grants programmes between 2003 and 2005. The programmes to be evaluated were only those developed and delivered by the Trust using the Trust's own asset. The evaluation was not designed to look at the delivery of grants programmes funded by other grant-makers.

This decision was taken to enable the Trust to better understand how accessible its grants programmes were and to improve where possible on how the Trust operates in this capacity. It is the view of the Trustees that this is a critical issue due to the nature of the beneficiary group who can, as a result of the often very difficult circumstances in which they live, be hard to reach using conventional methods of communication and who often encounter considerably obstacles in accessing mainstream services.

In May 2006, following an open invitation to tender for the evaluation work, five applications were received and it was agreed to split the work between two of the applicants, both independent consultants. The main body of work was awarded to Shirley Macredie and centred on telephone interviews and questionnaires. Martine Croenen, a new Traveller, was awarded the second section of work which involved face to face interviews at festivals, fairs and conferences. Much of the text and all the findings of the report are taken from their respective reports and the Trustees wish to extend their sincerest thanks to Shirley and Martine for their input. The Trustees would also like to express their thanks to all the individual Travellers and organisations that participated in the evaluation.

The evaluation, published in 2007, provided some very positive feedback and found that TAT is on the whole highly thought of and valued. The grants programmes have been very well received by participants and they want to see them continue. The provision of grants in the majority of cases had a positive knock-on-effect to the wider Traveller community and in most instances participants felt that TAT contributed enormously in the promotion of Traveller culture and life.

Despite the positive feedback from the evaluation, there are many ways in which the Trust can and should improve. Some very useful feedback was received from participants on how the Trust could develop its services and where practicable, these will be pursued. In response to the evaluation, the Trust has already re-launched its website and will be seeking to establish links with other relevant websites to raise awareness of its activities. The Trust has also revised its grant application packs to make them more user-friendly and will complete application forms over the phone with applicants if requested. Audio packs are also now available upon request. To view the full evaluation report, please go to our website ([www.travellersaidtrust.org](http://www.travellersaidtrust.org)) or contact the office for a copy.

### **PLANS FOR 2008**

At the end of 2007, the Trustees reviewed all the Trust's grants programmes and levels of activity. This was done as the remaining reserves are limited and the Trust could potentially spend out in the next two to three years. It was clear that a number of possible options were available to the Trust but that these needed to be explored in more depth. It was therefore agreed that the Trust Administrator present a range of options regarding the expenditure of the remaining asset at the first Trustees meeting in February of 2008. It was further agreed to postpone the allocation of any further funds beyond December 2008 until a new three to five year plan was approved at the end of 2008. The general consensus was that one or two larger grants programmes should be developed by 2009, but that adequate time needed to be allocated for planning and preparation. It was also agreed that there was a need to recruit members of the traditional Traveller community onto the board of Trustees and this would potentially incur more administrative costs.

During 2007, the Trust was invited by the Wates Foundation to apply to their Strategic Programme which aims to support work that influences policy, opinion or practice. The Trust then submitted an 18 month project proposal to carry out research both with grant makers and Gypsy and Traveller groups to look at ways to achieve more informed and effective grant making practices. The research would culminate in a conference at which the findings would be presented and following from which a report would be published. In November 2007, the Wates Foundation agreed a grant of £7,750 for a two day event to take place in September 2008. As the Trustees felt that the research outlined in the original proposal was vital not only to the success of the event, but also in informing grant making practices, they decided to commit the required resources to carry out the necessary work from the Trust's own asset.

### **TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS**

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the Trust's financial activities in the year and of its financial position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees are required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on a going concern basis unless it is inappropriate

- to presume that the Trust will continue in operation
- state whether applicable accounting standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Trust and which enable them to ensure that the financial statements comply with the Charities Act 1993, the Charity (Accounts and Reports) Regulations 2005 and the provision of the Trust deed. They are also responsible for safeguarding the assets of the Trust and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **RISK ASSESSMENT AND MANAGEMENT**

The Trustees of the Charity have carried out a risk assessment according to the requirements for charities, to identify major risks that the organisation is exposed to.


These include financial risks, employment risks, and risks to the charity's reputation, health and safety procedures and internal financial control risks. Copies of the relevant documents are available upon request.

As part of the strategic review planned for 2008, over the next 12 months the Trustees will carry out a full review of the risks the Trust might face in delivering its new strategic plan.

### **AUDIT**

The accountants and independent examiners, Co-opportunity, will offer themselves for re-appointment in accordance with the Trusts rules.

Approved by the Trustees

 \_\_\_\_\_ Dated 24 - 09 2008