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Health and Safety Executive		Operational Circular	
		OC 74/4	
Review Date	19/04/2012	Open Government Status	Fully Open
Version No & Date	2:04/03/2004	Author Unit/Section	FOD RU3

Target Audience:
All HSE Inspectors

THE BELLHOUSE AND MAKEPEACE TRUST

This OC, which revises and replaces OC 74/4, gives details of the Bellhouse and Makepeace Trust. Paragraph 1 indicates additional funding. Paragraph 2 indicates changes to the Trustees. Paragraph 3 indicates a widening of its scope to all HSE Inspectors.

1 Bellhouse and Makepeace registered Charitable Trust is an amalgamation of trusts established in the memory of former factory inspectors. These were Sir Gerald Bellhouse CBE, who was Chief Inspector from 1922-1932; and Mr S H Makepeace, formerly a Superintending Inspector of Factories; and Mr George F Sedgwick. A further donation was received upon the winding up of the HMFI Dining Club.

2 Under the original terms of the benefactors, the Chief Inspector of Factories or the Director of Field Operations is the Chair of the trustees and the other two trustees are the next most senior inspectors in rank. These positions are currently held by Mrs S M Caldwell Director of FOD, Dr P C Davies, Director of CoSAS and Mr A J Williams, Head of Research and Strategy – NSD 4.

3 The proceeds from the Trust are directed in accordance with the benefactors' wishes, primarily but not exclusively in support of educational and business training, in deserving cases, for the families of deceased inspectors or those suffering ill health. These may include serving and retired inspectors. The Charity Commission has accepted the Trustees' proposal that the scope of the Trust should now be interpreted as applying to **all** HSE inspectors.

4 The Trustees' policy is to conserve the capital sum invested, under the rules applied by the Charity Commission. Over recent years the investments have produced an annual income of about £2000 and this has been distributed by the trustees each Christmas to appropriate families, chiefly to assist in the education or business training of young dependants of inspectors who have died. The accounts are audited annually and are available for inspection. The account for 31 December 2003 is reproduced at the [appendix](#).

5 Donations to the Trust are welcomed. Enquiries about the Trust and any nominations for benefit or other information relevant to the Trust should be forwarded to the Trustees via the Secretary to the Trustees, J D C Conning, FOD RU (Staffing), Room 1019, Daniel House, Bootle, tel: VPN 523 4582.

CANCELLATION OF INSTRUCTION

6 OC 74/4 – cancel and destroy.

Date first issued: 19 April 2002
(220/FOD/1020/2002)

STATEMENT OF ACCOUNT

Name of Charity	THE S.H. MAKEPEACE MEMORIAL FUND which uses a working name The Bellhouse and Makepeace Trust
Place	Bootle
County	Merseyside
Charity Commission Ref No	211532

STATEMENT OF ACCOUNT FOR YEAR ENDING: 31st December 2003

PARTICULARS OF TRUSTEES as end of financial year

Name	Address	Occupation
Mrs S M Caldwell	Room 1006 Daniel House Trinity Road Bootle Merseyside L20 3TW	Senior Civil Servant (Director of Field Operations)
Mr A J Williams	Room 708 St Peter's House Stanley Precinct Bootle Merseyside L20 3JZ	Senior Civil Servant (Head of Research and Strategy – NSD 4)
Dr P C Davies	Room 437 Magdalen House Stanley Precinct Bootle Merseyside L20 3QZ	Senior Civil Servant (Director of CoSAS)

Section 2 NON CAPITAL RECEIPTS AND PAYMENTS

RECEIPTS	yr ended	prev yr
Interest and dividend from investment (received gross)	£1,884.80	£1972.67
Other receipts from any source	none	none
TOTAL	£1,884.80	£1972.65
PAYMENTS		
For the purposes of the Charity	£2,400	£1,000
For any other purpose	none	none
TOTAL	£2,400	£1,000
Excess of receipts of over payments	none	£972.67
Excess of payments over receipts	£515.20	none

Section 3. CAPITAL RECEIPTS AND PAYMENTS

RECEIPTS		
Proceeds of sale	none	none
Other receipts of capital	none	none
PAYMENTS		
Purchase of investments	none	none
Other payments of capital	none	none
TOTAL	none	none
Excess of receipts over payments	none	none
Excess of payments over receipts	none	none

Section 4. SUMMARY OF RECEIPTS AND PAYMENTS

Reconciling sections 2 and 3 with the Charity's cash and bank balances

	yr ended	prev yr
Cash at bank or in hand at the beginning of year	£1,689.14	£716.47
Excess of receipts over payments for year		
	non	none
	capital	£972.67
	capital	none
Excess of payments over receipts for year		
	non	£515.20
	capital	none
	capital	none
Cash at bank or in hand	£1,173.94	£1689.14

Section 5. MONEY OWING TO OR BY THE CHARITY AT THE END OF YEAR

Money owing to Charity none none
 Money owing to the Charity none none

Section 6. ASSETS OF CHARITY AT THE END OF THE YEAR

A. Land and Building none
 B. Investments
 9313.52 Charinco Common Investment Fund Shares) permanent endowment
 4531.687 Charishare Common Investment Fund Shares) held in the name of the
 1352.14 Charities Official Investment Fund Shares) Charity
 C. Rent charges or similar none
 D. Cash at bank or in hand £1,173.94
 E. Other assets none

Section 7. REPORT OF THE TRUSTEES

The Trustees made awards at Christmas in the usual manner.

Signed by Trustees on behalf of the Date

Section 8. TRUSTEES CERTIFICATE

I declare that the forgoing Statement of Account is correct.

Signed A J Williams Date 28/1/04

This statement of account is forwarded by:

Name J D C Conning
 Secretary to the Trustees
 Address Room 1019
 Daniel House
 Trinity Road Bootle
 L20 3TW

Telephone 0151 951 4582

BACKGROUND INFORMATION TO THE ACCOUNTS 2003

INCOME

INVESTMENT					TOTAL
DIVIDEND FEB/MARCH	DIVIDEND MAY/JUNE	DIVIDEND AUG/SEPT	DIVIDEND NOV/DEC		

COIF	120.34	102.76	108.17	108.17	439.44
Charishare	58.91	117.82	122.36	212.99	512.08
Charinco	232.84	232.84	232.84	232.84	931.36
TOTAL	412.09	453.42	463.37	554	1882.88

In addition, the bank paid interest on the current account amounting to £1.92 during the year.

EXPENDITURE DURING 2003

Awards to Beneficiaries of £1,000 and £700 (x2) £2,400

ASSETS

9,313.52	Charinco Common Investment Fund shares	value	£17,155.50
4,531.687	Charishare Common Investment Fund shares	value	£14,469.68
1,352.14	Charities Official Investment Fund shares	value	£11,395.16

Total Value, December 2003 £43,020.34 approximately

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