

Trustees of Harveys and Jubilee Homes
Registered charity no 1123124 Almshouse Association no 1382

Annual Report 2023/24

The charity known as Harveys and Jubilee Homes (HJH) is governed by a Scheme of the Charity Commission dated 22nd January 2008. It incorporates two previous almshouse charities: The Charities of Richard Harvey (Harveys charity no 235173) and Jubilee Memorial Cottages (204496). The object of the charity is the provision of housing accommodation for persons who are in need, hardship or distress resident in the area of benefit (the ancient parish of Chard namely Chard, Tatworth, Forton and part of Wadeford) and in the case of Jubilee Memorial bungalows persons of more than 60 years of age. The Charity owns two freehold properties held by the Official Custodian of charities: Harveys in High Street, Chard, TA20 1QJ and two bungalows numbers 5 and 6 Jubilee Close, Chard, TA20 2DH.

The Charity of Richard Harvey was founded by the will of Richard Harvey dated 17th July 1663 and incorporates the bequests of Florence Spicer and Agnes May Chaffey. The original Jubilee Memorial Cottages (one building with 4 bed-sits) were built in Crimchard in 1902 on a plot called Waggs Pond to commemorate the diamond jubilee of Queen Victoria in 1897 but were replaced with two modern bungalows in 2005.

The Charity Commission Scheme governing HJH stated there would be seven co-opted Trustees and two ex-officio Trustees but the number of co-opted Trustees was reduced to five from 22nd January 2014. All seven co-opted Trustees appointed by the Charity Commission were Trustees of one or both the previous trusts. The ex-officio Trustees are the Mayor of Chard and the Vicar of St Marys Chard for the time being.

The Trustees who served all this year were Mesdames Le Taylor, Rev Vye (vicar) and Messrs Arnold (chairman), Froom, and Glanvill. On 13th September Ms Philippa Glastonvill was co-opted as a Trustee to replace Mr Carl Anderson who had died earlier in the year. On 13th December Richard Arnold and Michael Froom were co-opted for a further term of four years. The Mayor, Cllr Garry Shortland, took up his position as an ex-officio Trustee from 9th May.

The Trustees' office and correspondence address is the home of the clerk Mr Anthony Prior, 38 Monmouth Court, Chard T20 1HQ who conducts the day to day management of the charity. At their March 2023 meeting the Trustees appointed Mr Adrian Clifford as their independent examiner of the accounts.

Public benefit requirement for charities: the provision of almshouse accommodation for those in need provides an identifiable public benefit which is directly in line with the founding trusts of Harveys and Jubilee Homes. The Trustees seek applicants whose housing need is not met or is inadequately met by statutory authorities or who are unable to obtain or maintain their own property. The Trustees, contrary to many private landlords, advertise that they are willing to accept housing allowance recipients who tend to be the less well off and thus the Trustees are fulfilling the obligations of their trusts.

The Trustees have no serious incident to report.

The Trustees held pre-arranged quarterly meetings in June, September and December 2023 and March 2024. Mr Arnold and Ms Le Taylor were re-elected chairman and vice-chairman respectively at the first meeting of the year (13th March 2024) as required by the Charity Commission Scheme.

At the 7th June 2023 meeting the Trustees adopted both the independently examined accounts and the annual report for the year 2022/2023. The Trustees were presented with a financial report at every meeting showing income and expenditure to date.

In December 2023 the Trustees reviewed their policies (except for finance) including an amended Disaster Recovery Plan, and accepted they were fit for purpose.

In March the Trustees reviewed their policy on pets at Harveys, as described in the Residents' Handbook, and adjusted it in the light of the Renters Reform Bill.

At their March 2024 meeting the Trustees confirmed their Financial and Investment policies and agreed that current free reserves should be in the range of £10,000 to £15,000 and adopted a budget for 2024/25 which included £12,000 for the Emergency Repair Fund, £10,000 for the Cyclical Maintenance Fund and an increase in Weekly Maintenance Contributions as discussed in December.

During the course of the year the kitchens in flats 6 and 7 were refurbished and upgrading had been approved for flat 5 together with new carpets in flats 5, 7 and 8. Bungalow 5 had been redecorated throughout.

A new security lock was installed at Harveys on 19th March 2024 and the boilers, fire alarm and smoke detectors were regularly serviced. A new two year gas and electricity contract for Harveys had been signed with British Gas. Updated Energy Performance Certificates had been commissioned for both Harveys and the Jubilee Bungalows.

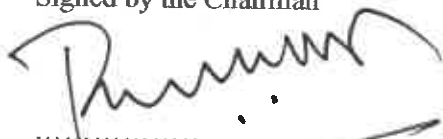
The clerk had attended a training seminar organised by the Almshouse Association and later in the year the new Trustee Ms Philippa Glastonvill had attended a similar course.

