

## FINANCIAL PLANNING FOR TRUSTEES

### ABOUT US

Paul Murray Investments offers independent financial planning and investment advice, and works diligently to ensure that trustees have the peace of mind that their trusts financial affairs are in order. Specialising in advising trustees, our business philosophy is simple and to the point: deal face-to-face with people, build long term relationships and ignore investing in fashions.



**Paul Murray | Financial Planner & Stockbroker**

With over 20 years experience as a financial adviser. Paul's business philosophy is simple and to the point. Deal face to face with clients, build long-term relationships and ignore investing in fashions.



**Lisa Murray | Company Secretary**

Lisa is married to Paul and shares his enthusiasm for growing the business. She is involved in decision making at board level, takes a keen interest in staff welfare and is an excellent motivator, encouraging us to reach our goals.



**David Raybould | Head of Referrals & Partnerships**

David has been working with PMI since 2010, originally as Business Manager. His mission is to develop collaborative relationships with other local professionals, whilst adding value to existing clients and developing new ones.



**Philip Reed | Paraplanner**

Philip is our Paraplanner and works closely with Paul to achieve the best planning outcomes for our clients. Philip takes a keen interest in cycling and enjoys the new commute to Southsea having recently moved into the area.



**Beverley Mason | Office Administrator**

Beverley is your first point of contact at Paul Murray Investments. She provides a warm welcome and offers administrative and clerical support to the team ensuring the smooth and efficient running of our office.

### WE OFFER A RANGE OF SERVICES

- **An initial meeting at no cost**
- **A review of key documentation - Investment Policy Statements - for compliance**
- **A review of financial objectives - income, capital preservation or projects - with a full report for due diligence records**
- **Independent expert review of your existing investments and investment managers**
- **Fully documented due diligence process for reviewing and selecting investment managers**
- **Ongoing investment performance monitoring with review meetings and written reports at agreed upon intervals**
- **Cash flow analysis and forecasting**
- **Trustee training on understanding investments**

### WHAT OUR CLIENTS SAY ABOUT US

*"The relationship is very friendly and open and the amount of information we receive fills us with confidence. Paul Murray offers a service that takes a lot of our workload out of our hands. So I would recommend anyone in a similar position to do the same!"*

Steve Southwell, Treasurer, Havant & East Hants Mind

*"We got what we wanted, we got the investments we wanted and we got the returns we expected and its all been done in a very efficient manner."*

Colin Davey, Treasurer, Gosport and Fareham Inshore Rescue Service

### FOR YOUR TRUSTEE ENQUIRIES

108 Marmion Road  
Southsea  
Portsmouth  
PO5 2BB  
**023 9229 5300**

**admin@paulmurrayinvestments.co.uk**  
**www.paulmurrayinvestments.co.uk**



## **FINANCIAL PLANNING FOR TRUSTEES**

### **THE TRUSTEES NETWORK**



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## FINANCIAL PLANNING FOR TRUSTEES WHO ARE OUR CLIENTS

- Trustees from various sectors
- Located in Hampshire and West Sussex
- £100,000 to £5M investable assets

### COMMON CHALLENGES

- Trust
- Risk Management
- Charges
- Strategy for the future
- Sustainability
- Making an impact

*Triennial investment reviews form part of trustee obligations. With independent analysis, this provides clarity on the trust's investments.*

### KEY CONSIDERATIONS

- Are you confident in the investment policy statement and objectives of the trust?
- Do the trustees agree on the balance between investment risk and return?
- Are the trustees aware of the impact of environmental, social and governance factors?
- Do you know the charges you pay on your investments?
- Do you know what the total return on your investments was over the last year?
- Do you know how your investment performance correlates with the trust's financial goals?
- Are you aware of the charges that you have paid for investment services?

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Hampshire  
Chamber of  
Commerce  
Member



# FINANCIAL PLANNING FOR TRUSTEES

## OUR PROCESS

### 1. Initial meeting: at no cost and with no obligation to trustees

- Review the financial planning objectives and investment policy statement
- Discuss the range of services we offer
- Explain the fact-find document - the information we collect and why we collect it
- Opportunity for the trustees to ask any questions

### 2. Fact find document

- We ask the trustees to complete the fact-find document so that we can collate the unique circumstances and needs.

