

# LINGFIELD UNITED TRUST

England & Wales · Charity number 1150971

## Details

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**Status** Registered

**Legal form** Charitable company

**Company number** [08296570](#)

**Registered** 2013-02-26

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

## Contact

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**Address** 129 Station Road  
Lingfield  
Surrey  
RH7 6DZ

**Phone** 07989229248

**Email** [jacquiosullivan@btinternet.com](mailto:jacquiosullivan@btinternet.com)

**Website** <http://www.lingfieldunitedtrust.org/index.html>

## Activities

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**Objects:** TO RELIEVE THE NEEDS OF POOR PERSONS OF GOOD CHARACTER WHO ARE AGED OR INFIRM AND HAVE RESIDED IN THE PARISH OF LINGFIELD, SURREY INCLUDING BALDWINS HILL AND DORMANSLAND, IN PARTICULAR BUT NOT EXCLUSIVELY THROUGH:1) THE PROVISION AND MAINTENANCE OF ALMSHOUSE ACCOMMODATION;2) THE PROVISION OF GRANTS.

**Activities:** Provides and maintains almshouses. Grant giving to cases for assistance

## Classification

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- **How:** Makes Grants To Individuals, Provides Buildings/facilities/open Space
- **What:** General Charitable Purposes, The Prevention Or Relief Of Poverty, Accommodation/housing
- **Who:** Elderly/old People

## Geography

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- Surrey

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-11-30	£26,688	£25,787	-	-
2023-11-30	£39,504	£44,095	-	-
2022-11-30	£23,210	£3,262	-	-
2021-11-30	£29,897	£24,887	-	-
2020-11-30	£37,384	£50,472	-	-

## Trustees

Name	Role	Appointed
Anne Van Vliet		2026-01-28
GILLIAN MARY WILLIAMS		2021-01-22
Pamela Anne Kurk		2026-01-28
Paul Guy Foster Wilkin		2024-06-19
RICHARD MURRAY YOUNG		2021-01-22
Rev Ian Whitley		2021-06-16
Rosemary Williams		2025-07-01
Ruth Hackett		2024-06-19
Stephanie Dickson		2026-01-28

## Linked charities

- THE ARTHUR PAUL GIFT (1150971-1)

**LINGFIELD UNITED TRUST**

England & Wales - Charity number 1150971

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# Accounts

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Registered number: 08296570

Charity number: 1150971

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**Lingfield United Trust**

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**UNAUDITED ACCOUNTS**

**FOR THE YEAR ENDED 30 NOVEMBER 2024**

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**Prepared By:**

Unsworth's Accountancy Services Ltd

Chartered Certified

39 Stockwell Road

East Grinstead

West Sussex

RH19 4BD

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**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 30 NOVEMBER 2024**

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**TRUSTEES**

Mrs M. Wardell (Chairman - resigned 19 June 2024)  
Mrs G. Williams (appointed joint Chair on 19 June 2024)  
Mr R. Young (appointed joint Chair on 19 June 2024)  
Mrs S. Martin  
Mrs E. Marten (resigned 19 June 2024)  
Mrs S. Calamassi  
Rev I. Whitley  
Mrs R. Hackett (appointed 19 June 2024)  
Mr P. Wilkin (appointed 19 June 2024)

**REGISTERED OFFICE**

1 HoChee Cottages  
Plough Road, Dormansland  
Lingfield  
Surrey  
RH7 6PS

**COMPANY NUMBER**

08296570

**CHARITY NUMBER**

1150971

**ACCOUNTANTS**

Unsworth's Accountancy Services Ltd  
Chartered Certified  
39 Stockwell Road  
East Grinstead  
West Sussex  
RH19 4BD

ACCOUNTS  
FOR THE YEAR ENDED 30 NOVEMBER 2024

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**FOR THE YEAR ENDED 30 NOVEMBER 2024**  
**TRUSTEES' REPORT**

The trustees present their report and accounts for the year ended 30 November 2024

**PRINCIPAL ACTIVITIES**

The principal activity of the charity in the year under review was primarily the maintenance of the almshouses and the provision of almshouse accommodation. The secondary activity is the distribution of annual gifted income to the poor and the needy.

The objects of the charity remain:

- the provision and maintenance of Almshouse Accommodation
- the provision of Grants for assistance to those meeting the charity's criteria and resident within the parishes of Dormansland, Lingfield and Baldwins Hill

**ANNUAL ACTIVITIES**

We set out below the works that Lingfield United Trust has carried out in these respects over the year of these accounts:

- We continue to maintain our two Almshouses known as HoChee Cottages, Plough Road, Dormansland. A resident who had been in occupation since 2009 was admitted to a Care Home in the summer of 2024. We placed advertisements for the vacancy and received a dozen completed applications. We followed the guidance of the Almshouse Association to select our new resident. She moved into 1 HoChee Cottages in October 2024. The couple at number 2 have lived there since 2013.
- The Quinquennial Inspection Report and a Fire Safety Check led to the installation of new Fire Doors for both cottages. These lead into the communal front porch. Fire retardant material has been placed to ensure a complete separation of the dwellings in the loft. Both cottages have been repainted inside and out. Remedial work to correct damp affecting a chimney and wall at number 2 has recently been completed as well as roof repairs. Work to clear the garden of number 1 was undertaken in advance of the new resident occupying the cottage. Trustees use a contractor to maintain the boundary hedges and to mow the lawns. We arranged for the removal of some ash trees near the boundary fence. The residents are responsible for maintaining their own gardens.

**THE PROVISION OF GRANTS AND AWARDS**

The Henry Smith Charity continued to make grants available for Lingfield United Trust to distribute. Small sums of money from ancient investments were also available for charitable purposes.

At Christmas 2023 the Trustees issued cheques to 123 households. The amount for a single applicant was £80 and couples received £100. A total of £10,560 was paid to the beneficiaries.

Throughout the year we received requests to help individuals and families with the purchase of items needed in the home. This included a washing machine for someone struggling with taking their washing to the launderette on the bus. We helped with the cost of warm boots and paid for a family to attend a family member's graduation. We assisted with some essential bills where arrears had arisen due to external circumstances.

The Henry Smith Charity had awarded us a 3-year grant to support the provision of Warm Spaces in Lingfield and Dormansland. The grant of £4,000 per annum was distributed based on winter opening hours (1st November 2023 to the end of February 2024) when attendees could be sure of access to a warm space, a friendly welcome and a free hot drink. We advertised the times and locations in the local free press. Six venues received support through this initiative. The third year of the grant is enabling LUT to provide similar assistance through the winter of 2024 to 2025.

