

# **Countess Mountbatten of Burma Romsey Memorial Trust**

Charity Registration No. 1155615

## **Trustees' report and unaudited accounts**

**For the year ended 31 May 2022**

# Countess Mountbatten of Burma Romsey Memorial Trust

## Legal and administrative information

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### Trustees

Alan Hyde  
Soraya Taylor (appointed 27 January 2022)  
Richard Gutsell  
Richard Jordan-Baker  
Dr Frank MacDonald Akerman  
The Rt Hon The Countess Mountbatten of Burma

### Charity number

1155615

### Principal address

Wilsons Solicitors LLP  
Alexandra House  
St. John's Street  
Salisbury  
SP1 2SB

### Accountants

Evelyn Partners LLP  
Accountants  
Old Library Chambers  
21 Chipper Lane  
Salisbury  
Wiltshire  
SP1 1BG

### Independent examiner

Simon Ellingham FCA  
Fawcetts LLP  
Windover House  
St Ann Street  
Salisbury  
Wiltshire  
SP1 2DR

### Solicitors

Wilsons Solicitors LLP  
Alexandra House  
St. John's Street  
Salisbury  
SP1 2SB

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# Countess Mountbatten of Burma Romsey Memorial Trust

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# Countess Mountbatten of Burma Romsey Memorial Trust

## Trustees' report for the year ended 31 May 2022

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The trustees present their report with the accounts of the charity for the year ended 31 May 2022. 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).

### Objectives and Activities

#### Objectives and aims

The Trust was set up as a memorial to the late Edwina, 1st Countess Mountbatten of Burma on 22 March 1962. The land was donated by her husband, the 1st Earl Mountbatten of Burma. The funds for the buildings were grants and subscriptions from the public to "The Countess Mountbatten of Burma Romsey Memorial Fund" and the home to be known as "Edwina Mountbatten House".

Formally, the object was stated as: "for the public benefit to relieve elderly people who are in need, in particular but without limitation by providing housing, services or facilities calculated to relieve the needs of such persons at properties maintained by the CIO".

This object was achieved by operating a residential care home for older people from the local community and surrounding area. For reasons described later in this report, in the financial year June 2021 to May 2022, it became impossible to continue to meet the Trust's object in this way. Whilst at the beginning of the year the aim was to provide first class care by the operation of a care home, the aim of the trust going forward is currently under consideration.

#### Significant activities

At the beginning of the financial year the Trust managed a single property in Romsey, Edwina Mountbatten House, comprising: 23 single occupancy rooms for the financial year supported with full time carers; 4 independent living flats; and rents out 3 spaces in 2 garages.

The operation of the home had been and continued to be, seriously affected by the pandemic and the subsequent national financial environment. The significant increases in running costs combined with the difficulties in recruiting staff, caused the trustees to undertake a major review of the continued financial viability of the care home. On 12th May 2022 the trustees accepted that the operation of the home was no longer financially viable and therefore with great regret it should close, the building sold and that the charity would continue to operate utilising the proceeds of the sale.

The necessary consultation programme was undertaken and the home closed on 15th July 2022.

The trustees have complied with their duty to have due regard to the commission's public benefit guidance when exercising powers or duties to which the guidance is relevant.

### Financial review

#### Financial position

The Trust's financial position deteriorated during the year leading to a reduction of reserves to £554,363 (2021: £573,619). Income of £932,754 (2021: £774,336) was below expenditure of £952,010 (2021: £654,998), a net deficit of £19,256 (2021: surplus of £119,338). The Trust budgeted for a breakeven on 15 of 17 care rooms against a long-term maintenance outlook but this was not achieved, in spite of the position being mitigated by a generous donation, Covid grant supplements and the Government's bounce back loan facility.

# Countess Mountbatten of Burma Romsey Memorial Trust

## Trustees' report for the year ended 31 May 2022

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### Principal risks and uncertainties

In the previous report for the year 20/21, the principal risk was identified as the ability to achieve optimum occupancy of the care rooms and in this financial year this risk proved to be a reality resulting in the closure of the home.

Looking forward to the future operation of the charity, as a result of the sale of the building, whilst it has yet to be decided how our funds will be dispersed, the charity is now in a stable financial position.

### Principal funding sources

The principal funding source in the year was residential fees received for use of the Trust's rooms and flats. Funding comprised a mix of resident self-funding, HCC part funded residents, and top up support from the Trust. A supplementary income was received by way of fundraising donations and bequests of £1,643 together with a grant of £50,000 in support of the redevelopment. The Trust has no investments, except interest income from banked cash reserves.

