

THE MANOR TRUST BEDHAMPTON

England & Wales · Charity number 1116034

Details

Status Registered

Legal form Charitable company

Company number [05480101](#)

Registered 2006-09-06

Register [View on the Charity Commission register](#)

Contact

Address The Elms
2 Lower Road
Old Bedhampton
Havant
Hampshire
PO9 3LH

Phone 02392484444

Email trust.office@manortrust.org.uk

Website www.manortrust.org.uk

Activities

Objects: (1) TO RELIEVE AGED PEOPLE OF ALL CLASSES(2) FOR THE BENEFIT OF THE COMMUNITY TO PRESERVE LAND AND BUILDINGS OF BEAUTY OR HISTORICAL INTEREST AND TO MAINTAIN AND IMPROVE THE VISUAL AMENITIES OF THE PRESENT ECCLESIASTICAL PARISH OF BEDHAMPTON IN THE COUNTY OF HANTS PARTICULARLY THAT PART THAT COMPRISES THE OLD VILLAGE (WHICH EXPRESSION SHALL BE TAKEN TO MEAN THAT PART OF THE PARISH WHICH LIES TO THE SOUTH OF THE PRESENT MAIN ROAD FROM HAVANT TO WICKHAM)(3) TO PROVIDE OR ASSIST IN THE PROVISION OF FACILITIES IN THE INTERESTS OF SOCIAL WELFARE, FOR THE BENEFIT OF THE INHABITANTS OF BEDHAMPTON AND THE SURROUNDING AREA, FOR RECREATION OR OTHER LEISURE TIME OCCUPATION OF INDIVIDUALS WHO HAVE NEED OF SUCH FACILITIES BY REASON OF THEIR YOUTH, AGE, INFIRMITY OR DISABILITY, FINANCIAL HARDSHIP OR SOCIAL CIRCUMSTANCES WITH THE OBJECT OF IMPROVING THEIR CONDITIONS OF LIFE. (4) TO ADVANCE EDUCATION IN THE COMMUNITY.

Activities: The aims of the trust are to preserve the Trust's historic properties in the Conservation Village of Old Bedhampton in Hampshire; to provide a caring home environment for the elderly in the Trust's properties; and to promote and foster the social ambiance of Bedhampton and its locality and to support education in the

community.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Accommodation/housing, Environment/conservation/heritage
- **Who:** Elderly/old People, Other Defined Groups

Geography

- **Area of benefit:** THE PARISH OF BEDHAMPTON IN THE COUNTY OF HANTS.
- Hampshire
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£744,098	£682,097	£1,352,025	28
2023-12-31	£634,696	£640,324	£1,263,488	27
2022-12-31	£602,492	£570,932	£1,231,367	28
2021-12-31	£525,039	£516,745	£1,250,510	27
2020-12-31	£552,228	£543,637	£1,181,754	27

Trustees

Name	Role	Appointed
Dr Richard Jones		2021-12-10
Peter John Wallbank		2024-01-01
Stephen Kerslake		2024-07-17

THE MANOR TRUST BEDHAMPTON

England & Wales - Charity number 1116034

Accounts

REGISTERED COMPANY NUMBER: 05480101 (England and Wales)
REGISTERED CHARITY NUMBER: 1116034

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024
FOR
THE MANOR TRUST BEDHAMPTON**

THE MANOR TRUST BEDHAMPTON

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FOR THE YEAR ENDED 31 DECEMBER 2024**

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Charity No: 1116034. Registered Company No: 05480101
The Manor Trust Bedhampton (A company limited by guarantee)
Registered Office: The Elms, 2 Lower Road, Bedhampton, Hants, PO9 3LH.

THE MANOR TRUST BEDHAMPTON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2024

The Manor Trust, founded in 1967 by the late Bernard Stanley and the late Cynthia Hoy, is a small local charity operating in the beautiful conservation village of Old Bedhampton in Havant, Hampshire. The origins and the history of the Trust and the surrounding buildings in the village continue to be catalogued and documented by our dedicated volunteers in the Bedhampton Historical Collection (BHC) at The Elms. The Trust's Patron is General the Lord Richards of Herstmonceux.

The Manor Trust is both a charity, registered with the Charity Commission, and a registered company.

Our Annual Report for 2024 presents an overview of the Trust's achievements and activities.

OBJECTIVES AND ACTIVITIES

Objectives and Aims

The **Manor Trust's Objectives** remain as follows:

1. To provide safe and comfortable accommodation in the Trust's properties for the older person and provide quality care for the frail elderly.
2. To preserve, maintain and promote, for the benefit of the public, The Trust's Grade II* listed building known as The Elms and the Waterloo Room, a Regency Banqueting Hall with Tower.
3. To foster and promote the social and historic ambience of Old Bedhampton.
4. To help and encourage education in the community.

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. The Trustees refer to public benefit throughout this report.

The Manor Trust Governing Committee comprises the Trustees, with one Trustee as Chair, the Trust Manager, the Trust Finance Administrator and the Registered Manager of The Lodge. In addition to the AGM, nine meetings of the Governing Committee took place at The Elms during 2024 with some decisions being taken by email.

ACHIEVEMENT AND PERFORMANCE

The Manor Trust's principal activities surround its two owned properties.

The Lodge is the Charity's Care Home, registered to provide residential care for 14 dependent and frail older people. The Lodge offers a safe, homely, and friendly environment where residents are encouraged to be as independent as possible. Residents and visitors enjoy the use of the gardens in warmer weather. The Lodge's staff team of carers are experienced in providing care and support

to those with a range of complex care needs. Digital care plans are created and updated in response to the individual and changing needs of each resident.

Throughout 2024 The Lodge operated at about 92% capacity with only 1 room vacancy at any one time. A waiting list of prospective residents continues to be maintained. Staffing presented Emma Vallender, Registered Manager with some challenges during the year with staffing levels being affected by long term absences and recruitment being delayed due to long waiting times for DBS clearances. Despite these difficulties Emma continued to lead the staff team in delivering a high level of care to all those residing at the Lodge and an on-call allowance was introduced to help recruit and retain senior care staff.

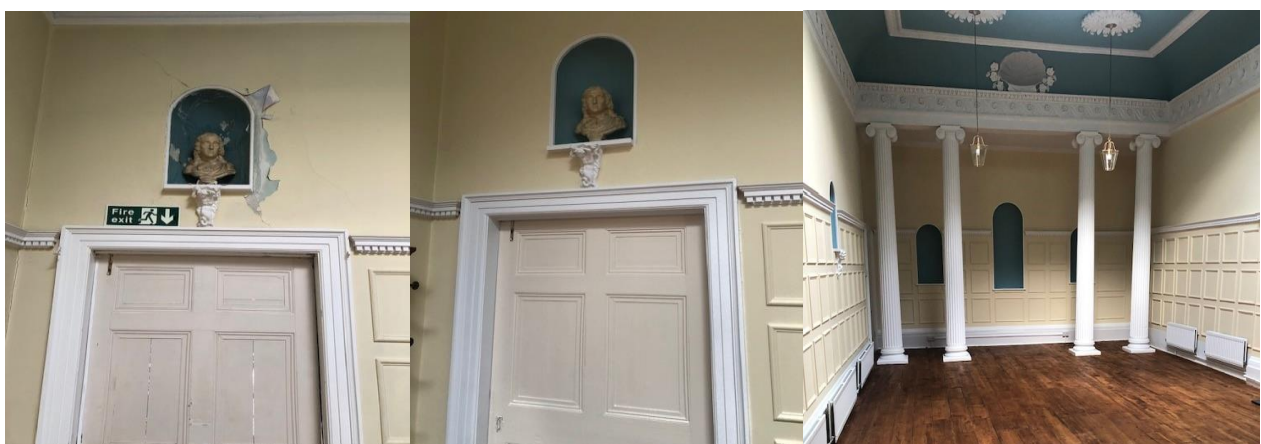
Staff training was updated during the year and various work undertaken to improve the accommodation: the dining room flooring was replaced, carpets were deep cleaned, and some window blinds and soft furnishings renewed. Residents enjoyed a full entertainment and activities programme.



The Elms, located next door to The Lodge in the centre of Bedhampton, is a Grade II* listed building more than 220 years old. As well as hosting the administrative offices of the Trust, it also offers 5 self-contained apartments to residential tenants. They benefit from the use of the well-stocked library, the historic Waterloo Room and the extensive gardens. The Elms apartments were all fully occupied as of February 2024. Residents often volunteer to help with the activities held.

We were pleased to continue the monthly café & library book shop; the weekly lunch club and regular meetings of the Bedhampton Historical Collection all take place in 2024. Some outside hirings took place, including meetings by Havant u3a local history group. These regular occasions all offer an opportunity to members of the local and wider community to make use of the Waterloo Room and enjoy its impressive and historic features.

We are delighted to report that the redecoration of the Waterloo Room was completed in early 2024, work included radiator repairs, attending to some plaster cracks and damage caused by water ingress. The flooring has also been restored, and visitors have commented on the splendid transformation. The Elms still has several additional maintenance and preservation requirements. A programme of repair and redecoration will continue over the coming years which will require the use of already dedicated funds and will be the focus of future fund-raising activities.



In line with last year's action plan the wellbeing of residents was the main priority with regular audits being undertaken by the management team to review levels of performance and effectiveness. Policies and procedures were updated, and additional bank staff were recruited to help maintain staffing levels at The Lodge. Energy usage was closely monitored to help manage the cost increases and more attention was given to the appearance of the gardens at The Elms. The IT systems were improved by the introduction of a centralised document area, improving accessibility and aiding collaborative working amongst the management team.

Volunteers, Supporters and Trustees

We were delighted to hold numerous fund-raising and community activities in 2024. Supporters enjoyed a variety of events throughout the year including a cheese and wine evening, several tabletop sales with crafts, books and clothes, a games evening, a music performance and a selection of afternoon and evening talks.

All our fundraising events are run with the help and support of our ever-enthusiastic group of volunteers and all our volunteers deserve our grateful thanks. These events would not be possible without them.

The Summer Fair held in the Elms Garden in August was well supported and a great success, with many visitors enjoying the cream teas and traditional stalls. The December Christmas Fair was still successful despite Storm Darragh, sadly the lighting of the Elms Christmas tree and carol singing had to be cancelled due to the weather warnings. We hope for better weather next year!



Thanks go to the gardening team for keeping the grounds at The Lodge and The Elms well maintained throughout the year and for helping to produce fresh fruit and vegetables for residents to enjoy. Our thanks also go to The Bedhampton Volunteers for their help with the gardens at The Elms.

The Manor Trust's Annual General Meeting (AGM) was held in June with 21 voting members of the Trust present for an address by the Trust's Chairman, David Hindley. There was formal acceptance of the accounts, annual report, and previous minutes. Trustees Peter Wallbank and Stephen Kerslake were formally appointed as directors of the Trust.

The Manor Trust welcomes expressions of interest from any potential Trustees as it seeks to set a path forward over the next few years. Anyone interested in becoming a Trustee is invited to contact the Trust Manager via paula@manortrust.org.uk or 02392 484444.

Bedhampton Historical Collection (BHC)

The BHC is a significant resource of local history and knowledge. Its collection of local artefacts, documents and pictures is held within a room at The Elms and is managed by a small group of enthusiastic local volunteers. They meet most Wednesday mornings, working on the cataloguing and preservation of the Collection's items. The team helped several people with research requests during the year. The BHC welcomes visitors (by appointment) and are actively involved in local historical events. The September Heritage Open Days were celebrated by hosting two free events, an exhibition and a talk about the Portsmouth and Arundel Navigation Canal that was never completed. A new laptop was purchased for the BHC team and for occasional events use.

The Charity's Policies and Procedures

There are many policies and procedures in place encompassing all aspects of health, safety, safeguarding, security, privacy, finance, data protection, employment, and human rights. Processes are in place for conducting risk assessments and recruitment checks, with all staff and Trustees being vetted through the Disclosure and Barring Service.

Staff

The Trust has 1 full time employee at The Lodge - the Registered Manager - and 26 part-time employees fulfilling a range of roles including care, management, housekeeping and catering. Procedures for staff recruitment, induction, retention, and training are in accordance with current legislation. Mandatory training is provided by qualified trainers, health care professionals and via an online training platform.

The Trust also employs a part-time Trust Manager and a part-time Finance Administrator who deal with the administration of the Manor Trust Bedhampton as a whole.

FINANCIAL REVIEW

Financial position

The Manor Trust's overall income for 2024 was £744,098 which was made up mostly from the fees paid by residents of The Lodge and rents paid by tenants of The Elms. The total expenditure for the year was £682,097, giving an overall operating surplus of £88,537. This follows an operating surplus of £32,121 in 2023. A major factor contributing to the surplus in 2024 was the consistent occupancy at The Lodge.

Amongst the income received in 2024 were a total of £6,274 in donations, £3,147 in dividends on investments and £3,427 from fundraising events.

In August 2025 the Trust changed investment fund management companies to benefit from a reduction in account management fees. The Charity Aid Foundation (CAF) is now managing Trust investments.

LOOKING AHEAD

In 2025 the Trust intends to pursue its general objectives as previously published, prioritising the wellbeing of residents at The Lodge and endeavouring to maximise income by filling all rooms there. Policies and Procedures will be reviewed as required. Essential building maintenance and improvements will be undertaken, projects include, taking down and rebuilding a 4 metre section of the Elms flint boundary wall, minor repairs to the external brickwork and render at low level to the western end of the north wall. We will be renewing the gutter to the Waterloo Room end wall, overhauling roof slates and fitting lead flashing, redecorating the kitchen and making good the communal toilet and lobby. A survey will be undertaken of external windows and doors and a 1/3/5-year plan developed for essential repairs and replacement. General, additional maintenance of The Lodge building will continue with particular emphasis on overhauling some of the plumbing systems. The Trust also hopes to host an increased number of events in the Waterloo Room

including social events and talks as well as offering its facilities for private hire during the daytime.

We would be interested to hear from anyone who would be willing to deliver an interesting talk or activity, and any funds raised will be dedicated to the restoration of The Elms.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Appointment of New Trustees

The Charity may by ordinary resolution appoint a person who is willing to act as Trustee. This is achieved according to the Memorandum and Articles of the Charity with confirmation of both parties in writing. Under 31. (1) of the Memorandum and Articles, the Trustees may appoint a person who is willing to act to be a Trustee, subject to the validation of that appointment by Members at the next Annual General Meeting.

Officers of the Trust in 2024

Trustees

Mr David E Hindley
Dr Richard Jones
Mr Stephen Kerslake
Mr Peter Wallbank

Mrs Paula Humby, Trust Manager
Mrs Valerie Moller, Finance Administrator

Contact and Enquiries

Trust Office Telephone: 02392 484 444
Email Trust Manager: paula@manortrust.org.uk
Email Finance Administrator: valerie@manortrust.org.uk
The Lodge Telephone: 02392 452 644
Email Registered Manager: emma@manortrust.org.uk

www.manortrust.org.uk

Declarations

The Manor Trust Bedhampton acknowledges that its Trustees are not paid and received no private benefit from the Charity and that no Trustee or person connected with a trustee received any benefit from contribution or donations given to the Charity. In the compiling of this report the Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit.

The Manor Trust is not subject to a statutory audit requirement and as such this is a summary of the achievements of the Charity during the year in relation to its objectives and the impact on its beneficiaries.

Signed

A handwritten signature in cursive script, appearing to read 'D. E. Hindley'.

David Hindley
Trustee/Chair of Board of Directors/Trustees

Dated 10 June 2025

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE MANOR TRUST BEDHAMPTON**

Independent examiner's report to the trustees of The Manor Trust Bedhampton ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2024.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Stuart Mackie

S Mackie FCA

Morris Crocker
Chartered Accountants
Station House
North Street
Havant
Hampshire
PO9 1QU

Date: 11/06/2025.....