Lingfield United Trust made grants of £1,000 to Lingfield Primary School and £500 to Dormansland Primary School based on the number of pupils they serve and the number of children receiving free school meals. The grants were used to support children to access educational opportunities, such as class outings, whose parents could not afford to fund these activities

**FOR THE YEAR ENDED 30 NOVEMBER 2024**

**TRUSTEES' REPORT**

We gave further support for children with grants of £500 each to the Youth Hub in Lingfield and the one proposed for Dormansland.

We responded to a request from St Catherine's Hospice and awarded a grant of £1,000.

Volunteers at Dormansland War Memorial Hall have been working hard to make it a welcoming venue for all. We awarded them a second grant of £2,000

In November 2024 we received 126 applications for a Christmas grant from 93 single households and 33 couples. They fulfilled the criteria of being over 60, living in our catchment area and confirming that they were in financial need. The grant was held at £80 per individual and £100 for a couple. LUT issued the Christmas cheques by the end of November.

**LEGAL STATUS**

Lingfield United Charities was a charity founded on 3rd February 1953 by the consolidation of eleven smaller charities. One of the eleven charities was the Charlotte HoChee Almshouses for which the Trustees are responsible. The income of the combined charities is applied for the benefit of the poor in the ancient parish of Lingfield in Surrey. Lingfield United Charities became incorporated on 16th November 2012 and hence changed its name to Lingfield United Trust and is now registered with the Charity Commission under its new name. The objectives of the charity remain the same and the change was undertaken as a means of safeguarding our future status. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

**FINANCIAL PERFORMANCE**

It is the policy of the Trustees to distribute fully the annual income of the Charity whilst retaining sufficient reserves for adequate provision for the almshouses which were extensively renovated and completed by July 2013. The insurance value of the properties is now indexed linked and was increased to £569,686 for the current year. Trustee indemnity insurance was also renewed.

The principal incomes for the Charity is derived from the Weekly Maintenance Charge paid by the tenants of £8,106 (2023: £10,000); the regular grant from the Henry Smith Charity of £18,450 (2023: £29,375 which is an increased amount of £13,300 plus the accrual reversal of £12,075 following the agreement of the Henry Smith Charity, as the Christmas distributions were paid out in November).

The total income amounted to £26,688 (2023: £39,505) including interest credited to the Cyclical Maintenance Fund and transfers from the M&G Repair Fund and a warm hub receipt of £4,000 for 2023/24 received in August 2023 which was deferred from last year to match the payments out made this year.

The expenditure, excluding the movement in the investments of £19,610 (2023: £806), in the year totalled £45,397 (2023: £44,901). During the year, £18,869 (2023: £19,005) was given out in grants and the Christmas distribution. Throughout the year we continued to consider any approaches to us for assistance which met the charity's criteria and made payments accordingly.

Throughout this period, we maintained our 2 Almshouses known as HoChee Cottages in Plough Road, Dormansland.

Dissatisfaction with the service we received from our bank led to the decision to move our everyday banking to the Co-op. Long-term savings remain with M&G and CCLA.

**STRUCTURE GOVERNANCE AND MANAGEMENT**

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are also Members and have signed a written declaration of willingness to act as a charity trustee of the Charity. Under the requirements of the Memorandum and Articles of Association the trustees when complete will consist of at least seven and not more than ten persons who being individuals are over the age of eighteen, all of whom must support the Objects.

**FOR THE YEAR ENDED 30 NOVEMBER 2024**

**TRUSTEES' REPORT**

The Trustees must hold at least four meetings a year with the quorum being three Trustees at least or one third of the Trustees (if greater).

One third (or the number nearest one third) of the Trustees must retire at each AGM each year, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A retiring Trustee, who is eligible under Article 3.3, may be reappointed. At our AGM on 19 June 2024, Marion Wardell (Chairman) and Enid Marten tendered their permanent resignations.

We were pleased to welcome Ruth Hackett and Paul Wilkin to the Board of Trustees. The other Trustees remained in post. Gill Williams and Richard Young were elected as Joint Chairpersons.

At the next AGM in July 2025, Susan Calamassi will retire by rotation and, being eligible, will offer herself for re-election.

Any expenses claimed by a Trustee or the Clerk have been set out in note 8 of the accounts.

In accordance with Government and Charity Commission Guidelines, the Trustees have written formal policies for Lingfield United Trust in 2022, which cover: -

- Data protection
- Safeguarding
- Equality and diversity
- Complaints procedure

These are available on the Lingfield United Trust website, or from the Clerk or Chairman.

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

Company law and charity legislation require the Trustees to prepare the financial statements annually which present a true and fair view of the state of affairs of the Charity and of its financial activities. In preparing the financial statements the Trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and estimates that are reasonable and prudent;
- d) state whether applicable accounting standards and statements of recommended accounting practice have been adopted and followed; and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006, Charities Act 1993 and the Housing Act 1996. They are also responsible for safeguarding the assets of the Charity and hence for taking steps for the prevention and detection of fraud and other irregularities.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

**FOR THE YEAR ENDED 30 NOVEMBER 2024**

**TRUSTEES' REPORT**

This report was approved by the Board of Trustees on 1 July 2025

Mrs G. Williams (joint Chair) and Mr R. Young (joint Chair)

Trustee

**INDEPENDENT EXAMINER'S STATEMENT**

**FOR THE YEAR ENDED 30 NOVEMBER 2024**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LINGFIELD UNITED TRUST**

I report on the accounts of the company for the year ended 30 November 2024 .

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income did not exceed £250,000 and I am qualified to undertake the examination by being a qualified member of ACCA .

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINERS STATEMENT**

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**INDEPENDENT EXAMINER'S STATEMENT  
FOR THE YEAR ENDED 30 NOVEMBER 2024**

**INDEPENDENT EXAMINERS STATEMENT**

In connection with my examination, no matter has come to my attention:

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and

- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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

.....  
Date: 1 July 2025

Unsworth's Accountancy Services Ltd  
Chartered Certified  
39 Stockwell Road  
East Grinstead  
West Sussex  
RH19 4BD  
01342 604936

**Statement of Financial Activities  
for the year ended 30 November 2024**

	Unrestricted funds	Restricted funds	2024 Total	2023 Total
	£	£	£	£
<b>Income</b>				
Income from generated funds				
Donations and legacies	18,450	-	18,450	29,375
Income from Investments	131	-	132	130
Income from charitable activities	8,106	-	8,106	10,000
<b>Total Income and endowments</b>	<b>26,687</b>	<b>-</b>	<b>26,688</b>	<b>39,505</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	25,787	-	25,787	44,095
<b>Total Expenses</b>	<b>25,787</b>	<b>-</b>	<b>25,787</b>	<b>44,095</b>
<b>Net gains on investments</b>				
<b>Net Income</b>	<b>900</b>	<b>-</b>	<b>901</b>	<b>(4,590)</b>
<b>Gains/(losses) on revaluation of fixed assets</b>				
<b>Net movement in funds:</b>				
<b>Net income for the year</b>	<b>900</b>	<b>-</b>	<b>901</b>	<b>(4,590)</b>
Total funds brought forward	523,064	-	523,064	527,655
<b>Net funds carried forward</b>	<b>523,964</b>	<b>-</b>	<b>523,965</b>	<b>523,065</b>

