

**BURFORD CHARITIES**

**THE BURFORD ALMSHOUSE CHARITY**

**Report and Financial Statements**

**Year ended 31 December 2024**

**Charity no: 1036380**

**THE BURFORD ALMSHOUSE CHARITY  
REPORT OF THE TRUSTEES**

**31 DECEMBER 2024**

**TRUSTEES**

**EX OFFICIO**

The Reverend Tom Putt

**NOMINATIVE TRUSTEES (Town Council)**

Mrs J Tunnell-Westmacott  
Mr D. Cohen

**CO-OPTED TRUSTEES**

Mr N Street  
Mrs P Barraclough  
Mr D P Griffin FCA (Chairman )  
Mr J Harrington  
Susan Doris  
Mr C G Williams  
Mr D Lawton (Treasurer)  
Mrs Karen Gadd

**HONORARY SECRETARY**

Mrs A Youngson  
Whitehill Farm  
Burford  
Oxon, OX18 4DT

**BANKERS**

TSB Bank plc, 4, Sheep Street, Burford, Oxon, OX18 4LN

**INDEPENDENT EXAMINER**

B L Connolly ACA  
Arubus Chartered Accountants  
The Old Smithy, Stockton's Courtyard  
Overbury  
Gloucestershire  
GL20 7NT

**THE BURFORD ALMSHOUSE CHARITY**  
**REPORT OF THE TRUSTEES (CONTINUED)**

**31 DECEMBER 2024**

The trustees present their Annual Report and a Receipts and Payments Account for the year ended 31 December 2024

**Charitable Status**

The Burford Almshouse Charity, is administered under a trust deed (Charity Commission reference 238,130 A/2) dated 20 February 1992.

**Principal Activity**

The main activity of the charity is in Burford with an area of benefit within a seven mile radius of the Tolsey in Burford. The Burford Almshouse Charity has 19 almshouses which are allocated to local residents with limited income.

**Principal Address**

The principal address is:

Whitehill Farm  
Burford  
Oxon  
OX18 4DT

Tel: 01993-822894

**Trustees**

In accordance with the scheme approved by the Charity Commissioners, nominated trustees appointed by the Burford Town Council, serve for a term of four years. Co-opted trustees are appointed for a term of five years by a resolution of the trustees passed at a special meeting of the Trustees. When vacancies arise, local persons are invited by the trustees to become co-opted trustees. New trustees are briefed before their appointment is confirmed.

**Meetings**

The trustees held four ordinary meetings during the year.

**Investment powers**

The trustees have no special investment powers. Accordingly, investments are confined to narrower-range securities and common investment schemes. Cash surplus to immediate requirements is invested in the COIF Charities Deposit Fund.

**Consideration and mitigation of risks**

Physical damage to property or injury to residents or members of the public which is addressed by adequate public liability and fire insurance policies as well as installing fire detection and alarm mechanisms. Unforeseen property repairs which are covered by allocation to the Extraordinary Repairs Fund (ERF) and the Cyclical Repairs Fund (CMF). Diminution in the value of investments which is addressed by spreading the risk via investment in common investment funds.

**Objectives and summary of main activities**

The Burford Almshouse Charity continued to be administered in accordance with the Charity Commission Scheme dated 20<sup>th</sup> February, 1992, as amended.

The trustees aim to provide accommodation to modern standards for persons residing in the area of benefit who have limited means. When vacancies arise, preference is given to suitable applicants over 55. The charity has 19 almshouses of which 10 are Grade II Listed Buildings.

The Charity does not employ any staff and the almshouses were administered by the trustees who do not charge for their services.

The trustees have had regard to the guidance issued by the Charity Commission on public benefit.

**Achievements and performance**

As at 31 December 2024 there were no vacant almshouses.

In April 2017, an independent quinquennial review of all the Almshouses was conducted. This was to ensure that the integrity of the structure and fabric of the properties remain fit for purpose. It has also informed the Trustees of any shortcomings and problems with the premises/buildings to be addressed in the ongoing maintenance program. The cost of this review was funded from the Cyclical Maintenance Fund. Additionally during 2021 a full electrical inspection was carried out in all properties including personal appliances and was funded out of CMF funds.

