



CHARITY COMMISSION
FOR ENGLAND AND WALES

For the attention of the trustees of The
Marlborough Brandt Group ('1001398')

BY EMAIL ONLY
info@mbg.org

Charity Commission
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Our ref: C-011598-K4V0

Date: 09 February 2022

Dear Trustees,

The Marlborough Brandt Group ('the Charity') ('1001398')

I am writing to you to confirm the outcome of the Charity Commission's ('the Commission's') consideration of the Charity's response to the Action Plan sent on 12 August 2021. The Commission has now considered the material that has been shared during its engagement with the Charity and is in the position to make its findings.

Please share this letter with all the Trustees of the Charity.

Background

The Commission wrote to the Trustees on 1 April 2021 to notify them that the Charity had been proactively selected for a compliance visit ('meeting'). The Commission conducted a virtual meeting with the Charity on 13 May 2011 and issued the Action Plan on 12 August 2021. The Commission notes there was an admin error in the receipt of the Action Plan and as such this was resent on 13 December 2021, the deadline for a response was extended to 14 June 2022.

The Commission's Action Plan gave specific tasks to improve the administration, governance, and management of the Charity. The Action Plan, which is attached to this correspondence should be read in conjunction with this letter. The Charity updated the Commission with their responses to the Action Plan on 8 February 2022.

On track to meet your deadline?

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t: 0300 066 9197 (General
enquiries)
0300 066 9219 (Textphone)

w: www.gov.uk/charity-commission

Compliance with the Commission's Action Plan

Overview and governance (Action points 1a & 1b)

All charities must have an effective trustee body to control and administer the charity in accordance with a charity's own governing document, charity law and Commission guidance. The Commission notes that the Trustees sought feedback on the governing documents from its membership, this is a good, transparent practice which the Trustees should continue.

Financial Management (Action points 2a – c)

It is important that the financial activities of charities are properly recorded, and their financial governance is transparent. Charities are accountable to their donors, beneficiaries and the public. This is key to ensuring public trust and confidence in charities. Trustees must also be able to demonstrate that they have monitored funds to ensure that not only have they been transferred from a charity's bank account to the relevant beneficiary, but also that once they have reached the intended destination, their end use was verified to ensure that those funds had been used for the purposes for which they were intended.

The Commission reviewed the Charity's '*Sending money overseas policy*' when providing advice and guidance in August 2021. The Commission is satisfied from the Trustees' response and the engagement of the Charity's wider membership that this policy will be kept under review. The Commission's advice on [Internal Financial Controls \(CC8\)](#) will also serve to assist the Trustees in the effective financial management of the Charity.

The Commission also reviewed the Charity's '*Volunteer and Trustee expenses policy*'. The Commission noted at the time that the policy provides '*clear detail on the circumstances in which flights will be reimbursed*' and that it is '*good practice that costs are agreed in advance by at least two trustees and recorded in writing*'. Further, it increases the Charity's transparency that the policy is available online for the benefit of stakeholders, beneficiaries, members, and any other interested in the work of the Charity.

Partnership working (Action points 3a – 3c)

When working with partners, trustees:

- must carry out appropriate and proper due diligence on individuals and organisations that the charity gives grants to or uses to carry out charitable projects and help deliver its work - this involves the trustees assessing the risks to ensure that those partners are suitable and appropriate for them to work with

- it is good practice for an agreement to be drawn up with partners for significant projects or long term relationships, setting out what the arrangement is, when any project or work should be delivered by and how and what happens when the arrangement is comes to an end - this helps protect the charity's position - the agreement would normally be clear about who has responsibility for what actions, how payment and financial matters of the work will be managed and reported on, and what happens should any targets not be met or the project not be delivered.

The Commission has shared guidance¹ with the Trustees to support the effective management of partnerships with Venture Force and TARUD. The Commission understands that the Charity has begun its review of the Venture Force MOU and will begin to review TARUD's in due course.

Finding

The Commission finds that the Trustees have **fully complied** with the Commission's Action Plan sent to the Trustee on 12 August 2021.

At this time, the Commission closing its engagement with the Charity and would like to thank the Trustees for their positive engagement with the Commission.

Yours Sincerely,



Miss Rhian Samuda

Compliance Visits and Inspections Team
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¹ See 'Partnership working' – Commission's Action Plan dated 12 August 2021