THE MANOR TRUST BEDHAMPTON

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2024**

	Notes	Unrestricted fund £	Restricted funds £	2024 Total funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	6,274	-	6,274	7,383
Charitable activities					
Charitable activities	5	729,430	-	729,430	621,531
Other trading activities	3	-	3,427	3,427	2,566
Investment income	4	4,967	-	4,967	3,216
Total		<u>740,671</u>	<u>3,427</u>	<u>744,098</u>	<u>634,696</u>
EXPENDITURE ON					
Raising funds	6	1,122	46	1,168	2,335
Charitable activities					
Charitable activities	7	680,929	-	680,929	637,989
Total		<u>682,051</u>	<u>46</u>	<u>682,097</u>	<u>640,324</u>
Net gains on investments		<u>21,004</u>	<u>5,532</u>	<u>26,536</u>	<u>37,749</u>
NET INCOME		79,624	8,913	88,537	32,121
RECONCILIATION OF FUNDS					
Total funds brought forward		1,151,708	111,780	1,263,488	1,231,367
TOTAL FUNDS CARRIED FORWARD		<u><u>1,231,332</u></u>	<u><u>120,693</u></u>	<u><u>1,352,025</u></u>	<u><u>1,263,488</u></u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

**BALANCE SHEET
31 DECEMBER 2024**

	Notes	2024 £	2023 £
FIXED ASSETS			
Tangible assets	13	507,779	508,186
Investments	14	684,711	659,341
		1,192,490	1,167,527
CURRENT ASSETS			
Debtors	15	8,867	10,408
Cash at bank and in hand		233,343	165,943
		242,210	176,351
CREDITORS			
Amounts falling due within one year	16	(82,675)	(80,390)
		159,535	95,961
NET CURRENT ASSETS			
TOTAL ASSETS LESS CURRENT LIABILITIES		1,352,025	1,263,488
NET ASSETS		1,352,025	1,263,488
FUNDS			
	18		
Unrestricted funds		1,231,332	1,151,708
Restricted funds		120,693	111,780
		1,352,025	1,263,488

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2024.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2024 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE MANOR TRUST BEDHAMPTON

**BALANCE SHEET - continued
31 DECEMBER 2024**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 10 June 2025 and were signed on its behalf by:



Mr D E Hindley - Trustee

10/6/25

THE MANOR TRUST BEDHAMPTON
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	2024 £	2023 £
Cash flows from operating activities			
Cash generated from operations	1	61,267	4,736
		<u>61,267</u>	<u>4,736</u>
Net cash provided by operating activities		<u>61,267</u>	<u>4,736</u>
Cash flows from investing activities			
Purchase of fixed asset investments		(540,043)	-
Sale of fixed asset investments		541,209	2,336
Interest received		4,967	3,216
		<u>6,133</u>	<u>5,552</u>
Net cash provided by investing activities		<u>6,133</u>	<u>5,552</u>
Change in cash and cash equivalents in the reporting period			
		<u>67,400</u>	<u>10,288</u>
Cash and cash equivalents at the beginning of the reporting period		<u>165,943</u>	<u>155,655</u>
Cash and cash equivalents at the end of the reporting period		<u><u>233,343</u></u>	<u><u>165,943</u></u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2024**

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2024	2023
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	88,537	32,121
Adjustments for:		
Depreciation charges	407	906
Gain on investments	(26,536)	(37,749)
Interest received	(4,967)	(3,216)
Decrease in debtors	1,541	11,340
Increase in creditors	2,285	1,334
	<hr/>	<hr/>
Net cash provided by operations	61,267	4,736
	<hr/> <hr/>	<hr/> <hr/>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.24	Cash flow	At 31.12.24
	£	£	£
Net cash			
Cash at bank and in hand	165,943	67,400	233,343
	<hr/>	<hr/>	<hr/>
	165,943	67,400	233,343
	<hr/>	<hr/>	<hr/>
Total	165,943	67,400	233,343
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Houses equipment	- 20% on cost
Other admin equipment	- 20% on cost
Bedhampton Historical Collection	- 20% on cost
Computer equipment	- 25% on cost

Individual fixed assets costing £500 or more are capitalised at cost.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

1. ACCOUNTING POLICIES - continued

Financial instruments

The charity only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable and investments in stocks and shares. The measurement basis used for these instruments is detailed below.

Debtors and cash at bank

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Cash at bank and in hand included cash held on deposit or in a current account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. DONATIONS AND LEGACIES

	2024	2023
	£	£
Sundry donations received	2,660	3,678
BHL and subsidiary donations	3,614	3,705
	<u>6,274</u>	<u>7,383</u>

3. OTHER TRADING ACTIVITIES

	2024	2023
	£	£
Fundraising events	3,427	2,566
	<u>3,427</u>	<u>2,566</u>

4. INVESTMENT INCOME

	2024	2023
	£	£
Deposit account interest	1,820	500
Dividends received	3,147	2,716
	<u>4,967</u>	<u>3,216</u>

All investment income is derived from assets held in the United Kingdom.

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

5. INCOME FROM CHARITABLE ACTIVITIES

		2024	2023
	Activity	£	£
The Lodge - Contributions from Residents	Charitable activities	676,936	570,249
The Elms - Contribution from Residents	Charitable activities	52,494	41,282
Grants	Charitable activities	-	10,000
		<u>729,430</u>	<u>621,531</u>

Grants received, included in the above, are as follows:

	2024	2023
	£	£
Hampshire County Council	-	10,000
	<u>-</u>	<u>10,000</u>

6. RAISING FUNDS

Investment management costs

	2024	2023
	£	£
Portfolio management	1,168	2,335
	<u>1,168</u>	<u>2,335</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 8)	Totals
	£	£	£
Charitable activities	669,019	11,910	680,929
	<u>669,019</u>	<u>11,910</u>	<u>680,929</u>

8. SUPPORT COSTS

	Management
	£
Charitable activities	11,910
	<u>11,910</u>

Support costs, included in the above, are as follows:

Management

	2024	2023
	Charitable activities	Total activities
	£	£
Repairs and maintenance copier costs	1,152	384
Payroll charges	2,144	2,057
Accountancy fees	3,048	3,296
Legal and professional	34	508
Bank charges	95	179
Printing, postage and stationary	300	374
General expenses	5,137	4,513
	<u>11,910</u>	<u>11,311</u>

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation - owned assets	407	906
Independent examiner's fee	2,870	2,860
	<u> </u>	<u> </u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2024 nor for the year ended 31 December 2023.

Trustees' expenses

During the year no trustees (2023: none) were reimbursed out of pocket expenses (2023: £nil).

11. STAFF COSTS

	2024	2023
	£	£
The Lodge - Salaries and wages	415,241	371,421
The Lodge - Social security costs	21,374	16,347
The Lodge - Pension costs	6,500	5,467
The Elms - Salaries and wages	33,417	32,103
The Elms - Social security costs	3,105	2,924
The Elms - Pension costs	735	732
	<u> </u>	<u> </u>
	<u>480,372</u>	<u>411,634</u>

The average monthly number of employees during the year was as follows:

	2024	2023
Retirement living	28	27
	<u> </u>	<u> </u>

No employee received emoluments in excess of £60,000

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	7,383	-	7,383
Charitable activities			
Charitable activities	621,531	-	621,531
Other trading activities	-	2,566	2,566
Investment income	3,216	-	3,216
	<u> </u>	<u> </u>	<u> </u>
Total	<u>632,130</u>	<u>2,566</u>	<u>634,696</u>

EXPENDITURE ON

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
Raising funds	2,080	255	2,335
Charitable activities			
Charitable activities	637,989	-	637,989
Total	640,069	255	640,324
Net gains on investments	34,226	3,523	37,749
NET INCOME	26,287	5,834	32,121
Transfers between funds	1,651	(1,651)	-
Net movement in funds	27,938	4,183	32,121
RECONCILIATION OF FUNDS			
Total funds brought forward	1,123,770	107,597	1,231,367
TOTAL FUNDS CARRIED FORWARD	1,151,708	111,780	1,263,488

13. TANGIBLE FIXED ASSETS

	Freehold property £	Houses equipment £	Other admin equipment £
COST			
At 1 January 2024 and 31 December 2024	507,220	37,754	618
DEPRECIATION			
At 1 January 2024	-	36,915	618
Charge for year	-	280	-
At 31 December 2024	-	37,195	618
NET BOOK VALUE			
At 31 December 2024	507,220	559	-
At 31 December 2023	507,220	839	-

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

13. TANGIBLE FIXED ASSETS - continued

	Bedhampton Historical Collection £	Computer equipment £	Totals £
COST			
At 1 January 2024 and 31 December 2024	347	3,974	549,913
DEPRECIATION			
At 1 January 2024	347	3,847	41,727
Charge for year	-	127	407
At 31 December 2024	347	3,974	42,134
NET BOOK VALUE			
At 31 December 2024	-	-	507,779
At 31 December 2023	-	127	508,186

14. FIXED ASSET INVESTMENTS

	Listed investments £	Unlisted investments £	Totals £
MARKET VALUE			
At 1 January 2024	619,341	40,000	659,341
Additions	540,043	-	540,043
Disposals	(523,145)	-	(523,145)
Revaluations	8,472	-	8,472
At 31 December 2024	644,711	40,000	684,711
NET BOOK VALUE			
At 31 December 2024	644,711	40,000	684,711
At 31 December 2023	619,341	40,000	659,341

All fixed asset investments are held within the United Kingdom.

Unlisted investments are:

Bedhampton Holdings Limited - 40,000 shares	40,000	40,000
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There is no ready market for these shares.

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

14. FIXED ASSET INVESTMENTS - continued

Cost or valuation at 31 December 2024 is represented by:

	Listed investments £	Unlisted investments £	Totals £
Valuation in 2018	(24,166)	-	(24,166)
Valuation in 2019	56,454	-	56,454
Valuation in 2020	17,535	-	17,535
Valuation in 2021	60,462	-	60,462
Valuation in 2022	(50,703)	-	(50,703)
Valuation in 2023	37,749	-	37,749
Valuation in 2024	8,472	-	8,472
Cost	538,908	40,000	578,908
	<u>644,711</u>	<u>40,000</u>	<u>684,711</u>

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade debtors	32	32
Other debtors	296	296
Prepayments	8,539	10,080
	<u>8,867</u>	<u>10,408</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024 £	2023 £
Trade creditors	963	5,689
Social security and other taxes	13,573	5,404
Other creditors	50,511	43,900
Accruals and deferred income	17,628	25,397
	<u>82,675</u>	<u>80,390</u>

Deferred income represents income received in advance for contributions in the next financial year.

	2024 £	2023 £
Brought forward	13,572	12,383
Amount released to incoming resources	(13,572)	(12,383)
Amount deferred in year	11,193	13,572
	<u>11,193</u>	<u>13,572</u>

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted funds £	2024 Total funds £	2023 Total funds £
Fixed assets	507,779	-	507,779	508,186
Investments	582,671	102,040	684,711	659,341
Current assets	223,557	18,653	242,210	176,351
Current liabilities	(82,675)	-	(82,675)	(80,390)
	<u>1,231,332</u>	<u>120,693</u>	<u>1,352,025</u>	<u>1,263,488</u>

18. MOVEMENT IN FUNDS

	At 1.1.24 £	Net movement in funds £	At 31.12.24 £
Unrestricted funds			
General fund	1,151,708	79,624	1,231,332
Restricted funds			
The Waterloo Room Maint. Fund - Income	6,844	-	6,844
The Waterloo Room Maint. Fund - Capital	34,720	2,240	36,960
Bedhampton Historical Collection	62,568	3,246	65,814
The Lodge Association	1,430	-	1,430
Waterloo Room Roof Appeal	6,162	3,427	9,589
Picture Framing	56	-	56
	<u>111,780</u>	<u>8,913</u>	<u>120,693</u>
TOTAL FUNDS	<u>1,263,488</u>	<u>88,537</u>	<u>1,352,025</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	740,671	(682,051)	21,004	79,624
Restricted funds				
The Waterloo Room Maint. Fund - Capital	-	-	2,240	2,240
Bedhampton Historical Collection	-	(46)	3,292	3,246
Waterloo Room Roof Appeal	3,427	-	-	3,427
	<u>3,427</u>	<u>(46)</u>	<u>5,532</u>	<u>8,913</u>
TOTAL FUNDS	<u>744,098</u>	<u>(682,097)</u>	<u>26,536</u>	<u>88,537</u>

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2024**

18. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.23 £	Net movement in funds £	Transfers between funds £	At 31.12.23 £
Unrestricted funds				
General fund	1,123,770	26,287	1,651	1,151,708
Restricted funds				
The Waterloo Room Maint. Fund - Income	6,844	-	-	6,844
The Waterloo Room Maint. Fund - Capital	36,000	(1,280)	-	34,720
Bedhampton Historical Collection	58,020	4,548	-	62,568
The Lodge Association	1,430	-	-	1,430
Waterloo Room Roof Appeal	3,596	2,566	-	6,162
Picture Framing	56	-	-	56
Job Retention Scheme	1,651	-	(1,651)	-
	<u>107,597</u>	<u>5,834</u>	<u>(1,651)</u>	<u>111,780</u>
TOTAL FUNDS	<u><u>1,231,367</u></u>	<u><u>32,121</u></u>	<u><u>-</u></u>	<u><u>1,263,488</u></u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	632,130	(640,069)	34,226	26,287
Restricted funds				
The Waterloo Room Maint. Fund - Capital	-	-	(1,280)	(1,280)
Bedhampton Historical Collection	-	(255)	4,803	4,548
Waterloo Room Roof Appeal	2,566	-	-	2,566
	<u>2,566</u>	<u>(255)</u>	<u>3,523</u>	<u>5,834</u>
TOTAL FUNDS	<u><u>634,696</u></u>	<u><u>(640,324)</u></u>	<u><u>37,749</u></u>	<u><u>32,121</u></u>

The Waterloo Room Maintenance Income Fund - Under the terms of a legacy, this income arising from the capital fund is to be applied solely for the maintenance of The Waterloo Room at The Elms House.

Waterloo Room Maintenance Capital Fund - Under the terms of a legacy, this is the capital fund providing the income.

Bedhampton Historical Collection - In memory of the late Cynthia Hoy. A bequest of £50,000 was provided from the estate of Mrs C D Hoy to create this historical collection. To this has been added the proceeds of sale of certain assets of the estate, plus interest earned on bank deposit monies lent on secured loan.

Waterloo Room Roof/ Redecor. Appeal - this appeal is ongoing, and the funds are being raised to go towards the repair of the WLR roof and redecorating of the ancillary rooms in due course.

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2024

18. MOVEMENT IN FUNDS - continued

Picture Framing Sponsorship (BHC) - these funds were raised by the Bedhampton Historical Collection group to fund the reframing of some of the historical collection pictures at The Elms.

The Lodge Association - these funds are an accumulation of donations from previous deceased Lodge residents families to The Lodge residents. The fund is managed by The Trust and is used to contribute to Christmas gifts, etc.

19. EMPLOYEE BENEFIT OBLIGATIONS

During the year the charitable company operated a defined contribution pension scheme for its employees. The charge for the year was £7,235 (2023: £6,199). The amount outstanding with the scheme as the balance sheet date was £1,417 (2023: £1,043).

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2024.

21. ULTIMATE CONTROLLING PARTY

The charitable company is not under the control of another entity or any one individual.

THE MANOR TRUST BEDHAMPTON

England & Wales - Charity number 1116034

Accounts

REGISTERED COMPANY NUMBER: 05480101 (England and Wales)
REGISTERED CHARITY NUMBER: 1116034

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023
FOR
THE MANOR TRUST BEDHAMPTON**

THE MANOR TRUST BEDHAMPTON

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FOR THE YEAR ENDED 31 DECEMBER 2023**

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Charity No: 1116034. Registered Company No: 05480101
The Manor Trust Bedhampton (A company limited by guarantee)
Registered Office: The Elms, 2 Lower Road, Bedhampton, Hants, PO9 3LH.

THE MANOR TRUST BEDHAMPTON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

The Manor Trust, founded in 1967 by the late Bernard Stanley and the late Cynthia Hoy, is a small local charity operating in the beautiful conservation village of Old Bedhampton in Havant, Hampshire. The origins and the history of the Trust and the surrounding buildings in the village continue to be catalogued and documented by our dedicated volunteers in the Bedhampton Historical Collection (BHC) at The Elms. The Trust's Patron is General the Lord Richards of Herstmonceux.

The Manor Trust is both a charity, registered with the Charity Commission, and a registered company.

Our Annual Report for 2023 presents an overview of the Trust's achievements and activities.

OBJECTIVES AND ACTIVITIES

Objectives and Aims

The **Manor Trust's Objectives** remain as follows:

1. To provide safe and comfortable accommodation in the Trust's properties for the older person and provide quality care for the frail elderly.
2. To preserve, maintain and promote, for the benefit of the public, The Trust's Grade II* listed building known as The Elms and the Waterloo Room, a Regency Banqueting Hall with Tower.
3. To foster and promote the social and historic ambience of Old Bedhampton.
4. To help and encourage education in the community.

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. The Trustees refer to public benefit throughout this report.

The Manor Trust Governing Committee comprises the Trustees, with one Trustee as Chair, the Trust Manager, the Trust Finance Administrator and the Registered Manager of The Lodge. In addition to the AGM, nine meetings of the Governing Committee took place at The Elms during 2023 with some decisions being taken remotely or by email.

ACHIEVEMENT AND PERFORMANCE

The Manor Trust's principal activities surround its two owned properties.

The Lodge is the Charity's Care Home, registered to provide residential care for 14 dependent and frail older people. The Lodge offers a safe, homely, and friendly environment where residents are encouraged to be as independent as possible. Residents and visitors enjoy the use of the gardens in warmer weather. The Lodge's staff team of carers are experienced in providing care and support

to those with a range of complex care needs. Digital care plans are created and updated in response to the individual and changing needs of each resident. At the beginning of 2023, we were delighted to receive the upgraded rating of “Good” by the CQC. This welcome upgrading had been long awaited due to CQC inspection delays arising from the Covid pandemic.

Throughout 2023 The Lodge operated at about 90% capacity with 1-2 room vacancies at any one time. Emma Vallender, Registered Manager, continued to lead the staff team in delivering a high level of care to all those residing at the Lodge. The residents enjoyed a full entertainment and activities programme. Staff training was updated during the year and various work was undertaken to improve the accommodation – windows and roof repairs were carried out, carpets were deep cleaned, and some soft furnishings renewed.