In July 2024 the Charity purchased number 13 Windrush, Burford and after minor repairs let the property to Burford residents. The funds for the purchase (£350,000) were provided by The Relief In Need Charity, which transfer was agreed by the Charity Commission. A total of £304,184 has so far been spent on acquisition, including legal fees, with a further £9,631 spent on repairs. It is anticipated at least a further £25,000 will be spent in 2025 on roof replacement and further repairs. The remaining funds will be held pending further updates in 2025.

During 2024, the major items of expenditure were internal renovations including double glazing, electrical upgrades, plumbing and carpeting totalling slightly in excess of £30,000. Costs for heating oil and insurance continue to rise with costs for the year of £4,391 and £4,777 respectively. The charity have also instructed contractors to replace an oil tank and boiler servicing two of our apartments. This work was delayed until spring 2025.

The Charity made an overall surplus for the year of £55,199 assisted by increased investment revenue. We are currently progressing a property review to provide an overview of future essential works. This review is expected to cost in excess of £6,000

**THE BURFORD ALMSHOUSE CHARITY  
REPORT OF THE TRUSTEES (CONTINUED)**

**31 DECEMBER 2024**

**Financial Review**

After transfers to the Cyclical Maintenance Fund (CMF) and Extraordinary Repairs Fund (ERF) the Unrestricted Fund of the Burford Almshouse Charity showed a surplus of £44,107 for the year to 31 December 2024. Monies were expended from the CMF in the amount of £24,164 mainly in respect of external refurbishment of the premises at Price's prior to a new tenancy agreement.

As at 31 December 2024, the market value of investments was £480,437 compared £449,866 as at 31 December 2023.

With £359,860 held in the ERF, sufficient monies have been set aside for major repairs that may be required in the future.

The Charity's policy on reserves is to continue to set aside sums for the ERF and CMF and to retain the accumulated surplus on the Unrestricted Fund to meet any unforeseen expenditure that might be needed in the future. The value of the Endowment Fund is only £96,836

**Plans for Future Periods**

The trustees will continue to refurbish and update the almshouses as and when necessary.

**Statement of trustees' responsibilities**

Charity Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charities and of the surplus or deficit of the charities for that period. In preparing those statements, the trustees are required to:

- . select suitable accounting policies and then apply them consistently;
- . make judgements and estimates that are reasonable and prudent;
- . state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements, and;
- . prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charities will continue in operational existence.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charities and to enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charity (Accounts and Reports) Regulations 2008.

They are also responsible for safeguarding the assets of the charities and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**THE BURFORD ALMSHOUSE CHARITY  
REPORT OF THE TRUSTEES (CONTINUED)**

**31 DECEMBER 2024**

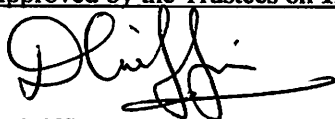
**Professional advisers and relevant organisations**

Details of professional advisers and other relevant organisations are provided at the front of these accounts.

**Independent Examiner**

Mrs B L Connolly was appointed as the charity's independent examiner in 2014. The trustees intend to invite Mrs B L Connolly to undertake the independent examination of the trusts for the financial year to 31 December 2025.

Approved by the Trustees on 12<sup>th</sup> March 2025 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'D Griffin', with a long horizontal flourish extending to the right.

D Griffin  
Chairman of the Trustees



Charity Name The Burfords Almshouse charity				CC16a
Receipts and payments accounts				
For the period from	Period start date 01-Jan-24	To	31-Dec-24	



	Unrestricted fund	ERF Restricted fund	CMF Restricted fund	Endowment fund	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £

#### A1 Receipts

Weekly contributions	58,678	-	-	-	58,678	52,911
Donations/Grants	-	-	-	-	-	-
Heating Charges	-	-	-	-	-	450
Council Tax ( residents)	-	-	-	-	-	-
Investment income	6,777	1,939	2,183	-	10,899	6,803
Wayleaves	38	-	-	-	38	55
Bank interest	104	-	-	-	104	2,776
TFR from RIN for property purchase	350,000	-	-	-	350,000	-
<b>Sub total (Gross income for AR)</b>	<b>415,597</b>	<b>1,939</b>	<b>2,183</b>	<b>-</b>	<b>419,719</b>	<b>62,995</b>

