



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1	January	2022		31 <sup>st</sup>	December	2022

## Section A Reference and administration details

Charity name

Thetford Municipal & United Almshouse Charity

Other names charity is known by

Registered charity number (if any) 1059877

Charity's principal address

2 Primrose Close

Thetford

Norfolk

Postcode

IP24 2XD

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mrs S Armes			
2	Mr G C Bass	Clerk		
3	Mrs B Canham			Thetford Town Council
4	Mr D Crawford			Thetford Town Council
5	Mrs J James	Treasurer		
6	Mr T J Lamb			
7	Mrs P Pearson			
8	Mr M Spencer	Vice Chairman		
9	Mrs P Spencer	Chairman		
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Trust
Trustee selection methods (eg. appointed by, elected by)	Two appointed by Thetford Town Council Co-opted Trustees appointed from suitable local people

### Additional governance issues (Optional information)

<p>You <b>may choose</b> to include additional information, where relevant, about:</p> <ul style="list-style-type: none"><li>• policies and procedures adopted for the induction and training of trustees;</li><li>• the charity's organisational structure and any wider network with which the charity works;</li><li>• relationship with any related parties;</li><li>• trustees' consideration of major risks and the system and procedures to manage them.</li></ul>	<p>The Almshouse Charity is administered by Thetford Municipal &amp; United Charities with the same Trustees as two other local charities: Sir Joseph Williamson Charity for the Poor No 208265 Charity of Sir Joseph Williamson for Apprenticing 311108</p> <p>The main risks would be the inability of finding a resident for a vacant property. Additionally there is adequate Insurance against Fire etc.</p>
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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

Provision and maintenance of almshouses for elderly/old people, and the welfare of the residents

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

Only public benefit is to provide pleasant cottages for elderly local people.  
Keeping the almshouses in good repair and ensuring the facilities of the properties are kept up to date.  
The trustees always try to follow the guidance of the Charity Commission and The Almshouse Association.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

All trustees are volunteers and make a considerable contribution the work and welfare of the almshouse residents

**Summary of the main achievements of the charity during the year**

Maintaining contact with the residents and ensuring properties are well maintained.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The charities have considerable reserves which invested by a firm recommended by The Almshouse Association.

### Details of any funds materially in deficit

No funds are in deficit

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

The resident pay a monthly maintenance charge which is regularly reviewed.

Expenditure has only been spent on maintenance of almshouses, water and sewerage, Television licences.

Investments are divided between deposit accounts, income investments and accumulation units.

## Section F

## Other optional information

## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Full name(s)

Position (eg Secretary, Chair, etc)

Date

# THETFORD MUNICIPAL & UNITED ALMSHOUSE CHARITY (1059877)

Statement of receipts and Payments for the year 1<sup>st</sup> January, 2023 to 31st December, 2023

		2022		2023
£	£		£	£
<b>RECEIPTS</b>				
<b>Housing charges</b>				
17,950.00		Weekly maintenance charges		17,475.00
5,568.59	23,518.59	Housing Benefit		5,624.84
<b>Investment Income</b>				
24.28		COIF Deposit Account		107.43
2,456.12	2,480.40	COIF Income dividends		2,465.62
	<u>25,998.99</u>			<u>25,672.89</u>
<b>PAYMENTS</b>				
<b>Administration</b>				
500.00		Subs to Almshouse Association		383.00
		T.V. Licencing		60.00
		Council Tax on empty properties		
1,276.72		Insurances		1,250.51
		Publications & advertising		72.00
22.75		Other misc		
.00	1,799.47	Postage		
<b>Buildings</b>				
33,844.80		Major repairs		13,082.93
7,130.13	40,974.93	Routine repairs & maintenance		6,392.40
<b>Other charges</b>				
1,455.21		Water & Sewerage charges		1,320.05
264.00		Electricity		873.62
1,280.47	2,999.68	Piper Alarm system		1,549.72
	<u>45,774.08</u>	<b>TOTAL PAYMENTS</b>		<u>24,984.23</u>
-19,775.09		Surplus/Deficit for year	688.66	
42,744.29		Balance brought forward 01/01/23	22,969.20	
		Trans to COIF Investments		
	<u>22,969.20</u>	<b>Balance Carried forward 31/12/23</b>		<u>23,657.86</u>

To the Trustees of:

**THETFORD MUNICIPAL & UNITED ALMHOUSE CHARITY (1059877)**  
**SIR JOSEPH WILLIAMSON FOR THE POOR (208265)**  
**SIR JOHN WILLIAMSON FOR APPRENTICING (311108)**

I report to the trustees on my examination of the accounts of the above-listed Charities for the year ended 31 December 2023.

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


As the Charity Trustees of the above-listed Charities you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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

I have completed my examination. I confirm that no material 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records.

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 accounts to be reached.

Signed: 

Name: Alan Yorke  
B Compt (Hons)

22 The Street  
Bridgham  
Norfolk  
NR16 2RY

18<sup>th</sup> February 2025