The Elms, located next door to The Lodge in the centre of Bedhampton, is a Grade II* listed building more than 200 years old. As well as hosting the administrative offices of the Trust, it also offers 5 self-contained apartments to residential tenants. They benefit from the use of the well-stocked library, the historic Waterloo Room, and the extensive gardens. Unusually, The Elms was under-occupied for a few months when two apartments became vacant at the same time. Happily, new tenants moved into the apartments in February 2024.

We were pleased to see the community café, the weekly lunch club, some outside hirings and regular meetings of the Bedhampton Historical Collection all take place in 2023. These regular occasions all offer an opportunity to local residents to make use of the Waterloo Room and enjoy its impressive and historic features.

In line with last year’s action plan an IT support company was engaged to meet the Trusts IT Requirements: energy usage was closely monitored to help manage the cost increases and more attention was given to the appearance of the gardens at The Elms.

In September we were extremely lucky when the volunteer team from B&Q Havant responded to our appeal asking for help with a gardening project at The Elms. The B&Q team helped remodel a large section of the front garden and the area has been transformed with an array of planting and the addition of a pretty corner arbour. We are very grateful for their hard work and the kind donation of materials.



We are delighted to report that redecoration of the Waterloo Room took place in early 2024, work

included attending to some plaster cracks and damage caused by water ingress. The flooring has also been restored.

The Elms still has several additional maintenance and preservation requirements. These include addressing several roof issues to manage rain ingress, damp proofing the eastern aspect of the Waterloo Room, redecorating the kitchen and making good the communal toilet and vestibule. A programme of repair and redecoration in The Elms will continue over the coming years. This will require the use of already dedicated funds and will be the object of future fund-raising activities.

Volunteers, Supporters and Trustees

We were delighted to hold numerous fund-raising and community activities in 2023. Supporters enjoyed a variety of events throughout the year including evening talks, tabletop sales, a cheese and wine evening and an Art Show weekend, showcasing art works created by local U3a groups. The Summer Fair held on 5th August had to be held indoors due to the weather conditions, it was still well supported and a great success. The December Christmas Fair was also very well attended and the Christmas tree and carols event that followed after was also popular with residents from the local community.



All our fundraising events are run with the help and support of our ever-enthusiastic group of volunteers, some pictured above. All our volunteers deserve our grateful thanks.

The Manor Trust's Annual General Meeting (AGM) was held in May with 21 voting members of the Trust present for an address by the Trust's Chairman, David Hindley. There was formal acceptance of the accounts, annual report, and previous minutes.

The Manor Trust welcomes expressions of interest from any potential Trustees as it seeks to set a path forward over the next few years. Anyone interested in becoming a Trustee is invited to contact the Trust Manager via trust.office@manortrust.org.uk or 02392 484444.

Bedhampton Historical Collection (BHC)

The BHC is a significant resource of local history and knowledge. Its collection of local artefacts, documents and pictures is held within a room at The Elms and is managed by a small group of enthusiastic local volunteers. They meet most Wednesday mornings, working on the cataloguing and preservation of the Collection's items. The team helped several local people with research during the year and also welcomed members of the Mothers' Union who visited to look at photos and maps of the local area. The BHC welcomes visitors (by appointment) and are actively involved in local historical events.

The Charity's Policies and Procedures

There are many policies and procedures in place encompassing all aspects of health, safety, safeguarding, security, privacy, finance, GDPR, employment, and human rights. Processes are in place for conducting risk assessments and recruitment checks, with all staff and Trustees being vetted through the Disclosure and Barring Service.

Staff

The Trust has 1 full time employee at The Lodge - the Registered Manager - and 25 part-time employees fulfilling a range of roles including care, management, catering, and maintenance. Procedures for staff recruitment, induction, retention, and training are in accordance with current legislation. Mandatory training is provided by qualified trainers and health care professionals. Training via an online training platform is also undertaken and proving cost effective.

The Trust employs a part-time Trust Manager and a part-time Finance Administrator who deal with the administration of the Manor Trust as a whole.

FINANCIAL REVIEW

Financial position

The Manor Trust's overall income for 2023 was £632,130, which was made up mostly from the fees paid by residents of The Lodge and rents paid by tenants of The Elms. The total expenditure for the year was £640,069, giving an overall operating loss of £7,939. This follows an operating surplus of just over £27,000 in 2022 which also included some COVID-related grants.

A major factor contributing to the loss in 2023 was the exceptionally high energy costs (Gas and Electricity) during this period which did of course adversely affect everyone.

Amongst the income received in 2023 were a total of £7,383 in donations, £2,716 in dividends on investments and £2,566 from fundraising events.

LOOKING AHEAD

In 2024 the Trust intends to pursue its general objectives as previously published, prioritising the wellbeing of residents at The Lodge and endeavouring to maximise income by filling all rooms there. Essential building maintenance and improvements will be undertaken, and Policies and Procedures will be reviewed as required. The Trust also hopes to host an increased number of evening events in the Waterloo Room including talks and music performances as well as offering its facilities for private hire during the daytime.

We would be interested to hear from anyone who would be willing to deliver an interesting talk and any funds raised will be dedicated to restoration of The Elms.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Appointment of New Trustees

The Charity may by ordinary resolution appoint a person who is willing to act as Trustee. This is achieved according to the Memorandum and Articles of the Charity with confirmation of both parties in writing. Under 31. (1) of the Memorandum and Articles, the Trustees may appoint a person who is willing to act to be a Trustee, subject to the validation of that appointment by Members at the next Annual General Meeting.

Officers of the Trust in 2023

Trustees

Mr Graeme Loten
Mr David E Hindley
Dr Richard Jones

Mrs Paula Humby, Trust Manager
Mrs Valerie Moller, Finance Administrator
Contact and Enquiries

Trust Office Telephone: 02392 484 444
Email Trust Manager: trust.office@manortrust.org.uk
Email Finance Administrator: admin2@manortrust.org.uk

The Lodge Telephone: 02392 452 644
Email: lodge.manager@manortrust.org.uk

www.manortrust.org.uk

Declarations

The Manor Trust Bedhampton acknowledges that its Trustees are not paid and received no private benefit from the Charity and that no Trustee or person connected with a trustee received any benefit from contribution or donations given to the Charity. In the compiling of this report the Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit.

The Manor Trust is not subject to a statutory audit requirement and as such this is a summary of the achievements of the Charity during the year in relation to its objectives and the impact on its beneficiaries.

Signed



16 May 2024

David Hindley
Trustee/Chair of Board of Directors/Trustees

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE MANOR TRUST BEDHAMPTON**

Independent examiner's report to the trustees of The Manor Trust Bedhampton ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Stuart Mackie

S Mackie FCA

Morris Crocker
Chartered Accountants
Station House
North Street
Havant
Hampshire
PO9 1QU

Date: 20/05/2024.....

THE MANOR TRUST BEDHAMPTON

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2023**

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	7,383	-	7,383	19,832
Charitable activities					
Charitable activities	5	621,531	-	621,531	577,271
Other trading activities	3	-	2,566	2,566	2,825
Investment income	4	3,216	-	3,216	2,564
Total		<u>632,130</u>	<u>2,566</u>	<u>634,696</u>	<u>602,492</u>
EXPENDITURE ON					
Raising funds	6	2,080	255	2,335	2,359
Charitable activities					
Charitable activities	7	637,989	-	637,989	568,573
Total		<u>640,069</u>	<u>255</u>	<u>640,324</u>	<u>570,932</u>
Net gains/(losses) on investments		<u>34,226</u>	<u>3,523</u>	<u>37,749</u>	<u>(50,703)</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	18	26,287 <u>1,651</u>	5,834 <u>(1,651)</u>	32,121 <u>-</u>	(19,143) <u>-</u>
Net movement in funds		27,938	4,183	32,121	(19,143)
RECONCILIATION OF FUNDS					
Total funds brought forward		1,123,770	107,597	1,231,367	1,250,510
TOTAL FUNDS CARRIED FORWARD		<u><u>1,151,708</u></u>	<u><u>111,780</u></u>	<u><u>1,263,488</u></u>	<u><u>1,231,367</u></u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

**BALANCE SHEET
31 DECEMBER 2023**

	Notes	2023 £	2022 £
FIXED ASSETS			
Tangible assets	13	508,186	509,092
Investments	14	659,341	623,928
		1,167,527	1,133,020
CURRENT ASSETS			
Debtors	15	10,408	21,748
Cash at bank and in hand		165,943	155,655
		176,351	177,403
CREDITORS			
Amounts falling due within one year	16	(80,390)	(79,056)
		95,961	98,347
NET CURRENT ASSETS			
		95,961	98,347
TOTAL ASSETS LESS CURRENT LIABILITIES			
		1,263,488	1,231,367
NET ASSETS			
		1,263,488	1,231,367
FUNDS			
	18		
Unrestricted funds		1,151,708	1,123,770
Restricted funds		111,780	107,597
		1,263,488	1,231,367

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE MANOR TRUST BEDHAMPTON

**BALANCE SHEET - continued
31 DECEMBER 2023**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 16 May 2024 and were signed on its behalf by:

A handwritten signature in cursive script, appearing to read 'D. E. Hindley', written in black ink.

Mr D E Hindley - Trustee

THE MANOR TRUST BEDHAMPTON
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	2023 £	2022 £
Cash flows from operating activities			
Cash generated from operations	1	4,736	12,744
Net cash provided by operating activities		<u>4,736</u>	<u>12,744</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		-	(1,399)
Sale of fixed asset investments		2,336	2,358
Interest received		3,216	2,564
Net cash provided by investing activities		<u>5,552</u>	<u>3,523</u>
Change in cash and cash equivalents in the reporting period			
		10,288	16,267
Cash and cash equivalents at the beginning of the reporting period		<u>155,655</u>	<u>139,388</u>
Cash and cash equivalents at the end of the reporting period		<u><u>165,943</u></u>	<u><u>155,655</u></u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2023**

1. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2023 £	2022 £
Net income/(expenditure) for the reporting period (as per the Statement of Financial Activities)	32,121	(19,143)
Adjustments for:		
Depreciation charges	906	906
(Gain)/losses on investments	(37,749)	50,703
Interest received	(3,216)	(2,564)
Decrease/(increase) in debtors	11,340	(13,030)
Increase/(decrease) in creditors	1,334	(4,128)
	<hr/>	<hr/>
Net cash provided by operations	<u>4,736</u>	<u>12,744</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.23 £	Cash flow £	At 31.12.23 £
Net cash			
Cash at bank and in hand	155,655	10,288	165,943
	<hr/>	<hr/>	<hr/>
	155,655	10,288	165,943
	<hr/>	<hr/>	<hr/>
Total	<u>155,655</u>	<u>10,288</u>	<u>165,943</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Houses equipment	- 20% on cost
Other admin equipment	- 20% on cost
Bedhampton Historical Collection	- 20% on cost
Computer equipment	- 25% on cost

Individual fixed assets costing £500 or more are capitalised at cost.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The charity only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable and investments in stocks and shares. The measurement basis used for these instruments is detailed below.

Debtors and cash at bank

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

1. ACCOUNTING POLICIES - continued

Financial instruments

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Cash at bank and in hand included cash held on deposit or in a current account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. DONATIONS AND LEGACIES

	2023	2022
	£	£
Sundry donations received	3,678	6,857
BHL and subsidiary donations	3,705	12,975
	<u>7,383</u>	<u>19,832</u>

3. OTHER TRADING ACTIVITIES

	2023	2022
	£	£
Fundraising events	2,566	2,825
	<u>2,566</u>	<u>2,825</u>

4. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	500	-
Dividends received	2,716	2,564
	<u>3,216</u>	<u>2,564</u>

All investment income is derived from assets held in the United Kingdom.

5. INCOME FROM CHARITABLE ACTIVITIES

		2023	2022
	Activity	£	£
The Lodge - Contributions from Residents	Charitable activities	570,249	517,720
The Elms - Contribution from Residents	Charitable activities	41,282	41,995
Grants	Charitable activities	10,000	17,556
		<u>621,531</u>	<u>577,271</u>

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

5. INCOME FROM CHARITABLE ACTIVITIES - continued

Grants received, included in the above, are as follows:

	2023	2022
	£	£
Hampshire County Council	10,000	15,905
Job Retention Scheme	-	1,651
	<u>10,000</u>	<u>17,556</u>

6. RAISING FUNDS

Investment management costs

	2023	2022
	£	£
Portfolio management	2,335	2,359
	<u>2,335</u>	<u>2,359</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Charitable activities	626,678	11,311	637,989
	<u>626,678</u>	<u>11,311</u>	<u>637,989</u>

8. SUPPORT COSTS

	Manageme £
Charitable activities	11,311
	<u>11,311</u>

Support costs, included in the above, are as follows:

Management

	2023 Charitable activities £	2022 Total activities £
Repairs and maintenance copier costs	384	291
Payroll charges	2,057	2,611
Accountancy fees	3,296	2,582
Legal and professional	508	13
Bank charges	179	20
Printing, postage and stationary	374	617
General expenses	4,513	1,976
	<u>11,311</u>	<u>8,110</u>

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation - owned assets	906	905
Independent examiner's fee	2,860	2,582
	<u> </u>	<u> </u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

Trustees' expenses

During the year no trustees (2022: none) were reimbursed out of pocket expenses (2022: £nil).

11. STAFF COSTS

	2023	2022
	£	£
The Lodge - Salaries and wages	371,421	349,111
The Lodge - Social security costs	16,347	15,788
The Lodge - Pension costs	5,467	5,045
The Elms - Salaries and wages	32,103	39,255
The Elms - Social security costs	2,924	1,775
The Elms - Pension costs	732	660
	<u> </u>	<u> </u>
	<u>428,994</u>	<u>411,634</u>

The average monthly number of employees during the year was as follows:

	2023	2022
Retirement living	27	28
	<u> </u>	<u> </u>

No employee received emoluments in excess of £60,000

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	19,832	-	19,832
Charitable activities			
Charitable activities	575,620	1,651	577,271
Other trading activities	-	2,825	2,825
Investment income	2,564	-	2,564
	<u> </u>	<u> </u>	<u> </u>
Total	<u>598,016</u>	<u>4,476</u>	<u>602,492</u>

EXPENDITURE ON

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
Raising funds	2,101	258	2,359
Charitable activities			
Charitable activities	568,573	-	568,573
Total	570,674	258	570,932
Net gains/(losses) on investments	(42,191)	(8,512)	(50,703)
NET INCOME/(EXPENDITURE)	(14,849)	(4,294)	(19,143)
RECONCILIATION OF FUNDS			
Total funds brought forward	1,138,619	111,891	1,250,510
TOTAL FUNDS CARRIED FORWARD	1,123,770	107,597	1,231,367

13. TANGIBLE FIXED ASSETS

	Freehold property £	Houses equipment £	Other admin equipment £
COST			
At 1 January 2023 and 31 December 2023	507,220	37,754	618
DEPRECIATION			
At 1 January 2023	-	36,635	618
Charge for year	-	280	-
At 31 December 2023	-	36,915	618
NET BOOK VALUE			
At 31 December 2023	507,220	839	-
At 31 December 2022	507,220	1,119	-

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023

13. TANGIBLE FIXED ASSETS - continued

	Bedhampton Historical Collection £	Computer equipment £	Totals £
COST			
At 1 January 2023 and 31 December 2023	347	3,974	549,913
DEPRECIATION			
At 1 January 2023	347	3,221	40,821
Charge for year	-	626	906
At 31 December 2023	347	3,847	41,727
NET BOOK VALUE			
At 31 December 2023	-	127	508,186
At 31 December 2022	-	753	509,092

14. FIXED ASSET INVESTMENTS

	Listed investments £	Unlisted investments £	Totals £
MARKET VALUE			
At 1 January 2023	583,928	40,000	623,928
Disposals	(2,336)	-	(2,336)
Revaluations	37,749	-	37,749
At 31 December 2023	619,341	40,000	659,341
NET BOOK VALUE			
At 31 December 2023	619,341	40,000	659,341
At 31 December 2022	583,928	40,000	623,928

All fixed asset investments are held within the United Kingdom.

Unlisted investments are:

Bedhampton Holdings Limited - 40,000 shares	40,000	40,000
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There is no ready market for these shares.

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023**

14. FIXED ASSET INVESTMENTS - continued

Cost or valuation at 31 December 2023 is represented by:

	Listed investments £	Unlisted investments £	Totals £
Valuation in 2018	(24,166)	-	(24,166)
Valuation in 2019	56,454	-	56,454
Valuation in 2020	17,535	-	17,535
Valuation in 2021	60,462	-	60,462
Valuation in 2022	(50,703)	-	(50,703)
Valuation in 2023	37,749	-	37,749
Cost	522,010	40,000	562,010
	<u>619,341</u>	<u>40,000</u>	<u>659,341</u>

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	32	64
Other debtors	296	7,014
Prepayments	10,080	14,670
	<u>10,408</u>	<u>21,748</u>

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade creditors	5,689	2,495
Social security and other taxes	5,404	4,095
Other creditors	43,900	53,762
Accruals and deferred income	25,397	18,704
	<u>80,390</u>	<u>79,056</u>

Deferred income represents income received in advance for contributions in the next financial year.