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

Lingfield United Trust

**BALANCE SHEET AT 30 NOVEMBER 2024**

	Notes	2024 £	2023 £
<b>FIXED ASSETS</b>			
Tangible assets	3	320,000	328,000
Investments	4	156,375	136,765
		476,375	464,765
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		48,346	62,853
		48,346	62,853
<b>CREDITORS: Amounts falling due within one year</b>	5	757	4,553
<b>NET CURRENT ASSETS</b>		47,589	58,300
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		523,964	523,065
<b>CAPITAL AND RESERVES</b>			
<b>Unrestricted funds</b>			
General fund	7	166,408	166,408
Designated funds		357,556	356,657
		523,964	523,065

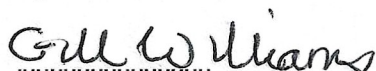
For the year ending 30 November 2024 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

**Approved by the board of trustees on 1 July 2025 and signed on their behalf by**



Mrs G. Williams (joint Chair)

Trustee



Mr R. Young (joint Chair)

Trustee

**NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 30 NOVEMBER 2024**

**1. ACCOUNTING POLICIES**

**1a. Basis Of Accounting**

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

**1b. Cash Flow Statement**

The Company is exempt from including a statement of cash flows in its accounts in accordance with Financial Reporting Standard for Smaller Entities (effective January 2015).

**1c. Depreciation**

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Land And Buildings straight line 2%

**1d. Turnover**

Turnover represents the rental amounts and investment income received in the year.

**1e. Investments**

Fixed asset investments are shown at market value.

**2. EMPLOYEES**

	2024 No.	2023 No.
Average number of employees	-	-

**3. TANGIBLE FIXED ASSETS**

	Land And Buildings £	Total £
<b>Cost</b>		
At 1 December 2023	400,000	400,000
At 30 November 2024	<u>400,000</u>	<u>400,000</u>
<b>Depreciation</b>		
At 1 December 2023	72,000	72,000
For the year	<u>8,000</u>	<u>8,000</u>
At 30 November 2024	<u>80,000</u>	<u>80,000</u>
<b>Net Book Amounts</b>		
At 30 November 2024	<u>320,000</u>	<u>320,000</u>
At 30 November 2023	<u>328,000</u>	<u>328,000</u>

**4. FINANCIAL ASSETS**

	Other Investments £	Total £
<b>Cost</b>		
At 1 December 2023	136,765	136,765
Additions	<u>19,610</u>	<u>19,610</u>
At 30 November 2024	<u>156,375</u>	<u>156,375</u>
<b>Amortisation</b>		
<b>Net Book Amounts</b>		
At 30 November 2024	<u>156,375</u>	<u>156,375</u>
At 30 November 2023	<u>136,765</u>	<u>136,765</u>

**5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 £
Other creditors	<u>757</u>	<u>4,553</u>
	<u>757</u>	<u>4,553</u>

**6. LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 30 November 2024 there were 7 members.

**7. UNRESTRICTED FUNDS**

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
General fund	166,408	-	-	-	166,408
Henry Smith Charity	3,894	18,450	(18,869)	-	3,475
No's 1 and 2 HoChee Cottages	215,998	8,106	(26,528)	-	197,576
Investment income	136,764	131	19,610	-	156,505
	<u>523,064</u>	<u>26,687</u>	<u>(25,787)</u>	<u>-</u>	<u>523,964</u>

**Henry Smith Charity**

Distribution of its annual gifted income for the benefit of the poor and needy in the ancient parish of Lingfield, including Baldwins Hill and Dormansland.

**No's 1 and 2 HoChee Cottages**

The maintenance (including depreciation of the buildings) of the almshouses, HoChee Cottages, that the charity owns, together with the provision of accommodation to persons who have limited means, are over 60 and have lived in the ancient parish of Lingfield, including Baldwins Hill and Dormansland, for at least 5 years.

**Investment income**

CCLA Investment & M&G Emergency Repair Funds

**Cyclical maintenance fund**

Cyclical maintenance fund held at Co-Op 35 day account

**M&G Emergency Repair Fund**

M&G Emergency Repair Fund

**8. RELATED PARTY TRANSACTIONS**

The clerk honorarium payments in the year was £1,000 (2023: £2,000). Expenses totalling £482 (2023: £450 to A. Baker) were repaid to A. Baker in the year.

**Incoming Resources**  
for the year ended 30 November 2024

	2024	2023
	£	£
<b>Incoming resources</b>		
<b>Incoming resources from generated funds</b>		
<b>Grant income</b>		
Henry Smith Charity	18,450	29,375
	<u>18,450</u>	<u>29,375</u>
	18,450	29,375
	<u>18,450</u>	<u>29,375</u>
<b>Investment income</b>		
William Saxby	49	48
John Piggott	9	9
Hochee and Lowdell	51	50
Arthur Paul	6	6
Sidney Poole	5	5
Mary Stenning	2	2
John Hole	2	2
E. B. Wearing	2	2
St Clairs	6	6
	<u>132</u>	<u>130</u>
	132	130
	<u>132</u>	<u>130</u>
<b>No's 1 and 2 Hochee Cottages</b>		
Weekly Maintenance Charge	8,106	10,000
	<u>8,106</u>	<u>10,000</u>
	8,106	10,000
	<u>8,106</u>	<u>10,000</u>
	<u>26,688</u>	<u>39,505</u>

**Lingfield United Trust**

**Expenses**  
for the year ended 30 November 2024

	2024	2023
	£	£
<b>Expenses</b>		
<b>Costs of generating funds</b>		
<b>Charitable Activities</b>		
<b>Accommodation</b>		
General distribution	7,740	15,005
Other grants of gifts	11,129	9,786
Clerk's honorarium	1,000	2,000
Clerk's expenses	327	450
Almshouses insurance	691	703
Repairs and renovation	14,083	7,643
Training	200	-
Accountancy fees	1,229	713
Trustees insurance	292	292
Postage, stationery and office supplies	53	-
Subscriptions	327	221
Sundry expenses	326	88
Depreciation of land and buildings	8,000	8,000
Profit on other investments revaluation	<u>(19,610)</u>	<u>(806)</u>
	<u>25,787</u>	<u>44,095</u>
	<u>25,787</u>	<u>44,095</u>

