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Charity registration number 1058375

**THE HAWTHORNE MEADOW TRUST**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2022**



**Caladine**

Chartered Certified Accountants

# **THE HAWTHORNE MEADOW TRUST**

## **LEGAL AND ADMINISTRATIVE INFORMATION**

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**Trustees**

Mr D G Southgate  
Mrs M Hammond  
Mr D W E G Hammond  
Mrs R Southgate  
Mrs J E D'Lima

**Charity number**

1058375

**Principal address**

c/o David Hammond  
7 Louis Close  
Old Catton  
Norwich  
NR6 7BG

**Independent examiner**

John Caladine FCCA CTA FCIE  
Caladine Limited  
Chantry House  
22 Upperton Road  
Eastbourne  
East Sussex  
BN21 1BF

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# **THE HAWTHORNE MEADOW TRUST**

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# **THE HAWTHORNE MEADOW TRUST**

## **TRUSTEES' REPORT**

### **FOR THE YEAR ENDED 31 DECEMBER 2022**

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The trustees present their annual report and financial statements for the year ended 31 December 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Trust deed, the Charities Act 2011 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019).

#### **Objectives and activities**

The objects of the charity are as follows:

- to relieve persons who are in need by reason of financial hardship, ill health, unemployment or such other economic or social disadvantage in particular, but not limited to, those who are regular attenders at Meadow Way Chapel, Chapel Court, Hellesdon, Norwich or are associated with such Chapel and in particular, but not so as to limit the generality of the foregoing, to provide residential accommodation for those who are in charitable need because of their age, infirmity, disability or otherwise on terms appropriate to their means;
- Such other charitable purposes in particular, but not so as to limit the generality of the foregoing:
  - to further the religious and other charitable work of Meadow Way Chapel, Chapel Court, Hellesdon, Norwich;
  - the relief of poverty, ill-health, unemployment or such other economic or social disadvantage; and
  - for the advancement of education

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake, in particular the Charity Commission guidance on public benefit.

#### **Achievements and performance**

The past 12 months has seen the Coronavirus pandemic ease somewhat. However, we sadly remember friends and family that have been impacted by the pandemic whilst, at the same time, praising God for the lives of those who passed on.

One major change, which occurred in May, was that Meadow Way Chapel was taken over by Gateway Vineyard Church which coincided with the resignation of the Meadow Way Chapel Community Worker. Encouragingly, the Trustees of the new church immediately indicated their interest, having noted that the Meadow Way Community Worker had played a major role with their work amongst the elderly of the local community. Both sets of Trustees agreed that the vacancy should be filled as soon as possible. Continuing with our ZOOM meetings, Hawthorne Meadow Trust trustees also noted the wider role of Gateway Vineyard Church and were keen that the 'local' support for the elderly continued. The Gateway Vineyard Trustees confirmed that support for this local work would continue.

The remainder of the year saw communication between the two sets of Trustees with, firstly, agreeing a new Job Description for the new Community Worker, now known as the Older People Community Worker. Having agreed the new Job Description, the role was advertised towards the end of the year, and the Trust awaits the outcome. The aim is that the new Community Worker's role is to commence in the early part of 2023. Both sets of Trustees are praying for the right person to fill the role.

Whilst the Community Worker's role formed part of the Trustees work during 2022, our Pinewoods project was also moving forward. Currently, our solicitors are endeavouring to put in place a 'tendering' process whereby the Trustees are able to approach local builders to quote to build our 5 bungalows, suitable for the occupation by the elderly. Included in our project will be a Day Room for use of our tenants.

The Trustees continue to pray for new Trustees who must have a heart in supporting our work amongst the elderly of the local community. Appointing a new solicitor remains outstanding. It is our prayer that this fresh start will bring new Trustees so as to continue the essential and valuable work with the elderly.

The Trustees continue to praise God for the guidance and encouragement we have received to date none more than that of receiving a further legacy as proof that we are on the right path.

# THE HAWTHORNE MEADOW TRUST

## TRUSTEES' REPORT (CONTINUED)

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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### Financial review

The result for the year was a surplus on the general unrestricted fund of £418,244 (2021 deficit: £19,068) . General unrestricted reserves ended the year at £1,729,186 (2021: £1,310,942).

Income was boosted in the year by the receipt of a legacy of £441,315, which has enabled work to commence on the planned development for the land owned at Hawthorne Road. This development will fulfil the Trusts' primary purpose of providing accommodation for elderly people in need.

### Reserves Policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

Current high levels of unrestricted reserves are due to the receipt of substantial legacies which will enable the long planned for development of land owned by the charity to fulfil its primary purpose of providing accommodation for elderly people in need.

### Structure, governance and management

The charity is an unincorporated charity (registered number 1058375) governed by a Declaration of Trust dated 6th August 1996.

The trustees who served during the year and up to the date of signature of the financial statements were:

Mr D G Southgate  
Mrs M Hammond  
Mr D W E G Hammond  
Mrs R Southgate  
Mrs J E D'Lima

New trustees are appointed by the existing trustees by virtue of their personal or professional qualifications to make a contribution to the pursuit of the objects of the management or the Charity.