	2023 £	2022 £
Brought forward	12,383	17,299
Amount released to incoming resources	(12,383)	(17,299)
Amount deferred in year	13,572	12,383
	<u>13,572</u>	<u>12,383</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
Fixed assets	508,186	-	508,186	509,092
Investments	562,053	97,288	659,341	623,928
Current assets	161,859	14,492	176,351	177,403
Current liabilities	(80,390)	-	(80,390)	(79,056)
	<u>1,151,708</u>	<u>111,780</u>	<u>1,263,488</u>	<u>1,231,367</u>

18. MOVEMENT IN FUNDS

	At 1.1.23 £	Net movement in funds £	Transfers between funds £	At 31.12.23 £
Unrestricted funds				
General fund	1,123,770	26,287	1,651	1,151,708
Restricted funds				
The Waterloo Room Maint. Fund - Income	6,844	-	-	6,844
The Waterloo Room Maint. Fund - Capital	36,000	(1,280)	-	34,720
Bedhampton Historical Collection	58,020	4,548	-	62,568
The Lodge Association	1,430	-	-	1,430
Waterloo Room Roof Appeal	3,596	2,566	-	6,162
Picture Framing	56	-	-	56
Job Retention Scheme	1,651	-	(1,651)	-
	<u>107,597</u>	<u>5,834</u>	<u>(1,651)</u>	<u>111,780</u>
TOTAL FUNDS	<u>1,231,367</u>	<u>32,121</u>	<u>-</u>	<u>1,263,488</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	632,130	(640,069)	34,226	26,287
Restricted funds				
The Waterloo Room Maint. Fund - Capital	-	-	(1,280)	(1,280)
Bedhampton Historical Collection	-	(255)	4,803	4,548
Waterloo Room Roof Appeal	2,566	-	-	2,566
	<u>2,566</u>	<u>(255)</u>	<u>3,523</u>	<u>5,834</u>
TOTAL FUNDS	<u>634,696</u>	<u>(640,324)</u>	<u>37,749</u>	<u>32,121</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2023

18. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
Unrestricted funds			
General fund	1,138,619	(14,849)	1,123,770
Restricted funds			
The Waterloo Room Maint. Fund - Income	6,844	-	6,844
The Waterloo Room Maint. Fund - Capital	37,120	(1,120)	36,000
Bedhampton Historical Collection	65,670	(7,650)	58,020
The Lodge Association	1,430	-	1,430
Waterloo Room Roof Appeal	771	2,825	3,596
Picture Framing	56	-	56
Job Retention Scheme	-	1,651	1,651
	<u>111,891</u>	<u>(4,294)</u>	<u>107,597</u>
TOTAL FUNDS	<u>1,250,510</u>	<u>(19,143)</u>	<u>1,231,367</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	598,016	(570,674)	(42,191)	(14,849)
Restricted funds				
The Waterloo Room Maint. Fund - Capital	-	-	(1,120)	(1,120)
Bedhampton Historical Collection	-	(258)	(7,392)	(7,650)
Waterloo Room Roof Appeal	2,825	-	-	2,825
Job Retention Scheme	1,651	-	-	1,651
	<u>4,476</u>	<u>(258)</u>	<u>(8,512)</u>	<u>(4,294)</u>
TOTAL FUNDS	<u>602,492</u>	<u>(570,932)</u>	<u>(50,703)</u>	<u>(19,143)</u>

The Waterloo Room Maintenance Income Fund - Under the terms of a legacy, this income arising from the capital fund is to be applied solely for the maintenance of The Waterloo Room at The Elms House.

Waterloo Room Maintenance Capital Fund - Under the terms of a legacy, this is the capital fund providing the income.

Bedhampton Historical Collection - In memory of the late Cynthia Hoy. A bequest of £50,000 was provided from the estate of Mrs C D Hoy to create this historical collection. To this has been added the proceeds of sale of certain assets of the estate, plus interest earned on bank deposit monies lent on secured loan.

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2023

18. MOVEMENT IN FUNDS - continued

Waterloo Room Roof/ Redecor. Appeal - this appeal is ongoing and the funds are being raised to go towards the repair of the WLR roof and redecorating of the room itself in due course.

Picture Framing Sponsorship (BHC) - these funds were raised by the Bedhampton Historical Collection group to fund the reframing of some of the historical collection pictures at The Elms.

The Lodge Association - these funds are an accumulation of donations from previous deceased Lodge residents families to The Lodge staff members in gratitude to them for the care given to their family member. The fund is managed by The Trust and is used to contribute to staff gifts, Christmas lunches, etc.

Transfers between funds

The transfers from restricted funds to unrestricted funds are due to restrictions on these funds being released.

19. EMPLOYEE BENEFIT OBLIGATIONS

During the year the charitable company operated a defined contribution pension scheme for its employees. The charge for the year was £6,199 (2022: £5,705). The amount outstanding with the scheme as the balance sheet date was £1,043 (2022: £1,021).

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2023.

21. ULTIMATE CONTROLLING PARTY

The charitable company is not under the control of another entity or any one individual.

THE MANOR TRUST BEDHAMPTON

England & Wales - Charity number 1116034

Accounts

REGISTERED COMPANY NUMBER: 05480101 (England and Wales)
REGISTERED CHARITY NUMBER: 1116034

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2022
FOR
THE MANOR TRUST BEDHAMPTON**

THE MANOR TRUST BEDHAMPTON

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FOR THE YEAR ENDED 31 DECEMBER 2022**

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Charity No: 1116034. Registered Company No: 05480101
The Manor Trust Bedhampton (A company limited by guarantee)
Registered Office: The Elms, 2 Lower Road, Bedhampton, Hants, PO9 3LH.

THE MANOR TRUST BEDHAMPTON

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2022

The Manor Trust, founded in 1967 by the late Bernard Stanley and the late Cynthia Hoy, is a small local charity operating in the beautiful conservation village of Old Bedhampton in Havant, Hampshire. The origins and the history of the Trust are well documented in the Bedhampton Historical Collection at The Elms. The Trust's Patron is General the Lord Richards of Herstmonceux and its Vice-Presidents are Mr Richard Pratt and Mr Alan Mak MP.

The Manor Trust is both a charity, registered with the Charity Commission, and a registered company.

Our Annual Report for 2022 presents a welcome return of many of the Trust's previous activities which were unfortunately reduced during the pandemic.

OBJECTIVES AND ACTIVITIES

Objectives and Aims

The **Manor Trust's Objectives** remain as follows:

1. To provide safe and comfortable accommodation in the Trust's properties for the older person and provide quality care for the frail elderly.
2. To preserve, maintain and promote, for the benefit of the public, The Trust's Grade II* listed building known as The Elms and the Waterloo Room, a Regency Banqueting Hall with Tower.
3. To foster and promote the social and historic ambience of Old Bedhampton.
4. To help and encourage education in the community.

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. The Trustees refer to public benefit throughout this report.

The Manor Trust Governing Committee comprises the Trustees, with one Trustee as Chair, the Trust Manager, the Trust Finance Administrator and the Registered Manager of The Lodge. In addition to the AGM, eight meetings of the Governing Committee took place at The Elms during 2022 with some decisions being taken remotely or by email.

ACHIEVEMENT AND PERFORMANCE

The Manor Trust's principal activities surround its two owned properties.

The Lodge is the Charity's Care Home, registered to provide residential care for 14 dependent and frail older people. The Lodge offers a safe, homely, and friendly environment where residents are encouraged to be as independent as possible. Residents and visitors enjoy the use of the gardens in warmer weather. The Lodge's staff team of carers are experienced in providing care and support

to those with a range of complex care needs. Digital care plans are created and updated in response to the individual and changing needs of each resident.

Throughout 2022 The Lodge operated at about 90% capacity with only 1-2 room vacancies at any one time. Emma Vallender, Registered Manager, continued to lead the staff team in delivering a high level of care to all those residing at the Lodge. The residents were especially pleased to see a full entertainment and activities programme return. Staff training, policies and procedures were all updated during the year and various work was undertaken to improve the accommodation - the kitchen was refurbished, the dining room decorated, and some soft furnishings renewed. The key highlight was when the Care Quality Commission conducted an unannounced inspection in December and everyone was delighted when the CQC awarded the Lodge a rating of Good across all aspects, a well-deserved accolade.



The Elms, located next door to The Lodge in the centre of Bedhampton, is a Grade II* listed building more than 200 years old. As well as hosting the administrative offices of the Trust, it also offers 5 self-contained apartments to residential tenants. They benefit from the use of the well-stocked library, the historic Waterloo Room and the extensive gardens. We were pleased to see the community café, the weekly lunch club, some outside hirings and regular meetings of the Bedhampton Historical Collection all resume in 2022. These regular occasions all offer an opportunity to local residents to make use of the Waterloo Room and enjoy its impressive and historic features.

Unfortunately, a storm in February 2022 caused the Waterloo Room damage which in turn caused the suspension of activities in the Room for several weeks. The specialist repairs that were required were covered by the Trust's insurance policy. The Waterloo Room kitchen's flat roof was also replaced and the lead flashing at the rear of the building was replaced.

The Elms still has a number of additional maintenance and preservation requirements. These include damp proofing the eastern aspect of the Waterloo Room, redecorating the Waterloo Room where damage has been caused by water ingress, making good the communal toilet and vestibule, and redecoration of the Waterloo Room including attending to some plaster cracks. In addition, a programme of redecoration elsewhere in The Elms has been started and will continue over the coming years. This will require the use of already dedicated funds and will be the object of future fund-raising activities.

Volunteers, Supporters and Trustees

We were delighted to see our usual fund-raising and community activities return in 2022 after a couple of years when it was not possible to hold them. The summer garden party held in warm sunshine on 6th August was a great success, and the December Christmas Fair was also very well attended. The Christmas tree and carols event for residents from the local community, which followed the Christmas Fair, was also extremely popular. In addition, supporters enjoyed several evening events throughout the year including a games night and a fish and chip supper.



All our fundraising events are run with the help and support of our ever-enthusiastic group of volunteers, who deserve our grateful thanks.

The Manor Trust's Annual General Meeting (AGM) was held in September for the approximate 30 voting members of the Trust with an address by the Trust's Chairman, David Hindley, via remote link. Richard Jones was confirmed as Trustee/Director and there was formal acceptance of the accounts, annual report, and previous minutes.

The Manor Trust welcomes expressions of interest from any potential Trustees as it seeks to set a path forward over the next few years. Anyone interested in becoming a Trustee is invited to contact the Trust Manager via trust.office@manortrust.org.uk or 02392 484444.

Bedhampton Historical Collection (BHC)

The BHC is a significant resource of local history and knowledge. Its collection of local artefacts, documents and pictures is held within a room at The Elms and is managed by a small band of local volunteers. They meet most Wednesday mornings, working on the cataloguing and preservation of the Collection's items. The BHC welcomes visitors (by appointment) and are actively involved in local historical events. The Waterloo Room was open to the public on 11th September for Heritage Open Day. The event was well attended, many visitors enjoyed the impressive display on Bedhampton historic village, the wider Havant area and art depicting scenes by local artists.



The Charity's Policies and Procedures

There are many policies and procedures in place encompassing all aspects of health, safety, safeguarding, security, privacy, finance, GDPR, employment, and human rights. Processes are in place for conducting risk assessments and recruitment checks, with all staff and Trustees being vetted through the Disclosure and Barring Service.

Staff

The Trust has 1 full time employee at The Lodge - the Registered Manager - and 25 part-time employees fulfilling a range of roles including care, management, catering, and maintenance. Procedures for staff recruitment, induction, retention, and training are in accordance with current legislation and in 2022 a total of 4 new staff were recruited. Mandatory training is provided by qualified trainers and health care professionals.

The Trust employs a part-time Trust Manager and a part-time Finance Administrator who deal with the administration of the Manor Trust as a whole.

FINANCIAL REVIEW

Financial position

The Manor Trust's overall income for 2022 was £602,492 which was made up mostly from the fees paid by residents of The Lodge and rents paid by tenants of The Elms. In 2022 it also included Hampshire County Council grants in connection with the COVID pandemic totalling £15,905. The total expenditure for the year was £570,932, giving an overall operating surplus of £31,560. This follows a small operating surplus of just over £8,000 in 2021 which also included exceptional COVID-related grants.

Amongst the income received in 2022 were a total of £19,832 in donations, £2,564 in dividends on investments and £2,825 from fundraising events.

LOOKING AHEAD

In 2023 the Trust intends to pursue its general objectives as previously published, prioritising the wellbeing of residents at The Lodge and endeavouring to maximise income by filling all rooms there. Essential building maintenance and improvements will also be undertaken. More specifically, the Trust intends to update its policies and employee handbook, engage an IT company to meet its IT requirements and closely monitor energy usage to help manage cost increases. More attention will also be given to the appearance of the gardens at The Elms. The Trust also hopes to host an increased number of evening events in the Waterloo Room including talks and music performances as well as offering its facilities for private hire.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The Charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Appointment of New Trustees

The Charity may by ordinary resolution appoint a person who is willing to act as Trustee. This is achieved according to the Memorandum and Articles of the Charity with confirmation of both parties in writing. Under 31. (1) of the Memorandum and Articles, the Trustees may appoint a person who is willing to act to be a Trustee, subject to the validation of that appointment by Members at the next Annual General Meeting.

Officers of the Trust in 2022

Trustees

Mr Graeme Loten
Mr David E Hindley

Dr Richard Jones

Mrs Paula Humby, Trust Manager
Mrs Valerie Moller, Finance Administrator
Contact and Enquiries

Trust Office Telephone: 02392 484 444
Email Trust Manager: trust.office@manortrust.org.uk
Email Finance Administrator: admin2@manortrust.org.uk

The Lodge Telephone: 02392 452 644
Email: lodge.office@manortrust.org.uk

www.manortrust.org.uk

Independent Examiner

S Mackie FCA
Morris Crocker
Chartered Accountants
Station House
North Street
Havant
Hampshire
PO9 1QU

Declarations

The Manor Trust Bedhampton acknowledges that its Trustees are not paid and received no private benefit from the Charity and that no Trustee or person connected with a trustee received any benefit from contribution or donations given to the Charity. In the compiling of this report the Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit.

The Manor Trust is not subject to a statutory audit requirement and as such this is a summary of the achievements of the Charity during the year in relation to its objectives and the impact on its beneficiaries.

Approved by order of the board of trustees on 27 May 2023 and signed on its behalf by:



David Hindley
Trustee/Chair of Board of Directors/Trustees

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE MANOR TRUST BEDHAMPTON**

Independent examiner's report to the trustees of The Manor Trust Bedhampton ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2022.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Stuart Mackie

S Mackie FCA

Morris Crocker
Chartered Accountants
Station House
North Street
Havant
Hampshire
PO9 1QU

Date: 27 May 2023

THE MANOR TRUST BEDHAMPTON

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	Unrestricted fund £	Restricted funds £	2022 Total funds £	2021 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	19,832	-	19,832	12,851
Charitable activities					
Charitable activities	5	575,620	1,651	577,271	509,233
Other trading activities	3	-	2,825	2,825	698
Investment income	4	2,564	-	2,564	2,257
Total		<u>598,016</u>	<u>4,476</u>	<u>602,492</u>	<u>525,039</u>
EXPENDITURE ON					
Raising funds	6	2,101	258	2,359	2,375
Charitable activities					
Charitable activities	7	568,573	-	568,573	514,370
Total		<u>570,674</u>	<u>258</u>	<u>570,932</u>	<u>516,745</u>
Net gains/(losses) on investments		<u>(42,191)</u>	<u>(8,512)</u>	<u>(50,703)</u>	<u>60,462</u>
NET INCOME/(EXPENDITURE)		<u>(14,849)</u>	<u>(4,294)</u>	<u>(19,143)</u>	<u>68,756</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		1,138,619	111,891	1,250,510	1,181,754
TOTAL FUNDS CARRIED FORWARD		<u><u>1,123,770</u></u>	<u><u>107,597</u></u>	<u><u>1,231,367</u></u>	<u><u>1,250,510</u></u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

**BALANCE SHEET
31 DECEMBER 2022**

	Notes	2022 £	2021 £
FIXED ASSETS			
Tangible assets	13	509,092	508,598
Investments	14	623,928	676,990
		1,133,020	1,185,588
CURRENT ASSETS			
Debtors	15	21,748	8,718
Cash at bank and in hand		155,655	139,388
		177,403	148,106
CREDITORS			
Amounts falling due within one year	16	(79,056)	(83,184)
		98,347	64,922
NET CURRENT ASSETS			
TOTAL ASSETS LESS CURRENT LIABILITIES		1,231,367	1,250,510
NET ASSETS		1,231,367	1,250,510
FUNDS			
	18		
Unrestricted funds		1,123,770	1,138,619
Restricted funds		107,597	111,891
TOTAL FUNDS		1,231,367	1,250,510

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2022.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

THE MANOR TRUST BEDHAMPTON

**BALANCE SHEET - continued
31 DECEMBER 2022**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 27 May 2023 and were signed on its behalf by:

A handwritten signature in cursive script, appearing to read 'D. E. Hindley', written in black ink.