**LINGFIELD UNITED TRUST**

England & Wales - Charity number 1150971

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# Accounts

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Registered number: 08296570

Charity number: 1150971

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**Lingfield United Trust**

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**UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 30 NOVEMBER 2023**

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**Prepared By:**  
Unsworth's Accountancy Services Ltd  
Chartered Certified  
39 Stockwell Road  
East Grinstead  
West Sussex  
RH19 4BD

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 NOVEMBER 2023**

**TRUSTEES**

Mrs M. Wardell (Chairman)  
Mrs G. Williams  
Mr R. Young  
Mrs S. Martin  
Mrs E. Marten  
Mrs S. Calamassi  
Rev I. Whitley

**REGISTERED OFFICE**

1 HoChee Cottages  
Plough Road, Dormansland  
Lingfield  
Surrey  
RH7 6PS

**COMPANY NUMBER**

08296570

**CHARITY NUMBER**

1150971

**ACCOUNTANTS**

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**ACCOUNTS  
FOR THE YEAR ENDED 30 NOVEMBER 2023**

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FOR THE YEAR ENDED 30 NOVEMBER 2023

TRUSTEES' REPORT

The trustees present their report and accounts for the year ended 30 November 2023

**PRINCIPAL ACTIVITIES**

The principal activity of the charity in the year under review was primarily the maintenance of the almshouses and the provision of almshouse accommodation. The secondary activity is the distribution of annual gifted income to the poor and the needy.

The objects of the charity remain:

- the provision and maintenance of Almshouse Accommodation
- the provision of Grants for assistance to those meeting the charity's criteria and resident within the parishes of Dormansland, Lingfield and Baldwins Hill

I set out below the works that Lingfield United Trust has carried out in these respects over the year of these accounts:

- Our residents remain those who were in occupancy since the refurbishment of the almshouses in 2013 and in one case, prior to that date. She sadly continues as a widow and leaves the accommodation in May 2024 owing to deteriorating health. A new resident will be sought;
- Maintenance works that the buildings require are dealt with immediately;
- At Christmas 2023, the Trustees of Lingfield United Trust were able to distribute 121 payments. This year we increased our distribution payments to £100 per couple and £80 per single recipient. We gave a total of £10,560 as Christmas Grants;
- We continue to pay grants for assistance to vulnerable and needy residents and families in Lingfield and Dormansland parishes and we have received referrals and supported financially at least 8 families and additionally organizations such as the Dormansland War Memorial Hall, and the Lingfield Youth Hub. Grants have also been made to Lingfield Primary School and Dormansland Primary School to assist pupils on the Pupil Premium Register;
- We continue to be successful in attracting additional funding from the Henry Smith Charity and this year we made an application for further assistance towards the Warm Hubs initiative which six local premises remain involved with; and
- We were again successful in attracting £4,000 for this year and the same sum for next year. This has been distributed to each organization on a pro rata basis in accordance with the amount of time they were open for shelter and refuge and apportioned as a result of a questionnaire completed by the organizations involved.

**LEGAL STATUS**

Lingfield United Charities was an almshouse charity founded on 3rd February 1953 by the consolidation of eleven smaller charities. One of the eleven charities was the Charlotte HoChee Almshouses for which the Trustees are responsible and the income of the combined charities is applied for the benefit of the poor in the ancient parish of Lingfield in Surrey. Lingfield United Charities became incorporated on 16th November 2012 and hence changed its name to Lingfield United Trust and is now registered with the Charity Commission under its new name. The objectives of the charity remain the same and the change was undertaken as a means of safeguarding our future status. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

**FINANCIAL PERFORMANCE**

It is the policy of the Trustees to distribute fully the annual income of the Charity whilst retaining sufficient reserves for adequate provision for the almshouses which were extensively renovated and completed by July 2013. The insurance value of the properties is now indexed linked and was increased to £568,000 for the current year. Trustee indemnity insurance was also renewed.

---

FOR THE YEAR ENDED 30 NOVEMBER 2023

TRUSTEES' REPORT

The principal income for the Charity is derived from the Weekly Maintenance Charge paid by the tenants; the regular grant from the Henry Smith Charity of £25,375 (2022: £12,075) which is an increased amount of £13,300 plus the accrual reversal of £12,075. In the past, the Henry Smith receipt was treated as relating to the following year to match the payments made in December. This year, following the agreement of the Henry Smith Charity, as the Christmas distributions were paid out in November, the accrual has been reversed to match the income with the payments.

The total income amounted to £39,504 (2022: £23,209) including interest credited to the Cyclical Maintenance Fund and transfers from the M&G Repair Fund and a warm hub receipt of £4,000 for 2022/23. The other payment of £4,000 for 2023/24 received in August 2023 has been deferred to next year to match the payments out made then.

The expenditure, excluding the movement in the investments of £806 (2022: £20,213), in the year totalled £44,901 (2022: £23,475) of which £19,005 (2022: £8,780) was given out in grants and the Christmas distribution was given to applicants and throughout the year we continued to consider any approaches to us for assistance which met the charity's criteria and made two payments accordingly.

Throughout this period, we maintained our 2 Almshouses known as HoChee Cottages in Plough Road, Dormansland.

**STRUCTURE GOVERNANCE AND MANAGEMENT**

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are also Members and have signed a written declaration of willingness to act as a charity trustee of the Charity. Under the requirements of the Memorandum and Articles of Association the trustees when complete will consist of at least seven and not more than ten persons who being individuals are over the age of eighteen, all of whom must support the Objects.

The Trustees must hold at least four meetings a year with the quorum being three Trustees at least or one third of the Trustees (if greater).

One third (or the number nearest one third) of the Trustees must retire at each AGM each year, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A retiring Trustee, who is eligible under Article 3.3, may be reappointed. At our AGM on 5 July 2023, Gill Williams and Richard Young tendered their resignation and then were unanimously re-appointed.

Marion Wardell (Chairman) and Enid Marten will be resigning at the AGM on 19 June 2024 and two new Trustees will be appointed; Paul Wilkin and Ruth Hackett. Both have made formal applications, had their references followed up and signed declarations in accordance with our requirements.

Gill Williams and Richard Young will take over as Joint Chairmen going forward.

Most of the trustees are already familiar with the practical work of charities and any new trustees will be encouraged to undergo training on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, content of the Memorandum and Articles of Association, the committee and decision-making processes and the recent financial performance of the charity. None of the Trustees receive remuneration or other benefit from their work with the charity.

In 2023 our new Clerk, Anna Baker, joined us and carries out the duties formerly done by Marlene Hughes who tragically died suddenly in 2022.

Any expenses claimed by a Trustee or the Clerk have been set out in note 8 of the accounts.