#### A2 Asset and investment sales, (see table).

	-	-	-	-	-	-
<b>Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

<b>Total receipts</b>	<b>415,597</b>	<b>1,939</b>	<b>2,183</b>	<b>-</b>	<b>419,719</b>	<b>62,995</b>
-----------------------	----------------	--------------	--------------	----------	----------------	---------------

#### A3 Payments

Property repairs	39,862	-	-	-	39,862	39,652
Garden maintenance	524	-	-	-	524	508
Fire precautions	2,272	-	-	-	2,272	2,882
Heating oil	4,391	-	-	-	4,391	5,090
Legal Expenses	-	-	-	-	-	-
Software	-	-	-	-	-	282
Electricity landlord	1,600	-	-	-	1,600	957
Council tax ( residents)	-	-	-	-	-	-
Water rates	3,036	-	-	-	3,036	3,108
Room rent	128	-	-	-	128	-
Insurance	4,777	-	-	-	4,777	3,668
Subscriptions	202	-	-	-	202	790
Secretarial services/ Training	-	-	-	-	-	95
Independent examination fees	954	-	-	-	954	1,116
Printing and stationery	173	-	-	-	173	257
Property Management fees	2,416	-	-	-	2,416	1,727
<b>Sub total</b>	<b>60,336</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>60,336</b>	<b>60,132</b>

#### A4 Asset and investment purchases. (see table)

<b>Freehold Property</b>						
13 Windrush	304,184	-	-	-	304,184	-
<b>Sub total</b>	<b>304,184</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>304,184</b>	<b>-</b>

<b>Total payments</b>	<b>364,520</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>364,520</b>	<b>60,132</b>
-----------------------	----------------	----------	----------	----------	----------------	---------------

<b>Net of receipts/(payments)</b>	<b>51,077</b>	<b>1,939</b>	<b>2,183</b>	<b>-</b>	<b>55,199</b>	<b>2,863</b>
-----------------------------------	---------------	--------------	--------------	----------	---------------	--------------

<b>A5 Transfers between funds</b>	<b>-</b>	<b>6,970</b>	<b>11,821</b>	<b>-</b>	<b>4,851</b>	<b>-</b>
-----------------------------------	----------	--------------	---------------	----------	--------------	----------

<b>A6 Cash funds last year end</b>	<b>80,455</b>	<b>37,395</b>	<b>42,596</b>	<b>-</b>	<b>160,446</b>	<b>157,583</b>
------------------------------------	---------------	---------------	---------------	----------	----------------	----------------

<b>Cash funds this year end</b>	<b>124,562</b>	<b>51,155</b>	<b>39,928</b>	<b>-</b>	<b>215,645</b>	<b>160,446</b>
---------------------------------	----------------	---------------	---------------	----------	----------------	----------------

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	TSB	54,155	-	
	COIF Deposit Funds col 1 (2) col 2 ( 3 4)	59,789	91,084	-
	NS&I	-	10,617	-
	<b>Total cash funds</b>	<b>113,944</b>	<b>101,701</b>	

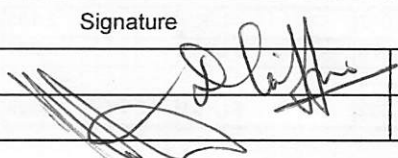
	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	NAACIF income shares	Endowment	41,780	78,918
	Charishare Common Investment Fund	Endowment	6,113	17,918
	NAACIF accumulation units	ERF	96,186	359,860
	NAACIF income shares UFE	Unrestricted Fund	20,000	23,741
				480,437

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Freehold property (18 Almshouses)		871,840	-
	Windrush addition 2024		304,184	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	D P Griffin	
	D Lawton	



# Independent examiner's report on the accounts

Report to the trustees/ members of The Burford Almshouse Charity

On accounts for the year ended 31 December 2024

Charity no 1036380

## Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

## Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

## Independent examiner's statement

In connection with my examination, no matter has come to my attention

1. which gives me reasonable cause to believe that in, any material respect, the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:  B Connolly

Date: 25/3/25

Name: Mrs Bonnie Connolly

Relevant professional qualification(s) or body (if any): ACA

Address: Arubus Chartered Accountants  
The Old Smithy, Stockton's Courtyard, Overbury, Gloucestershire, GL20 7NT