Mr D E Hindley - Trustee

THE MANOR TRUST BEDHAMPTON
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	2022 £	2021 £
Cash flows from operating activities			
Cash generated from operations	1	12,744	21,025
Net cash provided by operating activities		<u>12,744</u>	<u>21,025</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(1,399)	(517)
Sale of fixed asset investments		2,358	2,375
Interest received		2,564	2,257
Net cash provided by investing activities		<u>3,523</u>	<u>4,115</u>
Change in cash and cash equivalents in the reporting period			
		16,267	25,140
Cash and cash equivalents at the beginning of the reporting period		<u>139,388</u>	<u>114,248</u>
Cash and cash equivalents at the end of the reporting period		<u><u>155,655</u></u>	<u><u>139,388</u></u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2022**

1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2022 £	2021 £
Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)	(19,143)	68,756
Adjustments for:		
Depreciation charges	906	1,499
Losses/(gain) on investments	50,703	(60,462)
Interest received	(2,564)	(2,257)
(Increase)/decrease in debtors	(13,030)	643
(Decrease)/increase in creditors	(4,128)	12,846
Net cash provided by operations	<u>12,744</u>	<u>21,025</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.22 £	Cash flow £	At 31.12.22 £
Net cash			
Cash at bank and in hand	139,388	16,267	155,655
	<u>139,388</u>	<u>16,267</u>	<u>155,655</u>
Total	<u>139,388</u>	<u>16,267</u>	<u>155,655</u>

THE MANOR TRUST BEDHAMPTON

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

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Houses equipment	- 20% on cost
Other admin equipment	- 20% on cost
Bedhampton Historical Collection	- 20% on cost
Computer equipment	- 25% on cost

Individual fixed assets costing £500 or more are capitalised at cost.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The charity only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable and investments in stocks and shares. The measurement basis used for these instruments is detailed below.

Debtors and cash at bank

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

1. ACCOUNTING POLICIES - continued

Financial instruments

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Cash at bank and in hand included cash held on deposit or in a current account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. DONATIONS AND LEGACIES

	2022	2021
	£	£
Sundry donations received	6,857	2,651
BHL and subsidiary donations	12,975	10,200
	<u>19,832</u>	<u>12,851</u>

3. OTHER TRADING ACTIVITIES

	2022	2021
	£	£
Fundraising events	2,825	698
	<u>2,825</u>	<u>698</u>

4. INVESTMENT INCOME

	2022	2021
	£	£
Dividends received	2,564	2,257
	<u>2,564</u>	<u>2,257</u>

All investment income is derived from assets held in the United Kingdom.

5. INCOME FROM CHARITABLE ACTIVITIES

		2022	2021
	Activity	£	£
The Lodge - Contributions from Residents	Charitable activities	517,720	457,031
The Elms - Contribution from Residents	Charitable activities	41,995	36,611
Grants	Charitable activities	17,556	15,591
		<u>577,271</u>	<u>509,233</u>

Grants received, included in the above, are as follows:

	2022	2021
	£	£
Hampshire County Council Job Retention Scheme	15,905	15,399
	1,651	192
	<u>17,556</u>	<u>15,591</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022

6. RAISING FUNDS

Investment management costs

	2022	2021
	£	£
Portfolio management	2,359	2,375

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs	Support costs (see note 8)	Totals
	£	£	£
Charitable activities	560,463	8,110	568,573

8. SUPPORT COSTS

	Management
	£
Charitable activities	8,110

Support costs, included in the above, are as follows:

Management

	2022 Charitable activities	2021 Total activities
	£	£
Repairs and maintenance copier costs	291	222
Payroll charges	2,611	1,561
Accountancy fees	2,582	2,996
Legal and professional	13	13
Bank charges	20	96
Printing, postage and stationary	617	523
General expenses	1,976	1,050
	8,110	6,461

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2022	2021
	£	£
Depreciation - owned assets	905	1,500
Independent examiner's fee	2,582	2,400

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

Trustees' expenses

During the year no trustees (2021: none) were reimbursed out of pocket expenses (2021: £nil).

11. STAFF COSTS

	2022 £	2021 £
The Lodge - Salaries and wages	349,111	307,208
The Lodge - Social security costs	15,788	16,568
The Lodge - Pension costs	5,045	4,736
The Elms - Salaries and wages	39,255	31,764
The Elms - Social security costs	1,775	1,634
The Elms - Pension costs	660	401
	<u>411,634</u>	<u>367,716</u>

The average monthly number of employees during the year was as follows:

	2022	2021
Retirement living	<u>28</u>	<u>27</u>

No employee received emoluments in excess of £60,000

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	12,851	-	12,851
Charitable activities			
Charitable activities	509,233	-	509,233
Other trading activities	698	-	698
Investment income	1,345	912	2,257
Total	<u>524,127</u>	<u>912</u>	<u>525,039</u>
EXPENDITURE ON			
Raising funds	2,115	260	2,375
Charitable activities			
Charitable activities	514,370	-	514,370
Total	<u>516,485</u>	<u>260</u>	<u>516,745</u>
Net gains on investments	<u>48,859</u>	<u>11,603</u>	<u>60,462</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
NET INCOME	56,501	12,255	68,756
RECONCILIATION OF FUNDS			
Total funds brought forward	1,082,118	99,636	1,181,754
TOTAL FUNDS CARRIED FORWARD	<u>1,138,619</u>	<u>111,891</u>	<u>1,250,510</u>

13. TANGIBLE FIXED ASSETS

	Freehold property £	Houses equipment £	Other admin equipment £
COST			
At 1 January 2022	507,220	36,355	618
Additions	-	1,399	-
At 31 December 2022	<u>507,220</u>	<u>37,754</u>	<u>618</u>
DEPRECIATION			
At 1 January 2022	-	36,355	618
Charge for year	-	280	-
At 31 December 2022	<u>-</u>	<u>36,635</u>	<u>618</u>
NET BOOK VALUE			
At 31 December 2022	<u>507,220</u>	<u>1,119</u>	<u>-</u>
At 31 December 2021	<u>507,220</u>	<u>-</u>	<u>-</u>
	Bedhampton Historical Collection £	Computer equipment £	Totals £
COST			
At 1 January 2022	347	3,974	548,514
Additions	-	-	1,399
At 31 December 2022	<u>347</u>	<u>3,974</u>	<u>549,913</u>
DEPRECIATION			
At 1 January 2022	347	2,596	39,916
Charge for year	-	625	905
At 31 December 2022	<u>347</u>	<u>3,221</u>	<u>40,821</u>
NET BOOK VALUE			
At 31 December 2022	<u>-</u>	<u>753</u>	<u>509,092</u>
At 31 December 2021	<u>-</u>	<u>1,378</u>	<u>508,598</u>

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

14. FIXED ASSET INVESTMENTS

	Listed investments £	Unlisted investments £	Totals £
MARKET VALUE			
At 1 January 2022	636,990	40,000	676,990
Disposals	(2,359)	-	(2,359)
Revaluations	(50,703)	-	(50,703)
	<u>583,928</u>	<u>40,000</u>	<u>623,928</u>
At 31 December 2022	<u>583,928</u>	<u>40,000</u>	<u>623,928</u>
NET BOOK VALUE			
At 31 December 2022	<u>583,928</u>	<u>40,000</u>	<u>623,928</u>
At 31 December 2021	<u>636,990</u>	<u>40,000</u>	<u>676,990</u>

All fixed asset investments are held within the United Kingdom.

Unlisted investments are:

Bedhampton Holdings Limited - 40,000 shares	40,000	40,000
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There is no ready market for these shares.

Cost or valuation at 31 December 2022 is represented by:

	Listed investments £	Unlisted investments £	Totals £
Valuation in 2018	(24,166)	-	(24,166)
Valuation in 2019	56,454	-	56,454
Valuation in 2020	17,535	-	17,535
Valuation in 2021	60,462	-	60,462
Valuation in 2022	(50,703)	-	(50,703)
Cost	<u>524,346</u>	<u>40,000</u>	<u>564,346</u>
	<u>583,928</u>	<u>40,000</u>	<u>623,928</u>

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Trade debtors	64	60
Other debtors	7,014	296
Prepayments	<u>14,670</u>	<u>8,362</u>
	<u>21,748</u>	<u>8,718</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022	2021
	£	£
Trade creditors	2,495	10,693
Social security and other taxes	4,095	3,404
Other creditors	53,762	53,959
Accruals and deferred income	18,704	15,128
	<u>79,056</u>	<u>83,184</u>

Deferred income represents income received in advance for contributions in the next financial year.

	2022	2021
	£	£
Brought forward	17,299	6,001
Amount released to incoming resources	(17,299)	(6,001)
Amount deferred in year	12,383	17,299
Carried forward	<u>12,383</u>	<u>17,299</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund	Restricted funds	2022 Total funds	2021 Total funds
	£	£	£	£
Fixed assets	509,092	-	509,092	508,598
Investments	529,908	94,020	623,928	676,990
Current assets	163,826	13,577	177,403	148,106
Current liabilities	(79,056)	-	(79,056)	(83,184)
	<u>1,123,770</u>	<u>107,597</u>	<u>1,231,367</u>	<u>1,250,510</u>

18. MOVEMENT IN FUNDS

	At 1.1.22	Net movement in funds	At 31.12.22
	£	£	£
Unrestricted funds			
General fund	1,138,619	(14,849)	1,123,770
Restricted funds			
The Waterloo Room Maint. Fund - Income	6,844	-	6,844
The Waterloo Room Maint. Fund - Capital	37,120	(1,120)	36,000
Bedhampton Historical Collection	65,670	(7,650)	58,020
The Lodge Association	1,430	-	1,430
Waterloo Room Roof Appeal	771	2,825	3,596
Picture Framing	56	-	56
Job Retention Scheme	-	1,651	1,651
	<u>111,891</u>	<u>(4,294)</u>	<u>107,597</u>
TOTAL FUNDS	<u>1,250,510</u>	<u>(19,143)</u>	<u>1,231,367</u>

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

18. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	598,016	(570,674)	(42,191)	(14,849)
Restricted funds				
The Waterloo Room Maint. Fund - Capital	-	-	(1,120)	(1,120)
Bedhampton Historical Collection	-	(258)	(7,392)	(7,650)
Waterloo Room Roof Appeal	2,825	-	-	2,825
Job Retention Scheme	1,651	-	-	1,651
	<u>4,476</u>	<u>(258)</u>	<u>(8,512)</u>	<u>(4,294)</u>
TOTAL FUNDS	<u><u>602,492</u></u>	<u><u>(570,932)</u></u>	<u><u>(50,703)</u></u>	<u><u>(19,143)</u></u>

Comparatives for movement in funds

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
Unrestricted funds			
General fund	1,082,118	56,501	1,138,619
Restricted funds			
The Waterloo Room Maint. Fund - Income	5,932	912	6,844
The Waterloo Room Maint. Fund - Capital	33,040	4,080	37,120
Bedhampton Historical Collection	58,407	7,263	65,670
The Lodge Association	1,430	-	1,430
Waterloo Room Roof Appeal	771	-	771
Picture Framing	56	-	56
	<u>99,636</u>	<u>12,255</u>	<u>111,891</u>
TOTAL FUNDS	<u><u>1,181,754</u></u>	<u><u>68,756</u></u>	<u><u>1,250,510</u></u>

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

18. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	524,127	(516,485)	48,859	56,501
Restricted funds				
The Waterloo Room Maint. Fund - Income	912	-	-	912
The Waterloo Room Maint. Fund - Capital	-	-	4,080	4,080
Bedhampton Historical Collection	-	(260)	7,523	7,263
	<u>912</u>	<u>(260)</u>	<u>11,603</u>	<u>12,255</u>
TOTAL FUNDS	<u><u>525,039</u></u>	<u><u>(516,745)</u></u>	<u><u>60,462</u></u>	<u><u>68,756</u></u>

The Waterloo Room Maintenance Income Fund - Under the terms of a legacy, this income arising from the capital fund is to be applied solely for the maintenance of The Waterloo Room at The Elms House.

Waterloo Room Maintenance Capital Fund - Under the terms of a legacy, this is the capital fund providing the income.

Bedhampton Historical Collection - In memory of the late Cynthia Hoy. A bequest of £50,000 was provided from the estate of Mrs C D Hoy to create this historical collection. To this has been added the proceeds of sale of certain assets of the estate, plus interest earned on bank deposit monies lent on secured loan.

Waterloo Room Roof/ Redecor. Appeal - this appeal is ongoing and the funds are being raised to go towards the repair of the WLR roof and redecorating of the room itself in due course.

Picture Framing Sponsorship (BHC) - these funds were raised by the Bedhampton Historical Collection group to fund the reframing of some of the historical collection pictures at The Elms.

The Lodge Association - these funds are an accumulation of donations from previous deceased Lodge residents families to The Lodge staff members in gratitude to them for the care given to their family member. The fund is managed by The Trust and is used to contribute to staff gifts, Christmas lunches, etc.

19. EMPLOYEE BENEFIT OBLIGATIONS

During the year the charitable company operated a defined contribution pension scheme for its employees. The charge for the year was £5,705 (2021: £5,189). The amount outstanding with the scheme as the balance sheet date was £1,021 (2021: £779).

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2022**

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2022.

21. ULTIMATE CONTROLLING PARTY

The charitable company is not under the control of another entity or any one individual.

THE MANOR TRUST BEDHAMPTON

England & Wales - Charity number 1116034

Accounts

REGISTERED COMPANY NUMBER: 05480101 (England and Wales)
REGISTERED CHARITY NUMBER: 1116034

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021
FOR
THE MANOR TRUST BEDHAMPTON**

THE MANOR TRUST BEDHAMPTON

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FOR THE YEAR ENDED 31 DECEMBER 2021**

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THE MANOR TRUST BEDHAMPTON
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of 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 Manor Trust, founded in 1967 by Bernard Stanley and Cynthia Hoy, is a small local charity operating in the beautiful conservation village of Old Bedhampton in Havant, Hampshire. The origins and the history of the Trust are well documented in the Bedhampton Historical Collection at The Elms. The Trust's Patron is General the Lord Richards of Herstmonceux and its Vice-Presidents are Mr Richard Pratt and Mr Alan Mak MP.

The Manor Trust is both a charity, registered with the Charity Commission, and a registered company. Our Annual Report for 2021 is, like last year's, heavily influenced by the effects of the covid-19 pandemic, its lockdowns, the restrictions on our usual activities and events and the disruptions felt in particular by our care home, The Lodge. Whilst we avoided the very worst scenarios at The Lodge, the care home was impacted by staff absences due to illness or isolation and our residents' visitors were obliged to comply with numerous protocols in order to see their loved ones.

OBJECTIVES AND ACTIVITIES

Objectives and aims

The **Manor Trust's Objectives** remained as follows:

1. To provide safe and comfortable accommodation in the Trust's properties for the older person and provide quality care for the frail elderly.
2. To preserve, maintain and promote for the benefit of the public, The Trust's Grade II* listed building known as The Elms and the Waterloo Room, a Regency Banqueting Hall with Tower.
3. To foster and promote the social and historic ambience of Old Bedhampton.
4. To help and encourage education in the community.

Public benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. The trustees refer to public benefit throughout this report.

The Manor Trust Governing Committee comprised the Trustees, with one Trustee as Chair, the Trust Manager, the Trust Finance Administrator and the Registered Manager of The Lodge. The usual schedule of monthly meetings in the Waterloo Room was disrupted due to Covid-19 with some decisions being taken remotely or by email.

THE MANOR TRUST BEDHAMPTON
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

ACHIEVEMENT AND PERFORMANCE

The Manor Trust's principal activities surround its two owned properties.

The Lodge is the Charity's Care Home, registered to provide residential care for 14 dependent and frail older people. The Lodge offers a safe, homely, and friendly environment where residents are encouraged to be as independent as possible. Residents and visitors enjoy the use of the gardens in warmer weather. The Lodge staff team are experienced in providing care and support to those with a range of complex care needs. Digital care plans are created and updated in response to the individual and changing needs of each Resident.

In November 2021 we welcomed Emma Vallender as the new Manager of The Lodge, replacing Renate Ditton. Within weeks of her arrival the home was hit by the effects of the Omicron variant of covid, with several staff and some residents succumbing to the virus and an even greater effect on staff absences, especially over the Christmas and New Year period. But although visits had to be restricted for some weeks, the care home continued to offer all the usual activities to our residents, and we are immensely grateful to staff, residents and their families for their cooperation and forbearance during this trying time.

Throughout 2021 The Lodge operated at almost full capacity with only 1-2 room vacancies at any one time. It was assisted by grants of over £15,000 from Hampshire County Council to defray the costs of the visitors' testing regime and hygiene requirements. Towards the end of the year, as we dared to look at a future less affected by covid, plans were put in place for the full refurbishment of the kitchen as well as an upgraded training schedule for staff and a revamp of The Lodge's file-keeping and other administrative procedures.