FOR THE YEAR ENDED 30 NOVEMBER 2023

TRUSTEES' REPORT

In accordance with Government and Charity Commission Guidelines, the Trustees have written formal policies for Lingfield United Trust in 2022, which cover: -

- Data protection
- Safeguarding
- Equality and diversity
- Complaints procedure

These are available on the Lingfield United Trust website, or from the Clerk or Chairman.

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

Company law and charity legislation require the Trustees to prepare the financial statements annually which present a true and fair view of the state of affairs of the Charity and of its financial activities. In preparing the financial statements the Trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and estimates that are reasonable and prudent;
- d) state whether applicable accounting standards and statements of recommended accounting practice have been adopted and followed; and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006, Charities Act 1993 and the Housing Act 1996. They are also responsible for safeguarding the assets of the Charity and hence for taking steps for the prevention and detection of fraud and other irregularities.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 19 June 2024



Mrs M. Wardell (Chairman)  
Trustee

**INDEPENDENT EXAMINER'S STATEMENT  
FOR THE YEAR ENDED 30 NOVEMBER 2023**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LINGFIELD UNITED TRUST**

I report on the accounts of the company for the year ended 30 November 2023 .

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income did not exceed £250,000 and I am qualified to undertake the examination by being a qualified member of ACCA .

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and
- state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINERS STATEMENT**

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**INDEPENDENT EXAMINER'S STATEMENT  
FOR THE YEAR ENDED 30 NOVEMBER 2023**

**INDEPENDENT EXAMINERS STATEMENT**

In connection with my examination, no matter has come to my attention:

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and

- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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

.....  
Date: 19 June 2024

*Unsworth's*

Unsworth's Accountancy Services Ltd  
Chartered Certified  
39 Stockwell Road  
East Grinstead  
West Sussex  
RH19 4BD  
01342 604938

**Statement of Financial Activities  
for the year ended 30 November 2023**

	Unrestricted funds	Restricted funds	2023 Total	2022 Total
	£	£	£	£
<b>Income</b>				
Income from generated funds				
Donations and legacies	29,375	-	29,375	13,798
Other trading activities	-	-	-	100
Income from Investments	129	-	130	191
Income from charitable activities	10,000	-	10,000	9,120
<b>Total income and endowments</b>	<b>39,504</b>	<b>-</b>	<b>39,505</b>	<b>23,209</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	44,095	-	44,095	3,262
<b>Total Expenses</b>	<b>44,095</b>	<b>-</b>	<b>44,095</b>	<b>3,262</b>
<b>Net gains on investments</b>				
<b>Net Income</b>	<b>(4,591)</b>	<b>-</b>	<b>(4,590)</b>	<b>19,947</b>
<b>Gains/(losses) on revaluation of fixed assets</b>				
<b>Net movement in funds:</b>				
<b>Net Income for the year</b>	<b>(4,591)</b>	<b>-</b>	<b>(4,590)</b>	<b>19,947</b>
Total funds brought forward	527,655	-	527,655	507,707
<b>Net funds carried forward</b>	<b>523,064</b>	<b>-</b>	<b>523,065</b>	<b>527,654</b>

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

Lingfield United Trust

**BALANCE SHEET AT 30 NOVEMBER 2023**

	Notes	2023 £	2022 £
<b>FIXED ASSETS</b>			
Tangible assets	3	328,000	336,000
Investments	4	136,765	135,959
		464,765	471,959
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		62,853	68,164
		62,853	68,164
<b>CREDITORS: Amounts falling due within one year</b>	5	4,553	12,468
<b>NET CURRENT ASSETS</b>		58,300	55,696
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		523,065	527,655
<b>CAPITAL AND RESERVES</b>			
<b>Unrestricted funds</b>	7		
General fund		166,408	158,168
Designated funds		356,657	369,487
		523,065	527,655

For the year ending 30 November 2023 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

Approved by the board of trustees on 19 June 2024 and signed on their behalf by



Mrs M. Wardell (Chairman)  
Trustee

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 30 NOVEMBER 2023

1. ACCOUNTING POLICIES

1a. Basis Of Accounting

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

1b. Cash Flow Statement

The Company is exempt from including a statement of cash flows in its accounts in accordance with Financial Reporting Standard for Smaller Entities (effective January 2015).

1c. Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Land And Buildings straight line 2%

1d. Turnover

Turnover represents the rental amounts and investment income received in the year.

1e. Investments

Fixed asset investments are shown at market value.

2. EMPLOYEES

	2023 No.	2022 No.
Average number of employees	-	-

3. TANGIBLE FIXED ASSETS

	Land And Buildings £	Total £
<b>Cost</b>		
At 1 December 2022	400,000	400,000
At 30 November 2023	<u>400,000</u>	<u>400,000</u>
<b>Depreciation</b>		
At 1 December 2022	64,000	64,000
For the year	<u>8,000</u>	<u>8,000</u>
At 30 November 2023	<u>72,000</u>	<u>72,000</u>
<b>Net Book Amounts</b>		
At 30 November 2023	<u>328,000</u>	<u>328,000</u>
At 30 November 2022	<u>336,000</u>	<u>336,000</u>

**4. FINANCIAL ASSETS**

	<b>Other Investments</b>	<b>Total</b>
	£	£
<b>Cost</b>		
At 1 December 2022	135,959	135,959
Additions	806	806
At 30 November 2023	136,765	136,765
<b>Amortisation</b>		
<b>Net Book Amounts</b>		
At 30 November 2023	136,765	136,765
At 30 November 2022	135,959	135,959

**5. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	<b>2023</b>	<b>2022</b>
	£	£
Other creditors	4,553	12,468
	4,553	12,468

**6. LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 30 November 2023 there were 7 members.

**7. UNRESTRICTED FUNDS**

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
General fund	158,168	-	-	8,240	166,408
Henry Smith Charity	2,047	29,375	(19,005)	(8,522)	3,895
No's 1 and 2 HoChee Cottages	231,894	10,000	(25,896)	-	215,998
Investment income	133,358	130	806	2,470	136,764
Cyclical maintenance fund	517	-	-	(517)	-
M&G Emergency Repair Fund	1,671	-	-	(1,671)	-
	<u>527,655</u>	<u>39,505</u>	<u>(44,095)</u>	<u>-</u>	<u>523,065</u>

**Henry Smith Charity**

Distribution of its annual gifted income for the benefit of the poor and needy in the ancient parish of Lingfield, including Baldwins Hill and Dormansland.

**No's 1 and 2 HoChee Cottages**

The maintenance (including depreciation of the buildings) of the almshouses, HoChee Cottages, that the charity owns, together with the provision of accommodation to persons who have limited means, are over 60 and have lived in the ancient parish of Lingfield, including Baldwins Hill and Dormansland, for at least 5 years.

