

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.

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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

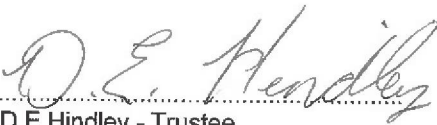
Trustees

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

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
		<u>1,185,588</u>	<u>1,128,483</u>
CURRENT ASSETS			
Debtors	15	8,718	9,361
Cash at bank and in hand		139,388	114,248
		<u>148,106</u>	<u>123,609</u>
CREDITORS			
Amounts falling due within one year	16	(83,184)	(70,338)
NET CURRENT ASSETS		<u>64,922</u>	<u>53,271</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>1,250,510</u>	<u>1,181,754</u>
NET ASSETS		<u>1,250,510</u>	<u>1,181,754</u>
FUNDS	18		
Unrestricted funds		1,138,619	1,082,118
Restricted funds		111,891	99,636
TOTAL FUNDS		<u>1,250,510</u>	<u>1,181,754</u>

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.

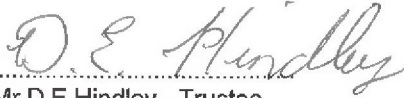
THE MANOR TRUST BEDHAMPTON

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		<u>25,140</u>	<u>21,024</u>
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 notes form part of these financial statements

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	<u>698</u>	<u>488</u>

4. INVESTMENT INCOME

	2021	2020
	£	£
Deposit account interest	-	1,281
Dividends received	<u>2,257</u>	<u>2,329</u>
	<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	15,399	25,896
Job Retention Scheme	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

	Management £
Charitable activities	6,461
	<u>6,461</u>

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>3,900</u>	<u>3,882</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	507,220	36,355	618
DEPRECIATION			
At 1 January 2021	-	35,849	618
Charge for year	-	506	-
Eliminated on disposal	-	-	-
At 31 December 2021	-	36,355	618
NET BOOK VALUE			
At 31 December 2021	507,220	-	-
At 31 December 2020	507,220	506	-
	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	347	3,974	548,514
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	347	2,596	39,916
NET BOOK VALUE			
At 31 December 2021	-	1,378	508,598
At 31 December 2020	-	1,854	509,580

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
	<hr/>	<hr/>	<hr/>
At 31 December 2021	636,990	40,000	676,990
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 31 December 2021	636,990	40,000	676,990
	<hr/>	<hr/>	<hr/>
At 31 December 2020	578,903	40,000	618,903
	<hr/>	<hr/>	<hr/>

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
	<hr/>	<hr/>	<hr/>
	636,990	40,000	676,990
	<hr/>	<hr/>	<hr/>

15. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

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

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	<u>12,383</u>	<u>17,299</u>
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><u>525,039</u></u>	<u><u>(516,745)</u></u>	<u><u>60,462</u></u>	<u><u>68,756</u></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><u>1,155,628</u></u>	<u><u>26,126</u></u>	<u><u>1,181,754</u></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>552,228</u>	<u>(543,637)</u>	<u>17,535</u>	<u>26,126</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.