The Elms, located next door to The Lodge in the centre of Bedhampton, is a Grade II* listed building more than 200 years old. As well as hosting the administrative offices of the Trust, it also offers 5 self-contained apartments to residential tenants. They benefit from the use of the well-stocked library, the historic Waterloo Room and the extensive gardens, although once again the pandemic meant that these were not as well-used for fund-raising and community activities as in a normal year. Nevertheless, the community café, the weekly lunch club, some outside hirings and regular meetings of the Bedhampton Historical Collection did manage more gatherings in 2021 than in 2020.

One of the apartments in The Elms became vacant during the year and we took the opportunity to give it a thorough upgrade of its facilities at a total cost of about £11,000 before letting it out to a new resident shortly before the end of the year. Four of the five apartments have now been substantially refurbished in recent years. The Elms' gardens were also given more attention, much of it from volunteers and residents of The Elms themselves, and a dead cedar tree which dominated one half of the front garden was cut back to a stump, reducing the danger of falling branches and bringing in more light.

Volunteers, Supporters and Trustees

As in 2020, the pandemic meant that the number of fund-raising activities held by the Trust was greatly reduced, although we did manage to host a small Christmas Fayre on 4th December with the help of our ever-enthusiastic group of volunteers.

A downsized version of the Annual General Meeting (AGM) was held in September for the approximate 30 voting members of the Trust which saw an address by the Trust's new Chairman, David Hindley, and acceptance of the accounts and annual report. Graeme Loten and Mike Case were also confirmed as Trustee/Directors, although very sadly Mike died a few months later, having served the Trust, and the village of Bedhampton more generally, for many years. Also, in December the Trust welcomed a new Trustee, long-standing village resident Richard Jones. As ever, the Manor Trust welcomes expressions of interest from any potential Trustees as it seeks to set a path forward over the next few years.

Bedhampton Historical Collection (BHC)

The BHC is a significant resource of local history and knowledge. Its collection of local artefacts, documents and pictures is held within a room at The Elms and is managed by a small band of local volunteers. They met as often as they could in 2021 working on the cataloguing and preservation of the Collection's items. The BHC usually welcomes visitors (by appointment) and are actively involved in local historical events.

The Charity's Policies and Procedures

THE MANOR TRUST BEDHAMPTON
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

There are many policies and procedures in place encompassing all aspects of health, safety, safeguarding, security, privacy, finance, GDPR, employment, and human rights. Processes are in place for conducting risk assessments and recruitment checks, with all staff and Trustees being vetted through the Disclosure and Barring Service.

Staff

The Trust has 1 full time employee at The Lodge - the Registered Manager - and 25 part-time employees fulfilling a range of roles including care, management, catering, and maintenance. Procedures for staff recruitment, induction, retention, and training are in accordance with current legislation and in 2021 a total of 8 new staff were recruited. Mandatory training is provided by qualified trainers and health care professionals.

The Trust employs a part-time Trust Manager and a part-time Finance Administrator who deal with the administration of the Manor Trust as a whole. Along with their colleagues at The Lodge, their work continued unabated during the pandemic, much of it in-person in the Trust office.

FINANCIAL REVIEW

Financial position

With the pandemic still affecting activities at The Lodge and continuing to disrupt local fund-raising, both income and expenditure came in rather lower than for previous years. The overall income for 2021 was £525,039 affected mostly by vacancies at both The Lodge and The Elms and the reduced frequency of fund-raising activities. Total expenditure for the year was £516,745.

Amongst the income received were a total of £12,851 in donations, £2,257 in dividends on investments and £15,591 in special local authority grants to cover some covid-related costs.

Bernard Stanley

Everyone associated with the Manor Trust was deeply saddened by the passing, in October 2021, of its co-founder, Mr Bernard Stanley after some years of ill health and at the age of 90. Bernard had founded the Charity over 50 years ago with Cynthia Hoy when they first bought the property named The Manor House in Old Bedhampton (for the princely sum of £15,000) for the purposes of offering residential care to elderly members of the community. A solicitor by profession, Bernard retained his links with the Trust by remaining a Trustee for many years and even after that was a regular attendee at the weekly lunch club and at all of the Trust's fund-raising events. The Board intend to mark Bernard's and Cynthia's association with the Trust by dedicating a part of the garden at the Elms in their memory.

LOOKING AHEAD

In the special circumstances of 2021, the Trust's priorities were to keep its operations at both The Lodge and The Elms going rather than making concrete plans for the future. Its plans for the future therefore remain as previously published.

- o To continue to prioritise the health, safety and wellbeing of our residents and staff.
- o To seek to maximise income by getting all rooms in The Lodge occupied.
- o To maintain financial security by managing resources effectively.
- o To undertake essential building maintenance and improvements as required.
- o To reach out to prospective trustees and new supporters via marketing platforms and open events as and when allowed.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

THE MANOR TRUST BEDHAMPTON
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

STRUCTURE, GOVERNANCE AND MANAGEMENT

Appointment of new trustees

The Appointment of a Trustee by PCC

The power of appointing one trustee is conferred on the Parochial Church Council of St Thomas Bedhampton, under a procedure determined by the council. This has been the case for the past 53 years. However, should the PCC not choose to exercise this power, the Charity is able to continue, as long as this does not affect the minimum or maximum number set for Trustees.

The Appointment of Remaining Trustees

The Charity may by ordinary resolution appoint a person who is willing to act as Trustee. This is achieved according to the Memorandum and Articles of the Charity with confirmation of both parties in writing. Under 31. (1) of the Memorandum and Articles, the Trustees may appoint a person who is willing to act to be a Trustee, subject to the validation of that appointment by Members at the next Annual General Meeting.

New Trustees

It is the Board's wish to expand by the addition of one or more Trustees to share the oversight responsibilities. We continue to advertise via the Trust website and other appropriate websites. All applicants and appointments are subject to satisfactory references and DBS checks. Anyone interested in becoming a Trustee is invited to write to the Trust Manager at the email address below.

Officers of the Trust in 2021

Mr David Hindley, Chair of the Board of Trustees since December 2020.

Mr Michael Case, Trustee (died December 2021)

Mr Graeme Loten, Trustee

Dr Richard Jones, Trustee (since December 2021)

Mrs Paula Humby, Trust Manager

Mrs Valerie Moller, Finance Administrator

Contact and Enquiries

Trust Office Telephone: 02392 484 444

Trust Manager: trust.office@manortrust.org.uk

Finance Administrator: admin2@manortrust.org.uk

The Lodge Telephone: 02392 452 644

Email: lodge.office@manortrust.org.uk

www.manortrust.org.uk

Declarations

The Manor Trust Bedhampton acknowledges that its Trustees are not paid and received no private benefit from the Charity and that no Trustee or person connected with a trustee received any benefit from contribution or donations given to the Charity. In the compiling of this report the Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit.

The Manor Trust is not subject to a statutory audit requirement and as such this is a summary of the achievements of the Charity during the year in relation to its objectives and the impact on its beneficiaries.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

05480101 (England and Wales)

Registered Charity number

1116034

THE MANOR TRUST BEDHAMPTON
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2021

Registered office

The Elms
2 Lower Road
Old Bedhampton
Havant
Hants
PO9 3LH

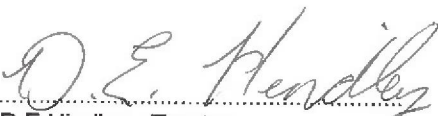
Trustees

Mr M Case (deceased 30.11.2021)
Mr G Loten
Mr D E Hindley
Dr R Jones (appointed 10.12.2021)

Independent Examiner

S Mackie
FCA
Morris Crocker
Chartered Accountants
Station House
North Street
Havant
Hampshire
PO9 1QU

Approved by order of the board of trustees on*26 August 22*..... and signed on its behalf by:


.....
Mr D E Hindley - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE MANOR TRUST BEDHAMPTON**

Independent examiner's report to the trustees of The Manor Trust Bedhampton ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCA which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



S Mackie
FCA
Morris Crocker
Chartered Accountants
Station House
North Street
Havant
Hampshire
PO9 1QU

Date: 26th August 2022

THE MANOR TRUST BEDHAMPTON

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted fund £	Restricted funds £	2021 Total funds £	2020 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	12,851	-	12,851	18,316
Charitable activities					
Charitable activities	5	509,233	-	509,233	529,814
Other trading activities	3	698	-	698	488
Investment income	4	1,345	912	2,257	3,610
Total		<u>524,127</u>	<u>912</u>	<u>525,039</u>	<u>552,228</u>
EXPENDITURE ON					
Raising funds	6	2,115	260	2,375	-
Charitable activities					
Charitable activities	7	514,370	-	514,370	543,637
Total		<u>516,485</u>	<u>260</u>	<u>516,745</u>	<u>543,637</u>
Net gains on investments		<u>48,859</u>	<u>11,603</u>	<u>60,462</u>	<u>17,535</u>
NET INCOME		<u>56,501</u>	<u>12,255</u>	<u>68,756</u>	<u>26,126</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>1,082,118</u>	<u>99,636</u>	<u>1,181,754</u>	<u>1,155,628</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>1,138,619</u></u>	<u><u>111,891</u></u>	<u><u>1,250,510</u></u>	<u><u>1,181,754</u></u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

**BALANCE SHEET
31 DECEMBER 2021**

	Notes	2021 £	2020 £
FIXED ASSETS			
Tangible assets	13	508,598	509,580
Investments	14	676,990	618,903
		1,185,588	1,128,483
CURRENT ASSETS			
Debtors	15	8,718	9,361
Cash at bank and in hand		139,388	114,248
		148,106	123,609
CREDITORS			
Amounts falling due within one year	16	(83,184)	(70,338)
		64,922	53,271
NET CURRENT ASSETS			
		1,250,510	1,181,754
TOTAL ASSETS LESS CURRENT LIABILITIES			
		1,250,510	1,181,754
NET ASSETS			
		1,250,510	1,181,754
FUNDS			
	18		
Unrestricted funds		1,138,619	1,082,118
Restricted funds		111,891	99,636
		1,250,510	1,181,754
TOTAL FUNDS			
		1,250,510	1,181,754

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

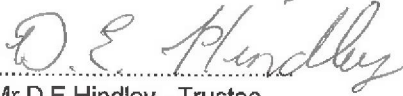
THE MANOR TRUST BEDHAMPTON

BALANCE SHEET - continued
31 DECEMBER 2021

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on and were signed on its behalf by:

26th August 22



Mr D E Hindley - Trustee

THE MANOR TRUST BEDHAMPTON
CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2021

Notes	2021 £	2020 £
Cash flows from operating activities		
Cash generated from operations 1	21,025	19,400
Net cash provided by operating activities	<u>21,025</u>	<u>19,400</u>
Cash flows from investing activities		
Purchase of tangible fixed assets	(517)	(1,986)
Sale of fixed asset investments	2,375	-
Interest received	2,257	3,610
Net cash provided by investing activities	<u>4,115</u>	<u>1,624</u>
Change in cash and cash equivalents in the reporting period		
	25,140	21,024
Cash and cash equivalents at the beginning of the reporting period	<u>114,248</u>	<u>93,224</u>
Cash and cash equivalents at the end of the reporting period	<u><u>139,388</u></u>	<u><u>114,248</u></u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2021

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2021 £	2020 £
Net income for the reporting period (as per the Statement of Financial Activities)	68,756	26,126
Adjustments for:		
Depreciation charges	1,499	1,482
Gain on investments	(60,462)	(17,535)
Interest received	(2,257)	(3,610)
Decrease in debtors	643	1,959
Increase in creditors	12,846	10,978
Net cash provided by operations	<u>21,025</u>	<u>19,400</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.21 £	Cash flow £	At 31.12.21 £
Net cash			
Cash at bank and in hand	114,248	25,140	139,388
	<u>114,248</u>	<u>25,140</u>	<u>139,388</u>
Total	<u>114,248</u>	<u>25,140</u>	<u>139,388</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Houses equipment	- 20% on cost
Other admin equipment	- 20% on cost
Bedhampton Historical Collection	- 20% on cost
Computer equipment	- 25% on cost

Individual fixed assets costing £500 or more are capitalised at cost.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The charity only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable and investments in stocks and shares. The measurement basis used for these instruments is detailed below.

Debtors and cash at bank

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

1. ACCOUNTING POLICIES - continued

Financial instruments

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Cash at bank and in hand included cash held on deposit or in a current account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. DONATIONS AND LEGACIES

	2021	2020
	£	£
Sundry donations received	2,651	6,002
BHL and subsidiary donations	10,200	12,150
Friends' membership subscriptions	-	164
	<u>12,851</u>	<u>18,316</u>

3. OTHER TRADING ACTIVITIES

	2021	2020
	£	£
Fundraising events	698	488
	<u>698</u>	<u>488</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	-	1,281
Dividends received	2,257	2,329
	<u>2,257</u>	<u>3,610</u>

All investment income is derived from assets held in the United Kingdom.

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

5. INCOME FROM CHARITABLE ACTIVITIES

	Activity	2021 £	2020 £
The Lodge - Contributions from Residents	Charitable activities	457,031	465,396
The Elms - Contribution from Residents	Charitable activities	36,611	36,398
Grants	Charitable activities	15,591	28,020
		<u>509,233</u>	<u>529,814</u>

Grants received, included in the above, are as follows:

	2021 £	2020 £
Hampshire County Council Job Retention Scheme	15,399	25,896
	192	2,124
	<u>15,591</u>	<u>28,020</u>

6. RAISING FUNDS

Investment management costs

	2021 £	2020 £
Portfolio management	2,375	-
	<u>2,375</u>	<u>-</u>

7. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 8) £	Totals £
Charitable activities	507,909	6,461	514,370
	<u>507,909</u>	<u>6,461</u>	<u>514,370</u>

8. SUPPORT COSTS

Charitable activities	Management £ <u>6,461</u>
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THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

8. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

Management

	2021 Charitable activities £	2020 Total activities £
Advertising	-	360
Repairs and maintenance copier costs	222	50
Payroll charges	1,561	5,087
Accountancy fees	2,996	3,000
Legal and professional	13	-
Bank charges	96	102
Printing, postage and stationary	523	732
General expenses	1,050	2,277
	<u>6,461</u>	<u>11,608</u>

9. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation - owned assets	1,500	1,482
Independent examiner's fee	2,400	2,400
	<u>2,400</u>	<u>2,400</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

Trustees' expenses

During the year no trustees (2020: none) were reimbursed out of pocket expenses (2020: £nil).

11. STAFF COSTS

	2021 £	2020 £
The Lodge - Salaries and wages	307,208	315,159
The Lodge - Social security costs	16,568	14,034
The Lodge - Pension costs	4,736	4,907
The Elms - Salaries and wages	31,764	31,725
The Elms - Social security costs	1,634	1,401
The Elms - Pension costs	401	490
	<u>362,311</u>	<u>367,716</u>

The average monthly number of employees during the year was as follows:

	2021	2020
Retirement living	<u>27</u>	<u>27</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

11. STAFF COSTS - continued

No employees received emoluments in excess of £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	17,936	380	18,316
Charitable activities			
Charitable activities	527,690	2,124	529,814
Other trading activities	488	-	488
Investment income	2,596	1,014	3,610
Total	548,710	3,518	552,228
EXPENDITURE ON			
Charitable activities			
Charitable activities	541,265	2,372	543,637
Net gains on investments	13,730	3,805	17,535
NET INCOME	21,175	4,951	26,126
RECONCILIATION OF FUNDS			
Total funds brought forward	1,060,942	94,686	1,155,628
TOTAL FUNDS CARRIED FORWARD	1,082,117	99,637	1,181,754

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

13. TANGIBLE FIXED ASSETS

	Freehold property £	Houses equipment £	Other admin equipment £
COST			
At 1 January 2021	507,220	36,355	618
Additions	-	-	-
Disposals	-	-	-
At 31 December 2021	<u>507,220</u>	<u>36,355</u>	<u>618</u>
DEPRECIATION			
At 1 January 2021	-	35,849	618
Charge for year	-	506	-
Eliminated on disposal	-	-	-
At 31 December 2021	<u>-</u>	<u>36,355</u>	<u>618</u>
NET BOOK VALUE			
At 31 December 2021	<u>507,220</u>	<u>-</u>	<u>-</u>
At 31 December 2020	<u>507,220</u>	<u>506</u>	<u>-</u>

	Bedhampton Historical Collection £	Computer equipment £	Totals £
COST			
At 1 January 2021	347	15,361	559,901
Additions	-	518	518
Disposals	-	(11,905)	(11,905)
At 31 December 2021	<u>347</u>	<u>3,974</u>	<u>548,514</u>
DEPRECIATION			
At 1 January 2021	347	13,507	50,321
Charge for year	-	994	1,500
Eliminated on disposal	-	(11,905)	(11,905)
At 31 December 2021	<u>347</u>	<u>2,596</u>	<u>39,916</u>
NET BOOK VALUE			
At 31 December 2021	<u>-</u>	<u>1,378</u>	<u>508,598</u>
At 31 December 2020	<u>-</u>	<u>1,854</u>	<u>509,580</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

14. FIXED ASSET INVESTMENTS

	Listed investments £	Unlisted investments £	Totals £
MARKET VALUE			
At 1 January 2021	578,903	40,000	618,903
Disposals	(2,375)	-	(2,375)
Revaluations	60,462	-	60,462
	<u>636,990</u>	<u>40,000</u>	<u>676,990</u>
At 31 December 2021	636,990	40,000	676,990
NET BOOK VALUE			
At 31 December 2021	<u>636,990</u>	<u>40,000</u>	<u>676,990</u>
At 31 December 2020	<u>578,903</u>	<u>40,000</u>	<u>618,903</u>

All fixed asset investments are held within the United Kingdom.