**Investment income**

COIF Investment & M&G Emergency Repair Funds

**Cyclical maintenance fund**

Cyclical maintenance fund held at NS&I

**M&G Emergency Repair Fund**

M&G Emergency Repair Fund

**8. RELATED PARTY TRANSACTIONS**

The clerk honorarium payments in the year was £2,000 (2022: £nil as paid in following year). Expenses totalling £450 (2022: £409 to M. Wardell) were repaid to A. Baker in the year.

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**Lingfield United Trust**

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**Incoming Resources  
for the year ended 30 November 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Incoming resources</b>		
<b>Incoming resources from generated funds</b>		
<b>Grant income</b>		
Henry Smith Charity	<u>29,375</u>	<u>13,298</u>
	29,375	13,298
	<u>29,375</u>	<u>13,798</u>
	<u>-</u>	<u>100</u>
<b>Investment income</b>		
William Saxby	48	48
John Piggott	9	9
Hochee and Lowdell	50	50
Arthur Paul	6	6
Sidney Poole	5	5
Mary Stenning	2	2
John Hole	2	2
E. B. Wearing	2	2
St Clairs	6	6
Investment Income	<u>-</u>	<u>61</u>
	130	191
	<u>130</u>	<u>191</u>
<b>No's 1 and 2 Hochee Cottages</b>		
Weekly Maintenance Charge	<u>10,000</u>	<u>9,120</u>
	10,000	9,120
	<u>10,000</u>	<u>9,120</u>
	<u>39,505</u>	<u>23,209</u>

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Lingfield United Trust

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**Expenses**  
**for the year ended 30 November 2023**

	<b>2023</b>	2022
	£	£
<b>Expenses</b>		
<b>Costs of generating funds</b>		
<b>Charitable Activities</b>		
<b>Accommodation</b>		
General distribution	8,700	8,130
Other grants of gifts	10,305	650
Clerk's honorarium	2,000	-
Clerk's expenses	450	409
Insurance	703	613
Repairs and renovation	7,643	3,447
Accountancy fees	713	445
Trustees insurance	292	292
Subscriptions	221	244
Charitable donations	5,786	-
Sundry expenses	88	1,245
Depreciation of land and buildings	8,000	8,000
Profit on other investments revaluation	(806)	(20,213)
	<u>44,095</u>	<u>3,262</u>
	<u>44,095</u>	<u>3,262</u>

**LINGFIELD UNITED TRUST**

England & Wales - Charity number 1150971

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# Accounts

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Registered number: 08296570  
Charity number: 1150971

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Lingfield United Trust

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UNAUDITED ACCOUNTS  
FOR THE YEAR ENDED 30 NOVEMBER 2021

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**Prepared By:**  
Unsworth's Accountancy Services Ltd  
Chartered Certified  
39 Stockwell Road  
East Grinstead  
West Sussex  
RH19 4BD

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 30 NOVEMBER 2021**

**TRUSTEES**

Mrs M. Wardell (Chairman)  
Mrs G. Williams  
Mr R. Young  
Mrs S. Martin  
Mrs E. Marten  
Mr K. Smith (died April 2021)  
Mrs S. Calassimi  
Rev I. Whitley (appointed 16 June 2021)

**REGISTERED OFFICE**

1 HoChee Cottages  
Plough Road, Dormansland  
Lingfield  
Surrey  
RH7 6PS

**COMPANY NUMBER**

08296570

**CHARITY NUMBER**

1150971

**ACCOUNTANTS**

Unsworth's Accountancy Services Ltd  
Chartered Certified  
39 Stockwell Road  
East Grinstead  
West Sussex  
RH19 4BD

ACCOUNTS  
FOR THE YEAR ENDED 30 NOVEMBER 2021

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FOR THE YEAR ENDED 30 NOVEMBER 2021

TRUSTEES' REPORT

The trustees present their report and accounts for the year ended 30 November 2021

**PRINCIPAL ACTIVITIES**

The principal activity of the charity in the year under review was primarily the maintenance of the almshouses and the provision of almshouse accommodation. The secondary activity is the distribution of annual gifted income to the poor and the needy.

The objects of the charity remain:

- the provision and maintenance of Almshouse Accommodation
- the provision of Grants for assistance to those meeting the charity's criteria and resident within the parishes of Dormansland, Lingfield and Baldwins Hill

I set out below the works that Lingfield United Trust has carried out in these respects over the year of these accounts:

- we continue to support our residents and maintain our 2 Almshouses known as 'HoChee Cottages' in Plough Road, Dormansland, which since their major refurbishment and extension in 2013, require minimal maintenance;
- we continue to pay grants for assistance to vulnerable and needy residents and families in Lingfield and Dormansland and we gave at least 6 of these over the past year to assist with appliances, furnishings, clothing, IT education equipment and help with the funding of long term hospital visiting to a special care baby unit;
- at Christmas, we distribute the bulk of our funds to residents locally who apply and meet the criteria set out in our objectives. We now do this in the form of cheques rather than shopping tokens; and
- we are fortunate to have the full support of the Henry Smith Trust as our main benefactor and after a review of their financial distributions rationally, we have remained a major recipient.
- we have successfully claimed a supplementary grant from the Henry Smoth Charity to pass on to the Cavendish House Trust to support living costs for their residents.

**LEGAL STATUS**

Lingfield United Charities was an almshouse charity founded on 3rd February 1953 by the consolidation of eleven smaller charities. One of the eleven charities was the Charlotte HoChee Almshouses for which the Trustees are responsible and the income of the combined charities is applied for the benefit of the poor in the ancient parish of Lingfield in Surrey. Lingfield United Charities became incorporated on 16th November 2012 and hence changed its name to Lingfield United Trust and is now registered with the Charity Commission under its new name. The objectives of the charity remain the same and the change was undertaken as a means of safeguarding our future status. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

**CLERK TO THE TRUSTEES**

Mrs Marlene Hughes has been the Clerk to the Trustees for over 14 years and sadly died suddenly on 12th April 2022. Her role has not yet been filled and so Mrs Marion Wardell, Chairman is temporarily taking over those responsibilities.

FOR THE YEAR ENDED 30 NOVEMBER 2021

TRUSTEES' REPORT

**FINANCIAL PERFORMANCE**

It is the policy of the Trustees to distribute fully the annual income of the Charity whilst retaining sufficient reserves for adequate provision for the almshouses which were extensively renovated and completed by July 2013. The insurance value of the properties is now indexed linked and was increased to £425,673 for the current year. Trustee indemnity insurance was also renewed.