Looking into the future the Trustees, at their December meeting, considered a report from the clerk entitled "Maintenance Money and Management". They decided (i) to postpone the Quinquennial Review due in 2024 in the light of the considerable work carried out in recent years (ii) to increase the weekly maintenance contributions from £80 to £100 from 1st April 2024 (iii) as to management the Trustees favoured the current situation of a self-employed clerk providing an office and clerical and management services.

The Trustees continued with their quarterly visits to their residents and joined them for the annual lunch on 28th February 2024 at the Hornsbury Mill.

The Trust remained a member of the Almshouse Association and its Gazette was circulated among the Trustees and emails from the Association along with the Charity Commission News were forwarded to the Trustees by the clerk.

Signed by the Chairman



.....
5th June 2024



Charity name **Harveys and Jubilee Homes**

Charity number (if any)

1 1 2 3 1 2 4

For the period from (start date) to

0 1 0 4 2 3

(end date)

3 1 0 3 2 4

Section A

Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--|---|------------------------------------|----------------------------------|
| A1 Receipts | | | | | |
| CONTRIBUTIONS | 41449 | | | | 43260 |
| TRUST FUNDS | 1025 | | | | 920 |
| INTEREST | 1177 | | | | 1037 |
| NEWSHINTS | 250 | | | | 250 |
| SUNDRY | 95 | | | | |
| SERVICES (940) | 10210 | | | | 4289 |
| SCCSP | 258 | | | | 237 |
| Sub total | 54464 | | | | 49943 |
| A2 Asset and investment sales, etc | | | | | |
| Total receipts | 54464 | | | | 49943 |
| A3 Payments | | | | | |
| INSURANCE | 2758 | | | | 2345 |
| COMMUNAL EXPENSES | 5661 | | | | 4313 |
| REPAIR & MAINTENANCE | 20634 | | | | 9166 |
| ADMINISTRATION | 545 | | | | 372 |
| CLERK | 4632 | | | | 4436 |
| SUNDRIES | 1206 | | | | 396 |
| GAS | 8118 | | | | 5706 |
| SCCSP | 260 | | | | 415 |
| Sub total | 43814 | | | | 27179 |
| A4 Asset and investment purchases, etc | 11000 | | | | 10000 |
| Total payments | 54814 | | | | 37179 |
| Net of receipts/(payments) | (350) | | | | 12766 |
| A5 Transfers between funds | 10000 | | | | |
| A6 Cash funds last year end | 33587 | | | | 20828 |
| Cash funds this year end | 23237 | | | | 33587 |

Section B

Statement of assets and liabilities at the end of the period

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ |
|--|---|---|--|
|--|---|---|--|

B1 Cash funds

Details

| | | | |
|-----------|-------|--|--|
| MAT. WEST | 22473 | | |
| CCLA CDP | 764 | | |
| | | | |
| | | | |
| | 23237 | | |

Total cash funds

(agree balances with receipts and payments account(s))

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ |
|--|---|---|--|
|--|---|---|--|

Details

| | | | |
|--|--|--|--|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

B2 Other monetary assets

Details

| | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|--------------|-----------------------------|-----------------|--------------------------|
| M29 CHARITIE | CHF | | 26588 |
| --- | ERE | | 420027 |
| --- | TRUST FD | | 23889 |
| CCLA | CHF | | 10721 |
| | | | |

B3 Investment assets

Details

| | Fund to which asset belongs | Cost (optional) | Current value (optional) |
|--|-----------------------------|-----------------|--------------------------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

B4 Assets retained for the charity's own use

Details

| | Fund to which liability relates | Amount due (optional) | When due (optional) |
|--|---------------------------------|-----------------------|---------------------|
| | | | |
| | | | |
| | | | |
| | | | |

B5 Liabilities

Signed by one or two trustees on behalf

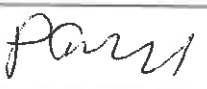
Signature Print name

Date of approval of all the trustees



MICHAEL FROOM

05/06/24



PHILIPPA GASTONVILLE

05/06/24

Independent Examiner's Report on the Accounts

CC57(b)

Receipts and Payment Accounts

Report to the trustees/members of

HARVEYS AND JUSTICE HOMES

Registered charity number
(optional)

1 1 2 3 1 2 4

On accounts for the year ended

3 1 0 3 2 4

Set out on pages

1 AND 2

Respective responsibilities of
trustees and examiner

As the charity's trustees you are responsible for the preparation of the accounts; you consider that the audit requirement of section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under section 43(7)(b) of the Act, whether particular matters have come to my attention.

Basis of independent examiner's
report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's
statement

In connection with my examination, no matter has come to my attention (other than that disclosed overleaf *):

(1) which gives me reasonable cause to believe that in any material respect the requirements


- to keep accounting records in accordance with section 41 of the Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act

have not been met; or

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

* Please delete the words in brackets if they do not apply.

Signed



Date

18 APR 2024

Name

ADRIAN CLIFFORD

Relevant professional qualification
or body (if any)

ASSOC INSTITUTE OF BANKERS

Address

3 CUFFS MEAD

FORTON

CHARD

SOMERSET TA 20 2NQ.