Unlisted investments are:

Bedhampton Holdings Limited - 40,000 shares	40,000	40,000
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There is no ready market for these shares.

Cost or valuation at 31 December 2021 is represented by:

	Listed investments £	Unlisted investments £	Totals £
Valuation in 2018	(24,166)	-	(24,166)
Valuation in 2019	56,454	-	56,454
Valuation in 2020	17,535	-	17,535
Valuation in 2021	60,462	-	60,462
Cost	526,705	40,000	566,705
	<u>636,990</u>	<u>40,000</u>	<u>676,990</u>

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade debtors	60	-
Other debtors	296	296
Prepayments	8,362	9,065
	<u>8,718</u>	<u>9,361</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

16. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021	2020
	£	£
Trade creditors	10,693	5,259
Social security and other taxes	3,404	3,985
Other creditors	53,959	40,537
Accruals and deferred income	15,128	20,557
	<u>83,184</u>	<u>70,338</u>

Deferred income represents income received in advance for contributions in the next financial year.

	2021	2020
	£	£
Brought forward	17,299	6,001
Amount released to incoming resources	(17,299)	(6,001)
Amount deferred in year	12,383	17,299
Carried forward	<u>12,383</u>	<u>17,299</u>

17. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund	Restricted funds	2021 Total funds	2020 Total funds
	£	£	£	£
Fixed assets	508,598	-	508,598	509,580
Investments	574,200	102,790	676,990	618,903
Current assets	139,005	9,101	148,106	123,609
Current liabilities	(83,184)	-	(83,184)	(70,338)
	<u>1,138,619</u>	<u>111,891</u>	<u>1,250,510</u>	<u>1,181,754</u>

18. MOVEMENT IN FUNDS

	At 1.1.21	Net movement in funds	At 31.12.21
	£	£	£
Unrestricted funds			
General fund	1,082,118	56,501	1,138,619
Restricted funds			
The Waterloo Room Maint. Fund - Income	5,932	912	6,844
The Waterloo Room Maint. Fund - Capital	33,040	4,080	37,120
Bedhampton Historical Collection	58,407	7,263	65,670
The Lodge Association	1,430	-	1,430
Waterloo Room Roof Appeal	771	-	771
Picture Framing	56	-	56
	<u>99,636</u>	<u>12,255</u>	<u>111,891</u>
TOTAL FUNDS	<u>1,181,754</u>	<u>68,756</u>	<u>1,250,510</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021

18. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	524,127	(516,485)	48,859	56,501
Restricted funds				
The Waterloo Room Maint. Fund - Income	912	-	-	912
The Waterloo Room Maint. Fund - Capital	-	-	4,080	4,080
Bedhampton Historical Collection	-	(260)	7,523	7,263
	<u>912</u>	<u>(260)</u>	<u>11,603</u>	<u>12,255</u>
TOTAL FUNDS	<u>525,039</u>	<u>(516,745)</u>	<u>60,462</u>	<u>68,756</u>

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	1,060,942	21,176	1,082,118
Restricted funds			
The Waterloo Room Maint. Fund - Income	4,918	1,014	5,932
The Waterloo Room Maint. Fund - Capital	33,120	(80)	33,040
Bedhampton Historical Collection	54,522	3,885	58,407
The Lodge Association	1,549	(119)	1,430
Waterloo Room Roof Appeal	521	250	771
Picture Framing	56	-	56
	<u>94,686</u>	<u>4,950</u>	<u>99,636</u>
TOTAL FUNDS	<u>1,155,628</u>	<u>26,126</u>	<u>1,181,754</u>

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

18. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	548,710	(541,264)	13,730	21,176
Restricted funds				
The Waterloo Room Maint. Fund - Income	1,014	-	-	1,014
The Waterloo Room Maint. Fund - Capital	-	-	(80)	(80)
Bedhampton Historical Collection	-	-	3,885	3,885
The Lodge Association	130	(249)	-	(119)
Waterloo Room Roof Appeal	250	-	-	250
Job Retention Scheme	2,124	(2,124)	-	-
	<u>3,518</u>	<u>(2,373)</u>	<u>3,805</u>	<u>4,950</u>
TOTAL FUNDS	<u><u>552,228</u></u>	<u><u>(543,637)</u></u>	<u><u>17,535</u></u>	<u><u>26,126</u></u>

The Waterloo Room Maintenance Income Fund - Under the terms of a legacy, this income arising from the capital fund is to be applied solely for the maintenance of The Waterloo Room at The Elms House.

Waterloo Room Maintenance Capital Fund - Under the terms of a legacy, this is the capital fund providing the income.

Bedhampton Historical Collection - In memory of the late Cynthia Hoy. A bequest of £50,000 was provided from the estate of Mrs C D Hoy to create this historical collection. To this has been added the proceeds of sale of certain assets of the estate, plus interest earned on bank deposit monies lent on secured loan.

Waterloo Room Roof/ Redecor. Appeal - this appeal is ongoing and the funds are being raised to go towards the repair of the WLR roof and redecorating of the room itself in due course.

Picture Framing Sponsorship (BHC) - these funds were raised by the Bedhampton Historical Collection group to fund the reframing of some of the historical collection pictures at The Elms.

The Lodge Association - these funds are an accumulation of donations from previous deceased Lodge residents families to The Lodge staff members in gratitude to them for the care given to their family member. The fund is managed by The Trust and is used to contribute to staff gifts, Christmas lunches, etc.

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2021**

19. EMPLOYEE BENEFIT OBLIGATIONS

During the year the charitable company operated a defined contribution pension scheme for its employees. The charge for the year was £5,189 (2020: £5,397). The amount outstanding with the scheme as the balance sheet date was £779 (2020: £1,059).

20. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2021.

21. ULTIMATE CONTROLLING PARTY

The charitable company is not under the control of another entity or any one individual.

THE MANOR TRUST BEDHAMPTON

England & Wales - Charity number 1116034

Accounts

REGISTERED COMPANY NUMBER: 05480101 (England and Wales)
REGISTERED CHARITY NUMBER: 1116034

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020
FOR
THE MANOR TRUST BEDHAMPTON**

THE MANOR TRUST BEDHAMPTON

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FOR THE YEAR ENDED 31 DECEMBER 2020**

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www.manortrust.org.uk

Charity No: 1116034. Registered Company No: 05480101
The Manor Trust Bedhampton (A company limited by guarantee)
Registered Office: The Elms, 2 Lower Road, Bedhampton, Hants, PO9 3LH.

Trustees' Report for the Year Ended 31 December 2020

The Manor Trust, founded in 1967 by Bernard Stanley and Cynthia Hoy is a small local charity operating in the beautiful conservation village of Old Bedhampton in Havant, Hampshire. The origins and the history of the Trust are well documented in the Bedhampton Historical Collection at The Elms. The Trust's Patron is General, The Lord Richards of Herstmonceux.

Our annual report is a little more concise this year due to many of our usual activities and events being disrupted by the impact of Covid-19 and the lockdown in the UK. Nevertheless, the Manor Trust's main responsibility, The Lodge care home, continued operating throughout the pandemic without any case of Covid-19 being reported amongst the residents.

So much has changed in a year and yet the principles underlying our approach as a charitable Trust remain the same.

The Charity's Objectives:

1. To provide safe and comfortable accommodation in the Trust's properties for the older person and provide quality care for the frail elderly.
2. To preserve, maintain and promote for the benefit of the public, The Trust's Grade II Star Listed building known as The Elms and the Waterloo Room, a Regency Banqueting Hall with Tower.
3. To foster and promote the social and historic ambience of Old Bedhampton.
4. To help and encourage education in the community.

The Manor Trust Governing Committee comprised the Trustees, with one Trustee acting as chair, the Trust Manager, and the Lodge Registered Manager. The usual schedule of monthly meetings in the Waterloo Room was disrupted due to Covid-19 and meetings were held remotely or decisions taken by email.

Principal Activities surround the two properties:

The Lodge is the Charity's Residential Care Home, registered to provide care for 14 dependent, and frail older people. The Lodge offers a safe, homely, and friendly environment where residents are encouraged to be as independent as possible. Residents and visitors enjoy the use of the gardens in warmer weather. The Lodge staff team are experienced in providing care and support to those with a range of complex care needs. Digital care plans are created and updated in response to the individual and changing needs of each Resident.



Some refurbishment was carried out to the Home at a cost of £18,000. This included replacing carpets in several residents' rooms and a complete bathroom refurbishment which saw the installation of a new shower and speciality bath.

Maintaining contact with residents' relatives and other care professionals has been especially important during the past year and this was aided by the facilitation of safe visiting procedures according to government guidance. Visits have been accommodated either in the Lodge gardens or in the newly created visitor room.

With help from government grants awarded to maintain infection control within care homes, the office and staff changing room were relocated to enable the creation of a much-needed Covid Safe Residents visiting room.

Throughout 2020 the Lodge management and staff team has shown remarkable commitment in ensuring the safeguarding and wellbeing of residents, often in difficult circumstances. Staff also helped keep Residents entertained by providing many different art and craft workshops and activities during a time when the usual recreational activities and visitors were not permitted.

Staff training and comprehensive in-house policies and procedures in line with Government and Care Quality Commission advice has helped to keep the Home free from Covid-19. The continued support of our donors and well-wishers for the Manor Trust is very much appreciated by the Trust staff and by the trustees. When the PPE Appeal for the Lodge was put on the website, many organisations and individual supporters generously donated not once but twice, allowing the purchase of a good supply of PPE materials long before the subsequent government grants to care homes were received. This saw the Lodge through the most difficult of times when PPE was scarce and expensive.

The Elms is over 200 years old and is an important Grade II Star Listed Building. This impressive building is partly residential with 5 residents living within individual apartments. Elms residents can use the well-stocked library, the gardens and the Waterloo Room and participate in Trust activities and events if they wish.

One of the apartments became vacant during 2020 and benefited from being redecorated and having a bathroom refurbishment before it was re-let. Another apartment had some improvements made to its kitchen. These upgrades have cost in the region of £8,000, and include plumbing, electrics, and fire safety installations. One Elms apartment requires some refurbishment when practical.

Volunteers and Supporters

Sadly, we saw many of our usual activities, room bookings and community events having to be cancelled because of the pandemic, but our volunteers and supporters are willing and eager to return as soon as it is possible to do so.

When we were able to hold some public events in the Waterloo Room at the beginning of last year, the Lunch Club was fully booked each week and the newly launched Elms Community Café attracted both regular and new customers. Both these events are run by our group of dedicated volunteers and provide members of the local and wider community with home cooked food, good company, and conversation. The Waterloo Room was also

used by the local U3A history group. The importance of properly maintaining the Elms, utilising the Waterloo Room for community events and more and ensuring its longevity and its fitness for purpose is paramount.



The 2020 AGM was held under special conditions in the Waterloo Room on Wednesday 28th October. It was attended by Trustees and the Trust Manager but because of the rules on gatherings was not attended by other members. Instead, members were sent the relevant documents and asked to submit their postal votes prior to the meeting. Members voted to confirm the Directors appointment of trustee David Hindley. The appointment of Morris Crocker as the Trust's accountants was formally noted and a change to the Trust's rules allowed for future AGMs to be held remotely if necessary.

Trustees

Susan Maclaurin-Pratt retired from her roles of Trustee, Chair of the Board and also the Nominated Individual for The Lodge in December 2020. We sincerely thank Sue for her commitment to the charity over 38 years, particularly her dedication to The Lodge.

With Sue's departure the Board of Trustees consisted of three trustees. The articles of association provide for a minimum of three and a maximum of 8 trustees. The trustees are responsible for establishing and monitoring internal control systems within the Trust. They review the major risks which may impact on the operations of the Trust on an ongoing basis and are satisfied that the system of internal controls currently in place is adequate, whilst recognising that it is designed to manage rather than eliminate risk. Internal controls are reviewed on an ongoing basis as part of the day-to-day risk management process within the Trust.

Looking forward, the Manor Trust would benefit from having more people on the Board of Trustees to help it to fulfil its roles.

The Charity's Main Income

The charity's main income comes from the residents' contributions. The Trust's investments, donations, occasional room hire, and fundraising activities also contribute to the overall income.

Members, Friends and Volunteers

The charity has 30 voting members and around 100 supporters some of whom help with fundraising activities when they are able.

Bedhampton Historical Collection (BHC)

The Bedhampton Historical Collection is a significant resource of local history and knowledge. The small history room, full of local artefacts and documents is located within the Elms. The BHC is run by five volunteers who meet weekly to acquire, catalogue and preserve historical artefacts and papers of local interest. The BHC team usually welcomes visitors (by appointment) to the history room and are actively involved in National Heritage Open events. However, BHC activities were severely restricted during 2020.

The Charity's Policies and Procedures

There are many policies and procedures in place encompassing all aspects of health, safety, safeguarding security, privacy, finance, GDPR, employment, and Human rights. Processes are in place for conducting risk assessments and recruitment checks, with all staff and trustees being vetted through the Disclosure and Barring Service.

Staff

The Trust has 1 full time employee - the Registered Manager at the Lodge - and 25 part-time employees fulfilling a range of roles including care, management, catering, and maintenance at the Lodge. Procedures for staff recruitment, induction, retention, and training are in accordance with current legislation. Mandatory training is provided by qualified trainers and health care professionals.

In addition, the Trust employs a part-time Trust Manager and a part-time Administrator/Accountant dealing with the administration of the Manor Trust as a whole.

Financial constraints

Interest rates on cash deposits remain low, but occasional compensation comes from investments. The charity's fundraising activities were seriously disrupted by the lockdown in the UK and provided very little support during 2020. Income at The Lodge was also affected due to having two rooms vacant for majority of the year.

However, a 10% increase in contributions for council funded residents provided an additional £4,558 from HCC.

Financial Review

The overall income for 2020 was £552,228, this figure includes £25,896 of Government funding, given to all care homes to help towards Covid-19 infection control. The funds had to spent on very specific cost categories which had to be reported and any unspent funds against those categories have to be returned at the end of the funding period. The Job Retention Scheme helped support the Trust with the topping up of wages whilst care staff were isolating as a precaution (before testing was available) £2,124 was received for this purpose.

The total expenditure for the year was £543,637.

Income from Trust fundraising activities totalled £488 which was £1,600 less than the funds generated in 2019.

The charity gratefully received the sum of £7,500 from Littlestone Properties and £3,150 from Bedhampton Charitable Trust. We were overwhelmed to receive £3,270 from our supporters towards the Lodge PPE appeal.

Looking ahead

The impact of Covid-19 is being deeply felt by all organisations and the people and communities they serve. At the time of writing, it is too early to fully understand the impact of the pandemic and the associated financial, social, and emotional impact it has had, but over the year ahead we will adapt our thinking and priorities in response to changing circumstances. On that basis these are our initial plans for the year ahead.

- To continue to prioritise the health, safety and wellbeing of our residents and staff.
- To seek to maximise income by getting all rooms in The Lodge occupied.
- To maintain financial security by managing resources effectively.
- To undertake essential building maintenance and improvements as required.
- To reach out to prospective trustees and new supporters via marketing platforms and open events as and when allowed.

Appointment of new Trustees

The Appointment of a Trustee by PCC

The power of appointing one trustee is conferred on the Parochial Church Council of St Thomas Bedhampton, under a procedure determined by the council. This has been the case for the past 53 years. However, should the PCC not choose to exercise this power, the Charity is able to continue, as long as this does not affect the minimum or maximum number set for Trustees.

The Appointment of Remaining Trustees

The Charity may by ordinary resolution appoint a person who is willing to act as trustee. This is achieved according to the Memorandum and Articles of the charity with confirmation of both parties in writing. Under 31. (1) of the Memorandum and Articles, the trustees may appoint a person who is willing to act to be a trustee, however, the appointed trustee must retire at the next annual general meeting, unless their appointment is validated by ordinary resolution by Members at the next AGM.

Procurement of a new Trustee

It is the Manor Trust policy to invite a suitable member of the public, known to the Members or trustees to become a trustee. On occasions we have advertised for trustees via the Trust website and via the Reach volunteer website. All applicants and appointments are subject to satisfactory references and DBS checks.

Officers of the Trust in 2020

Mrs Susan Maclaurin Pratt	Chair of the Trustee Board, retired December 2020.
Mr Michael Case	Trustee
Mr Graeme Loten	Trustee
Mr David Hindley	Trustee
Mrs Paula Humby	Trust Manager
Mrs Valerie Moller	Finance Administrator

Contact and Enquiries

Trust Office Telephone: 02392 484 444

Email Trust Manager: trust.office@manortrust.org.uk

Email Finance Administrator: admin2@manortrust.org.uk

The Lodge Telephone: 02392 452 644

Email: lodge.office@manortrust.org.uk

www.manortrust.org.uk

Declarations

The Manor Trust Bedhampton acknowledges that the trustees are not paid and received no private benefit from the charity and that no trustee or person connected with a trustee received any benefit from contribution or donations given to the charity. In the compiling of this report the trustees confirm that they have had regard to the Charity Commission's guidance on public benefit.