The principal income for the Charity is derived from the Weekly Maintenance Charge paid by the tenants; the regular grant from the Henry Smith Charity of £12,075; and an additional grants of £8,000 from the Henry Smith Charity which was specifically for donating to The Cavendish House Trust. The total income amounted to £37,385 including interest credited to the Cyclical Maintenance Fund and transfers from the M&G Repair Fund.

The expenditure, excluding the movement in the investments, in the year totalled £24,887 of which £19,296 was given out in grants and the Christmas distribution was given to applicants and throughout the year we continued to consider any approaches to us for assistance which met the charity's criteria and made eight payments accordingly along with three additional COVID-19 donations to local charities. There was also the special grant payment to The Cavendish House Trust as specified by the Henry Smith grants received.

Throughout this period, we maintained our 2 Almshouses known as HoChee Cottages in Plough Road, Dormansland. Our residents are the same couples who took up occupation in the refurbished buildings in July 2013.

**STRUCTURE GOVERNANCE AND MANAGEMENT**

The directors of the company are also charity trustees for the purpose of charity law and under the company's Articles are also Members and have signed a written declaration of willingness to act as a charity trustee of the Charity. Under the requirements of the Memorandum and Articles of Association the trustees when complete will consist of at least seven and not more than ten persons who being individuals are over the age of eighteen, all of whom must support the Objects.

One third (or the number nearest one third) of the Trustees must retire at each AGM each year, those longest in office retiring first and the choice between any of equal service being made by drawing lots. A retiring Trustee, who is eligible under Article 3.3, may be reappointed. At our AGM on 16 June 2021, Marion Wardell and Sally Martin tendered their resignation and then were unanimously re-appointed. During the year, Rev. Ian Whitley was appointed as a director.

Enid Marten and Susan Calamassi will retire by rotation and, being eligible, will offer themselves for re-election at the next meeting. The Trustees must hold at least four meetings a year with the quorum being three Trustees at least or one third of the Trustees (if greater).

Most of the trustees are already familiar with the practical work of charities and any new trustees will be encouraged to undergo training on their legal obligations under charity and company law, the Charity Commission guidance on public benefit, content of the Memorandum and Articles of Association, the committee and decision-making processes and the recent financial performance of the charity. None of the Trustees receive remuneration or other benefit from their work with the charity.

Any expenses claimed by a Trustee or the Clerk have been set out in note 8 of the accounts.

FOR THE YEAR ENDED 30 NOVEMBER 2021

TRUSTEES' REPORT

In accordance with Government and Charity Commission Guidelines, the Trustees have written formal policies for Lingfield United Trust in 2021, which cover: -

- Data protection
- Safeguarding
- Equality and diversity
- Complaints procedure

These are available on the Lingfield United Trust website, or from the Clerk or Chairman.

**STATEMENT OF TRUSTEES RESPONSIBILITIES**

Company law and charity legislation require the Trustees to prepare the financial statements annually which present a true and fair view of the state of affairs of the Charity and of its financial activities. In preparing the financial statements the Trustees are required to:

- a) select suitable accounting policies and apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgments and estimates that are reasonable and prudent;
- d) state whether applicable accounting standards and statements of recommended accounting practice have been adopted and followed; and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006, Charities Act 1993 and the Housing Act 1996. They are also responsible for safeguarding the assets of the Charity and hence for taking steps for the prevention and detection of fraud and other irregularities.

The report was prepared in accordance with the special provisions within Part 15 of the Companies Act 2006.

This report was approved by the Board of Trustees on 26 July 2022



Mrs M. Wardell (Chairman)  
Trustee

**INDEPENDENT EXAMINER'S STATEMENT  
FOR THE YEAR ENDED 30 NOVEMBER 2021**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LINGFIELD UNITED TRUST**

I report on the accounts of the company for the year ended 30 November 2021 .

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity's gross income did not exceed £250,000 and I am qualified to undertake the examination by being a qualified member of ACCA .

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINERS STATEMENT**

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

**INDEPENDENT EXAMINER'S STATEMENT  
FOR THE YEAR ENDED 30 NOVEMBER 2021**

**INDEPENDENT EXAMINERS STATEMENT**

In connection with my examination, no matter has come to my attention:

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

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and

- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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

.....  
Date: 26 July 2022

*Unsworth's*  
Unsworth's Accountancy Services Ltd  
Chartered Certified  
39 Stockwell Road  
East Grinstead  
West Sussex  
RH19 4BD  
01342 604936

Statement of Financial Activities  
for the year ended 30 November 2021

	Unrestricted funds	Restricted funds	2021 Total	2020 Total
	£	£	£	£
<b>Income</b>				
Income from generated funds				
Donations and legacies	20,575	-	20,576	28,075
Other trading activities	75	-	75	-
Income from Investments	126	-	126	189
Income from charitable activities	9,121	-	9,120	9,120
<b>Total Income and endowments</b>	<b>29,897</b>	<b>-</b>	<b>29,897</b>	<b>37,384</b>
<b>Expenses</b>				
Costs of generating funds				
Expenditure on Charitable activities	24,887	-	24,887	50,472
<b>Total Expenses</b>	<b>24,887</b>	<b>-</b>	<b>24,887</b>	<b>50,472</b>
<b>Net gains on investments</b>				
<b>Net Income</b>	<b>5,010</b>	<b>-</b>	<b>5,010</b>	<b>(13,088)</b>
<b>Gains/(losses) on revaluation of fixed assets</b>				
<b>Net movement in funds:</b>				
<b>Net income for the year</b>	<b>5,010</b>	<b>-</b>	<b>5,010</b>	<b>(13,088)</b>
Total funds brought forward	502,697	-	502,697	515,785
<b>Net funds carried forward</b>	<b>507,707</b>	<b>-</b>	<b>507,707</b>	<b>502,697</b>

This statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities

Lingfield United Trust

BALANCE SHEET AT 30 NOVEMBER 2021

	Notes	2021 £	2020 £
<b>FIXED ASSETS</b>			
Tangible assets	2	344,000	344,000
Investments	3	115,746	115,746
		<u>459,746</u>	<u>459,746</u>
<b>CURRENT ASSETS</b>			
Cash at bank and in hand		<u>60,490</u>	<u>55,412</u>
		60,490	55,412
<b>CREDITORS: Amounts falling due within one year</b>	4	<u>12,529</u>	<u>12,461</u>
<b>NET CURRENT ASSETS</b>		<u>47,961</u>	<u>42,951</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>507,707</u>	<u>502,697</u>
<b>CAPITAL AND RESERVES</b>			
<b>Unrestricted funds</b>	6		
General fund		158,068	157,993
Designated funds		<u>349,639</u>	<u>344,704</u>
		<u>507,707</u>	<u>502,697</u>

For the year ending 30 November 2021 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

Approved by the board of trustees on 26 July 2022 and signed on their behalf by



Mrs M. Wardell (Chairman)  
Trustee

NOTES TO THE ACCOUNTS  
FOR THE YEAR ENDED 30 NOVEMBER 2021

1. ACCOUNTING POLICIES

1a. Basis Of Accounting

The accounts have been prepared under the historical cost convention.