The Trustees' report was approved by the Board of Trustees.



Mr D W E G Hammond  
Trustee

Date: 11 October 2023

# **THE HAWTHORNE MEADOW TRUST**

## **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

**FOR THE YEAR ENDED 31 DECEMBER 2022**

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The trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- 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 the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# THE HAWTHORNE MEADOW TRUST

## INDEPENDENT EXAMINER'S REPORT

### TO THE TRUSTEES OF THE HAWTHORNE MEADOW TRUST

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I report to the trustees on my examination of the financial statements of The Hawthorne Meadow Trust (the charity) for the year ended 31 December 2022.

#### **Responsibilities and basis of report**

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent examiner's statement**

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Association of Chartered Certified Accountants, which is one of the listed bodies.

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

**John Caladine FCCA CTA FCIE**

Caladine Limited  
Chantry House  
22 Upperton Road  
Eastbourne  
East Sussex  
BN21 1BF

Dated: 11.10.23.

# THE HAWTHORNE MEADOW TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

**FOR THE YEAR ENDED 31 DECEMBER 2022**

		Unrestricted funds 2022 £	Unrestricted funds 2021 £
	Notes		
<b><u>Income from:</u></b>			
Donations and legacies	2	441,315	8,000
Investments	3	5,394	100
Other income	4	305	24
<b>Total income</b>		<b>447,014</b>	<b>8,124</b>
<b><u>Expenditure on:</u></b>			
Charitable activities	5	28,770	27,192
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>418,244</b>	<b>(19,068)</b>
Fund balances at 1 January 2022		1,310,942	1,330,010
<b>Fund balances at 31 December 2022</b>		<b>1,729,186</b>	<b>1,310,942</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.



# THE HAWTHORNE MEADOW TRUST

## STATEMENT OF FINANCIAL POSITION

AS AT 31 DECEMBER 2022

	Notes	2022 £	£	2021 £	£
<b>Fixed assets</b>					
Property, plant and equipment	10		295,000		295,000
<b>Current assets</b>					
Cash at bank and in hand		1,435,626		1,016,252	
<b>Current liabilities</b>	11	(1,440)		(310)	
Net current assets			1,434,186		1,015,942
<b>Total assets less current liabilities</b>			1,729,186		1,310,942
<b>Income funds</b>					
Unrestricted funds - general			1,729,186		1,310,942
			1,729,186		1,310,942

The financial statements were approved by the Trustees on 11 October 2023



Mr D W E G Hammond  
Trustee

# THE HAWTHORNE MEADOW TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies

#### Charity information

The Hawthorne Meadow Trust is an unincorporated charity governed by a Declaration of Trust dated 6th August 1996.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's governing document, the Charities Act 2011, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)" (effective 1 January 2019). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, [modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value]. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

# THE HAWTHORNE MEADOW TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

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### 1 Accounting policies (Continued)

#### 1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement, and the amount of the obligation can be measured reliably.

Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

#### 1.6 Property, plant and equipment

Property, plant and equipment are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following basis:

Freehold land and buildings	not depreciated
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These are not depreciated as the land & buildings are to be developed as set out in the Trustees' Report.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

#### 1.7 Impairment of non-current assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### *Basic financial assets*

Basic financial assets, which include trade and other receivables and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# THE HAWTHORNE MEADOW TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 1 Accounting policies (Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including trade and other payables and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

### 1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

### 2 Donations and legacies

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Legacies receivable	441,315	8,000

### 3 Investments

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Interest receivable	5,394	100

# THE HAWTHORNE MEADOW TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2022

### 4 Other income

	Unrestricted funds general 2022 £	Unrestricted funds general 2021 £
Other income	305	24

### 5 Charitable activities

	Charitable Expenditure 2021 £	Charitable Expenditure 2021 £
	2022 £	2021 £
Community Worker Support	785	5,369
Property Insurance	1,248	1,182
Property Expenses	4,326	19,340
Professional fees	20,822	830
Stationery	-	33
Bank Charges	149	128
	27,330	26,882
Share of governance costs (see note 6)	1,440	310
	28,770	27,192

### 6 Support costs

	Support costs £	Governance costs £	2022 £	2021 £
Accountancy & Independent Examination	-	1,440	1,440	310
	-	1,440	1,440	310
<u>Analysed between</u>				
Charitable activities	-	1,440	1,440	310

# THE HAWTHORNE MEADOW TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2022

### 7 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

### 8 Employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

### 9 Taxation

The charity is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

### 10 Property, plant and equipment

	Freehold land and buildings £
<b>Cost</b>	
At 1 January 2022	295,000
At 31 December 2022	295,000
<b>Carrying amount</b>	
At 31 December 2022	295,000
At 31 December 2021	295,000

The Land & Buildings relate to plots of land at the rear of 94, 96 and 98 Hawthorn Avenue, Norwich, together with land and buildings at 100 Hawthorn Avenue, Norwich.

### 11 Current liabilities

	2022 £	2021 £
Accruals and deferred income	1,440	310

### 12 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).