The Manor Trust is not subject to a statutory audit requirement and as such this is a summary of the achievements of the charity during the year in relation to its objectives and the impact on its beneficiaries.

Signed



David Hindley

Trustee/Chair of Board of Directors/Trustees

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
THE MANOR TRUST BEDHAMPTON**

Independent examiner's report to the trustees of The Manor Trust Bedhampton ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2020.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCCA which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



P Underwood
FCCA
Morris Crocker
Chartered Accountants
Station House
North Street
Havant
Hampshire
PO9 1QU

Date: 7 Sept 2021

THE MANOR TRUST BEDHAMPTON

STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted fund £	Restricted funds £	2020 Total funds £	2019 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	17,936	380	18,316	17,682
Charitable activities					
Charitable activities	5	527,690	2,124	529,814	495,956
Other trading activities	3	488	-	488	2,111
Investment income	4	<u>2,596</u>	<u>1,014</u>	<u>3,610</u>	<u>3,112</u>
Total		548,710	3,518	552,228	518,861
EXPENDITURE ON					
Charitable activities					
Charitable activities	6	541,265	2,372	543,637	543,304
Net gains on investments		<u>13,730</u>	<u>3,805</u>	<u>17,535</u>	<u>56,454</u>
NET INCOME		21,175	4,951	26,126	32,011
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>1,060,942</u>	<u>94,686</u>	<u>1,155,628</u>	<u>1,123,617</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>1,082,117</u></u>	<u><u>99,637</u></u>	<u><u>1,181,754</u></u>	<u><u>1,155,628</u></u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

**BALANCE SHEET
31 DECEMBER 2020**

	Notes	2020 £	2019 £
FIXED ASSETS			
Tangible assets	12	509,580	509,076
Investments	13	<u>618,903</u>	<u>601,368</u>
		1,128,483	1,110,444
CURRENT ASSETS			
Debtors	14	9,361	11,320
Cash at bank and in hand		<u>114,248</u>	<u>93,224</u>
		123,609	104,544
CREDITORS			
Amounts falling due within one year	15	(70,338)	(59,360)
		<u>53,271</u>	<u>45,184</u>
NET CURRENT ASSETS			
		<u>53,271</u>	<u>45,184</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		1,181,754	1,155,628
NET ASSETS			
		<u>1,181,754</u>	<u>1,155,628</u>
FUNDS	17		
Unrestricted funds		1,082,118	1,060,942
Restricted funds		<u>99,636</u>	<u>94,686</u>
TOTAL FUNDS			
		<u>1,181,754</u>	<u>1,155,628</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2020 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

**BALANCE SHEET - continued
31 DECEMBER 2020**

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 1st September 2021..... and were signed on its behalf by:



.....
Mr D E Hindley - Trustee

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020

Notes	2020 £	2019 £
Cash flows from operating activities		
Cash generated from operations 1	<u>19,400</u>	<u>(16,438)</u>
Net cash provided by/(used in) operating activities	<u>19,400</u>	<u>(16,438)</u>
Cash flows from investing activities		
Purchase of tangible fixed assets	(1,986)	-
Purchase of fixed asset investments	-	(399,965)
Sale of fixed asset investments	-	451,664
Interest received	<u>3,610</u>	<u>3,112</u>
Net cash provided by investing activities	<u>1,624</u>	<u>54,811</u>
Change in cash and cash equivalents in the reporting period		
	21,024	38,373
Cash and cash equivalents at the beginning of the reporting period	<u>93,224</u>	<u>54,851</u>
Cash and cash equivalents at the end of the reporting period	<u>114,248</u>	<u>93,224</u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

NOTES TO THE CASH FLOW STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2020

1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES	2020	2019
	£	£
Net income for the reporting period (as per the Statement of Financial Activities)	26,126	32,011
Adjustments for:		
Depreciation charges	1,482	4,333
Gain on investments	(17,535)	(56,454)
Interest received	(3,610)	(3,112)
Decrease/(increase) in debtors	1,959	(1,167)
Increase in creditors	<u>10,978</u>	<u>7,951</u>
Net cash provided by/(used in) operations	<u>19,400</u>	<u>(16,438)</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.20	Cash flow	At 31.12.20
	£	£	£
Net cash			
Cash at bank and in hand	<u>93,224</u>	<u>21,024</u>	<u>114,248</u>
	<u>93,224</u>	<u>21,024</u>	<u>114,248</u>
Total	<u>93,224</u>	<u>21,024</u>	<u>114,248</u>

The notes form part of these financial statements

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Houses equipment	- 20% on cost
Other admin equipment	- 20% on cost
Bedhampton Historical Collection	- 20% on cost
Computer equipment	- 25% on cost

Individual fixed assets costing £500 or more are capitalised at cost.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Financial instruments

The charity only enters into basic financial instruments transactions that result in the recognition of financial assets and liabilities like trade and other accounts receivable and payable and investments in stocks and shares. The measurement basis used for these instruments is detailed below.

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES - continued

Financial instruments

Debtors and cash at bank

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Cash at bank and in hand included cash held on deposit or in a current account.

Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2. DONATIONS AND LEGACIES

	2020	2019
	£	£
Sundry donations received	6,002	4,998
BHL and subsidiary donations	12,150	12,500
Friends' membership subscriptions	<u>164</u>	<u>184</u>
	<u>18,316</u>	<u>17,682</u>

3. OTHER TRADING ACTIVITIES

	2020	2019
	£	£
Fundraising events	488	505
Coffee morning/winter warmer fayre	-	605
Garden party	<u>-</u>	<u>1,001</u>
	<u>488</u>	<u>2,111</u>

4. INVESTMENT INCOME

	2020	2019
	£	£
Deposit account interest	1,281	85
Dividends received	<u>2,329</u>	<u>3,027</u>
	<u>3,610</u>	<u>3,112</u>

All investment income is derived from assets held in the United Kingdom.

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

5. INCOME FROM CHARITABLE ACTIVITIES

		2020 £	2019 £
The Lodge - Contributions from Residents	Charitable activities	465,396	459,326
The Elms - Contribution from Residents	Charitable activities	36,398	36,630
Grants	Charitable activities	<u>28,020</u>	<u>-</u>
		<u>529,814</u>	<u>495,956</u>

Grants received, included in the above, are as follows:

	2020 £	2019 £
Hampshire County Council	25,896	-
Job Retention Scheme	<u>2,124</u>	<u>-</u>
	<u>28,020</u>	<u>-</u>

6. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 7) £	Totals £
Charitable activities	<u>532,029</u>	<u>11,608</u>	<u>543,637</u>

7. SUPPORT COSTS

	Management £
Charitable activities	<u>11,608</u>

Support costs, included in the above, are as follows:

Management

	2020 Charitable activities £	2019 Total activities £
Advertising	360	445
Repairs and maintenance copier costs	50	2,549
Payroll charges	5,087	2,575
Accountancy fees	3,000	2,460
Legal and professional	-	5,348
Bank charges	102	208
Printing, postage and stationary	732	442
General expenses	2,277	771
Depreciation of tangible and heritage assets	<u>-</u>	<u>2,436</u>
	<u>11,608</u>	<u>17,234</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2020	2019
	£	£
Depreciation - owned assets	1,482	4,333
Independent examiner's fee	<u>2,400</u>	<u>2,400</u>

9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

During the year no trustees (2019: none) were reimbursed out of pocket expenses (2019: £nil).

10. STAFF COSTS

	2020	2019
	£	£
The Lodge - Salaries and wages	315,159	308,330
The Lodge - Social security costs	14,034	12,962
The Lodge - Pension costs	4,907	4,410
The Elms - Salaries and wages	31,725	31,511
The Elms - Social security costs	1,401	1,385
The Elms - Pension costs	<u>490</u>	<u>451</u>
	<u>367,716</u>	<u>359,049</u>

The average monthly number of employees during the year was as follows:

	2020	2019
Retirement living	<u>27</u>	<u>27</u>

No employees received emoluments in excess of £60,000.

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund	Restricted funds	Total funds
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	14,318	3,364	17,682
Charitable activities			
Charitable activities	495,956	-	495,956
Other trading activities	2,111	-	2,111
Investment income	<u>2,112</u>	<u>1,000</u>	<u>3,112</u>
Total	514,497	4,364	518,861

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted fund £	Restricted funds £	Total funds £
EXPENDITURE ON			
Charitable activities			
Charitable activities	540,008	3,296	543,304
Net gains on investments	<u>41,867</u>	<u>14,587</u>	<u>56,454</u>
NET INCOME	16,356	15,655	32,011
Transfers between funds	<u>40,965</u>	<u>(40,965)</u>	<u>-</u>
Net movement in funds	57,321	(25,310)	32,011
RECONCILIATION OF FUNDS			
Total funds brought forward	1,003,621	119,996	1,123,617
TOTAL FUNDS CARRIED FORWARD	<u><u>1,060,942</u></u>	<u><u>94,686</u></u>	<u><u>1,155,628</u></u>
12. TANGIBLE FIXED ASSETS			
	Freehold property £	Houses equipment £	Other admin equipment £
COST			
At 1 January 2020	507,220	36,355	618
Additions	<u>-</u>	<u>-</u>	<u>-</u>
At 31 December 2020	<u>507,220</u>	<u>36,355</u>	<u>618</u>
DEPRECIATION			
At 1 January 2020	-	35,231	618
Charge for year	<u>-</u>	<u>618</u>	<u>-</u>
At 31 December 2020	<u>-</u>	<u>35,849</u>	<u>618</u>
NET BOOK VALUE			
At 31 December 2020	<u><u>507,220</u></u>	<u><u>506</u></u>	<u><u>-</u></u>
At 31 December 2019	<u><u>507,220</u></u>	<u><u>1,124</u></u>	<u><u>-</u></u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

12. TANGIBLE FIXED ASSETS - continued

	Bedhampton Historical Collection £	Computer equipment £	Totals £
COST			
At 1 January 2020	347	13,375	557,915
Additions	-	1,986	1,986
At 31 December 2020	<u>347</u>	<u>15,361</u>	<u>559,901</u>
DEPRECIATION			
At 1 January 2020	347	12,643	48,839
Charge for year	-	864	1,482
At 31 December 2020	<u>347</u>	<u>13,507</u>	<u>50,321</u>
NET BOOK VALUE			
At 31 December 2020	<u>-</u>	<u>1,854</u>	<u>509,580</u>
At 31 December 2019	<u>-</u>	<u>732</u>	<u>509,076</u>

13. FIXED ASSET INVESTMENTS

	Listed investments £	Unlisted investments £	Totals £
MARKET VALUE			
At 1 January 2020	561,368	40,000	601,368
Revaluations	17,535	-	17,535
At 31 December 2020	<u>578,903</u>	<u>40,000</u>	<u>618,903</u>
NET BOOK VALUE			
At 31 December 2020	<u>578,903</u>	<u>40,000</u>	<u>618,903</u>
At 31 December 2019	<u>561,368</u>	<u>40,000</u>	<u>601,368</u>

All fixed asset investments are held within the United Kingdom.

Unlisted investments are:

Bedhampton Holdings Limited - 40,000 shares	40,000	40,000
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There is no ready market for these shares.

THE MANOR TRUST BEDHAMPTON

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020**

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2020	2019
		£	£
Trade debtors		-	4,178
Other debtors		296	296
Prepayments		<u>9,065</u>	<u>6,846</u>
		<u>9,361</u>	<u>11,320</u>

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR		2020	2019
		£	£
Trade creditors		5,259	3,964
Social security and other taxes		3,985	8,584
Other creditors		40,537	38,411
Accruals and deferred income		<u>20,557</u>	<u>8,401</u>
		<u>70,338</u>	<u>59,360</u>

Deferred income represents income received in advance for contributions in the next financial year.

		2020	2019
		£	£
Brought forward		6,001	-
Amount released to incoming resources		(6,001)	-
Amount deferred in year		<u>17,299</u>	<u>6,001</u>
Carried forward		<u>17,299</u>	<u>6,001</u>

16. ANALYSIS OF NET ASSETS BETWEEN FUNDS			2020	2019
	Unrestricted fund	Restricted funds	Total funds	Total funds
	£	£	£	£
Fixed assets	509,580	-	509,580	509,076
Investments	527,456	91,447	618,903	601,368
Current assets	115,420	8,189	123,609	104,544
Current liabilities	<u>(70,338)</u>	<u>-</u>	<u>(70,338)</u>	<u>(59,360)</u>
	<u>1,082,118</u>	<u>99,636</u>	<u>1,181,754</u>	<u>1,155,628</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

17. MOVEMENT IN FUNDS

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
Unrestricted funds			
General fund	1,060,942	21,176	1,082,118
Restricted funds			
The Waterloo Room Maint. Fund - Income	4,918	1,014	5,932
The Waterloo Room Maint. Fund - Capital	33,120	(80)	33,040
Bedhampton Historical Collection	54,522	3,885	58,407
The Lodge Association	1,549	(119)	1,430
Waterloo Room Roof Appeal	521	250	771
Picture Framing	56	-	56
	<u>94,686</u>	<u>4,950</u>	<u>99,636</u>
TOTAL FUNDS	<u>1,155,628</u>	<u>26,126</u>	<u>1,181,754</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	548,710	(541,264)	13,730	21,176
Restricted funds				
The Waterloo Room Maint. Fund - Income	1,014	-	-	1,014
The Waterloo Room Maint. Fund - Capital	-	-	(80)	(80)
Bedhampton Historical Collection	-	-	3,885	3,885
The Lodge Association	130	(249)	-	(119)
Waterloo Room Roof Appeal	250	-	-	250
Job Retention Scheme	<u>2,124</u>	<u>(2,124)</u>	<u>-</u>	<u>-</u>
	<u>3,518</u>	<u>(2,373)</u>	<u>3,805</u>	<u>4,950</u>
TOTAL FUNDS	<u>552,228</u>	<u>(543,637)</u>	<u>17,535</u>	<u>26,126</u>

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted funds				
General fund	1,003,621	16,356	40,965	1,060,942
Restricted funds				
The Waterloo Room Maint. Fund - Income	4,650	268	-	4,918
The Waterloo Room Maint. Fund - Capital	24,560	8,560	-	33,120
The Elms Maint. Fund - Capital	40,000	-	(40,000)	-
Bedhampton Historical Collection	50,786	4,701	(965)	54,522
The Lodge Association	-	1,549	-	1,549
Waterloo Room Roof Appeal	-	521	-	521
Picture Framing	-	56	-	56
	<u>119,996</u>	<u>15,655</u>	<u>(40,965)</u>	<u>94,686</u>
TOTAL FUNDS	<u>1,123,617</u>	<u>32,011</u>	<u>-</u>	<u>1,155,628</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	514,497	(540,008)	41,867	16,356
Restricted funds				
The Waterloo Room Maint. Fund - Income	1,000	(732)	-	268
The Waterloo Room Maint. Fund - Capital	-	-	8,560	8,560
Bedhampton Historical Collection	-	(1,326)	6,027	4,701
The Lodge Association	2,568	(1,019)	-	1,549
Waterloo Room Roof Appeal	521	-	-	521
Picture Framing	275	(219)	-	56
	<u>4,364</u>	<u>(3,296)</u>	<u>14,587</u>	<u>15,655</u>
TOTAL FUNDS	<u>518,861</u>	<u>(543,304)</u>	<u>56,454</u>	<u>32,011</u>

The Waterloo Room Maintenance Income Fund - Under the terms of a legacy, this income arising from the capital fund is to be applied solely for the maintenance of The Waterloo Room at The Elms House.

Waterloo Room Maintenance Capital Fund - Under the terms of a legacy, this is the capital fund providing the income.

THE MANOR TRUST BEDHAMPTON

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

17. MOVEMENT IN FUNDS - continued

Bedhampton Historical Collection - In memory of the late Cynthia Hoy. A bequest of £50,000 was provided from the estate of Mrs C D Hoy to create this historical collection. To this has been added the proceeds of sale of certain assets of the estate, plus interest earned on bank deposit monies lent on secured loan.

Waterloo Room Roof/ Redecor. Appeal - this appeal is ongoing and the funds are being raised to go towards the repair of the WLR roof and redecorating of the room itself in due course.

Picture Framing Sponsorship (BHC) - these funds were raised by the Bedhampton Historical Collection group to fund the reframing of some of the historical collection pictures at The Elms.

The Lodge Association - these funds are an accumulation of donations from previous deceased Lodge residents families to The Lodge staff members in gratitude to them for the care given to their family member. The fund is managed by The Trust and is used to contribute to staff gifts, Christmas lunches, etc.

18. EMPLOYEE BENEFIT OBLIGATIONS

During the year the charitable company operated a defined contribution pension scheme for its employees. The charge for the year was £5,397 (2019: £4,860). The amount outstanding with the scheme as the balance sheet date was £1,059 (2019: £nil).

19. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

20. ULTIMATE CONTROLLING PARTY

The charitable company is not under the control of another entity or any one individual.