The accounts have been prepared in accordance with FRS102 - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

1b. Cash Flow Statement

The Company is exempt from including a statement of cash flows in its accounts in accordance with Financial Reporting Standard for Smaller Entities (effective January 2015).

1c. Depreciation

Depreciation has been provided at the following rates in order to write off the assets over their estimated useful lives.

Land And Buildings straight line 2%

1d. Turnover

Turnover represents the rental amounts and investment income received in the year.

1e. Investments

Fixed asset investments are shown at market value.

2. TANGIBLE FIXED ASSETS

	Land And Buildings £	Total £
<b>Cost</b>		
At 1 December 2020	<u>400,000</u>	<u>400,000</u>
At 30 November 2021	<u>400,000</u>	<u>400,000</u>
<b>Depreciation</b>		
At 1 December 2020	<u>56,000</u>	<u>56,000</u>
At 30 November 2021	<u>56,000</u>	<u>56,000</u>
<b>Net Book Amounts</b>		
At 30 November 2021	<u><u>344,000</u></u>	<u><u>344,000</u></u>
At 30 November 2020	<u><u>344,000</u></u>	<u><u>344,000</u></u>

**3. FINANCIAL ASSETS**

	Other Investments £	Total £
<b>Cost</b>		
At 1 December 2020	<u>115,746</u>	<u>115,746</u>
At 30 November 2021	<u>115,746</u>	<u>115,746</u>
<b>Amortisation</b>		
<b>Net Book Amounts</b>		
At 30 November 2021	<u>115,746</u>	<u>115,746</u>
At 30 November 2020	<u>115,746</u>	<u>115,746</u>

**4. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Bank loans and overdrafts	61	-
Other creditors	<u>393</u>	<u>386</u>
	<u>454</u>	<u>386</u>

**5. LIMITED BY GUARANTEE**

The company is limited by guarantee and does not have a share capital. Each member gives a guarantee to contribute a sum not exceeding £1, to the company should it be wound up. At 30 November 2021 there were 7 members.

## 6. UNRESTRICTED FUNDS

	Brought forward	Incoming resources	Outgoing resources	Transfers	Carried forward
	£	£	£	£	£
General fund	157,993	75	-	-	158,068
Henry Smith Charity	(3,102)	20,575	(20,446)	-	(2,973)
No's 1 and 2 HoChee Cottages	232,789	9,120	(4,440)	-	237,469
Investment income	112,890	126	-	-	113,016
Cyclical maintenance fund	456	-	-	-	456
M&G Emergency Repair Fund	1,671	-	-	-	1,671
	<u>502,697</u>	<u>29,896</u>	<u>(24,886)</u>	<u>-</u>	<u>507,707</u>

### Henry Smith Charity

Distribution of its annual gifted income for the benefit of the poor and needy in the ancient parish of Lingfield, including Baldwins Hill and Dormansland.

### No's 1 and 2 HoChee Cottages

The maintenance (including depreciation of the buildings) of the almshouses, HoChee Cottages, that the charity owns, together with the provision of accommodation to persons who have limited means, are over 60 and have lived in the ancient parish of Lingfield, including Baldwins Hill and Dormansland, for at least 5 years.

### Investment income

COIF Investment Funds

### Cyclical maintenance fund

Cyclical maintenance fund held at NS&I

### M&G Emergency Repair Fund

M&G Emergency Repair Fund

## 7. RELATED PARTY TRANSACTIONS

Clerk honorarium of £1,150 (2020: £0 - both 2020 (£400) and 2021 (£750) paid in 2021) was paid in the year to the clerk, Mrs M. Hughes. Expenses totalling £398 (2020: £0) were also repaid to Mrs M. Hughes in the year.

## 8. COVID-19 IMPACT

During the pandemic, Lingfield United Trust has functioned as usual. We have sought to assist all cases for assistance that have been referred to us and have noticed a rise in such cases throughout these unprecedented times. LUT has again donated lump sums to local initiatives which were facing extra pressure on their resources. Through our established relationship with the Henry Smith Trust, we responded to a request for suitable candidates for additional assistance at this time and have secured donations from HST over three years for a local charity The Cavendish House Trust and their work.

LUT took the initiative to send application forms for the Christmas Distribution 2020, directly to the previous year's applicants as collection from local community hubs, which is our usual method of delivery, was not appropriate during lockdown. This ensured that our applicant numbers remained as great as previous years. Our website has ensured that we have remained accessible throughout. We have regularly contacted our Almshouse Residents to check their welfare. We have held our regular meetings and AGM by ZOOM.

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Lingfield United Trust

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**Incoming Resources**  
for the year ended 30 November 2021

	2021	2020
	£	£
<b>Incoming resources</b>		
<b>Incoming resources from generated funds</b>		
<b>Grant income</b>		
Henry Smith Charity	<u>20,075</u>	<u>28,075</u>
	20,075	28,075
	<u>20,576</u>	<u>28,075</u>
	<u>75</u>	<u>-</u>
<b>Investment income</b>		
William Saxby	47	48
John Piggott	21	6
Hochee and Lowdell	36	49
Arthur Paul	7	4
Sidney Poole	4	5
Mary Stenning	2	1
John Hole	1	2
E. B. Wearing	3	2
St Clairs	5	6
Investment Income	<u>-</u>	<u>66</u>
	126	189
	<u>126</u>	<u>189</u>
<b>No's 1 and 2 Hochee Cottages</b>		
Weekly Maintenance Charge	<u>9,120</u>	<u>9,120</u>
	9,120	9,120
	<u>9,120</u>	<u>9,120</u>
	<u>29,897</u>	<u>37,384</u>

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Lingfield United Trust

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Expenses  
for the year ended 30 November 2021

	2021	2020
	£	£
<b>Expenses</b>		
<b>Costs of generating funds</b>		
<b>Charitable Activities</b>		
<b>Accommodation</b>		
General distribution	9,215	6,720
Other grants of gifts	10,081	22,465
Clerk's honorarium	1,150	-
Clerk's expenses	398	-
Insurance	565	550
Repairs and renovation	2,445	1,166
Accountancy fees	413	361
Trustees insurance	292	292
Postage, stationery and office supplies	-	242
Subscriptions	242	200
Sundry expenses	86	8
Depreciation of land and buildings	-	8,000
Loss on other investments revaluation	-	10,468
	<u>24,887</u>	<u>50,472</u>
	<u>24,887</u>	<u>50,472</u>