### 3. Secondary meeting

- Answer any questions the trustees have from the first meeting
- Review and clarify the information provided in the fact-find document
- Determine current and future financial needs
- Assess trustees investment risk
- Assess the trustees capacity for loss
- Review existing documentation
- Review Statutory regulations
- Investment Policy Statements - ethical constraints, etc.
- Determine how much the Trust could afford to invest
- Review range of services & fees
- Initial advisory service - recommendation & implementation (fixed-fee service with no hidden costs)
- Ongoing guidance - bespoke (% fee depending on services rendered)

### 4. Letter of Engagement & Trustee Agreement

We will discuss the details of our ongoing relationship. We will layout the background, scope of work, objectives, fees and next steps. So the trustees are clear what we are going to do, how much it will cost and the ongoing service we will provide.

### 5. Formal recommendation: we will submit a formal recommendation to the trustees in writing focusing on...

- **Who** they should invest with - we are independent and look at the whole of a market; we receive no commission and therefore are unbiased in our recommendations, ensuring we recommend to you the most suitable provider for your needs
- **What** assets/funds they should invest in - we provide specific fund details/ethical constraints
- **When** and how often to draw income and the length of the investment timeline
- **Where** their investments will be based - UK/Offshore.
- **Where** they can get more information about investment performance
- **Why** we made this recommendation - our internal process of taking the information the client provided and developing a personalised recommendation
- **How** much this is going to cost - fixed fee agreement, ongoing service proposition

### 6. Third meeting

This meeting is to discuss our recommendations and answer any questions the trustees may have to ensure they have peace of mind before implementing the recommended plan.

### 7. Implementation

We will action the plan and provide the client with the necessary information so that they can monitor their investment's performance.

### 8. Ongoing service

This part of the process - both the range of services we continue to provide and the interval at which we provide them - is bespoke to the Trust and is based on our discussions from the second meeting and agreed upon in the client agreement.

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**SOLLA**  
Society of Later  
Life Advisers



**FSP** Financial Skills  
Partnership  
FSP  
Endorsed Later Life Adviser



**Hampshire**  
Chamber of  
Commerce  
Member



# FINANCIAL PLANNING FOR TRUSTEES

## DUE DILIGENCE STATEMENT

- **Independence**

Paul Murray Investments is an independent financial advisory firm, offering impartial advice, free of the potential conflicts of interest to which firms offering only “restricted” advice may be subject. The Law Society recommends that solicitors should only refer their clients to independent financial advisers.

- **About Paul Murray Investments**

Paul Murray Investments was founded in 2009 with clients across the Hampshire region, offering independent financial planning and investment advice, and works diligently to ensure that all our clients have the peace of mind that their financial affairs are in order. Specialising in advising trustees, our business philosophy is simple and to the point: deal face-to-face with people, build long term relationships and ignore investing in fashions.

- **Quality standards**

Paul Murray Investments works diligently to ensure first class service. This includes clear communication at every step of the process. We take our responsibility to clients very seriously. It is the main focus of everything we do.

- **The scope of our expertise**

The firm’s Managing Director and majority shareholder Paul Murray (Dip PFS) is a Financial Planner and Stockbroker. He has been a member of Society of Later Life Advisers (SOLLA) for 6 years and Paul Murray Investments is known as a centre of excellence locally, with regards to financial matters. Specialises in; Trusts and Estate planning; Long Term Care planning, Retirement Solutions.

- **Working with professional connections**

Paul Murray Investments has a long history of working with solicitors and accountants. Paul Murray complements the advice of our professional connections, thus providing the client with an holistic service, as advocated by the Solicitors Regulation Authority, and assisting our professional partners to maintain on-going client relationships.

- **Disciplinary record**

Paul Murray Investments is authorised and regulated by the Financial Conduct Authority. The firm has not received any complaints or been subject to any disciplinary action. Paul has been in the financial industry for over 20 years and has not been subject to any complaints or disciplinary action by the regulator.