### Reserves policy

The Trust's net current liabilities for the period ended at £227,814 (2021: net current assets of £249,673). The significant reduction in this figure from the previous year led to the decision to close the home as reported. At the end of the financial period the three-month running costs were £270,000. A minor restricted fund stands at £3,708 which was maintained for the purpose of enhancing the enjoyment of the residents of the home.

### Plans for the future

At the time of writing the details of how the Trust will revise its object and then meet that object are still under discussion.

### Structure, Governance and Management

The Trust is run by unpaid trustees. The Trust is managed on a day-to-day basis by its officers, reporting to the Board, which approves major decisions. Currently the trustees hold regular meetings, 11 per year, in conjunction with the officers, to discuss the major issues affecting the Trust, as well as assessing the monthly performance. Decisions made at these meetings are enacted by the officers, who are responsible for the day to day running of the Trust.

A monthly budget and reporting process is firmly established. Trustee meetings benefit from a high level of attendance. The trustees were not satisfied the Charity was in a satisfactory position at the yearend because of the impending closure. However on the basis that the sale of the building would yield a significant sum, the on-going viability of the charity is not a concern.

### Governing document

The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities issued in March 2005, the deed of trust and the Charities Act 1993, as amended by the Charities Act 2006.

The charity was originally controlled by its governing document, a deed of trust, as an unincorporated charity, formerly number 206009. As from the 21st May 2014, the Trust assets, liabilities, employees and operations were transferred to a charitable incorporated organisation (CIO), governed by its Foundation Constitution.

# Countess Mountbatten of Burma Romsey Memorial Trust

## Trustees' report for the year ended 31 May 2022

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### Trustees

The trustees serving the charity during the financial year were:

Alan Hyde

Soraya Taylor (appointed 27 January 2022)

Richard Gutsell

Richard Jordan-Baker

Dr Frank MacDonald Akerman

The Rt Hon The Countess Mountbatten of Burma

Ann Day (resigned 30 September 2022)

Paul Edwards (resigned 6 May 2022)

Ian Hibberd (resigned 13 December 2022)

Appointment of new trustees is governed by the constitution of the CIO. New trustees are informed of their obligations under Charity Law and including the recent Charity Governance Code; the Charity Commission Trustee welcome pack and trustee's responsibilities (CC3); and clearance through the Disclosure Barring Service.

# Countess Mountbatten of Burma Romsey Memorial Trust

## Trustees' report for the year ended 31 May 2022

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### Trustees' responsibilities

The trustees are responsible for preparing the trustees' report and the accounts in accordance with applicable law and regulations.

The law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial year in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable regulations). Under that law the trustees must not approve the accounts unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Charities Act 2011, the Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board of trustees



[A.P.Hyde \(Mar 29, 2023 14:17 GMT+1\)](#)

**Alan Hyde**

Trustee

Date: 29/03/2023

# Countess Mountbatten Of Burma Romsey Memorial Trust

## Independent examiner's report to the trustees of Countess Mountbatten Of Burma Romsey Memorial Trust

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I report to the trustees on my examination of the accounts of the Countess Mountbatten of Burma Romsey Memorial Trust for the year ended 31 May 2022 which comprise the statement of financial activities, the balance sheet, the cash flow statement and the notes to the accounts, including a summary of significant accounting policies.

### Respective responsibilities of trustees and examiner and basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

### Independent examiner's statement

Since your charity's gross income exceeded £250,000, your examiner must be a member of a body listed in section 145 of the Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of my independent examination.

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.

*Simon J L Ellingham*  
Simon J L Ellingham (Mar 29, 2023 14:23 GMT+1)

### Simon Ellingham FCA

Fawcetts LLP  
Chartered Accountants  
Windover House  
St Ann Street  
Salisbury  
Wiltshire  
SP1 2DR

Date: 29/03/2023



# Countess Mountbatten Of Burma Romsey Memorial Trust

## Statement of financial activities for the year ended 31 May 2022

	Notes	Unrestricted funds £	Restricted funds £	2022 Total £	2021 Total £
<b>Income:</b>					
Donations and legacies		50,653	990	51,643	69,065
<b>Charitable activities</b>					
Care provision		806,270	-	806,270	603,561
Electric for flats		614	-	614	811
Rental income		41,739	-	41,739	42,893
Interest		904	-	904	1,610
Covid-19 support		31,584	-	31,584	56,396
<b>Total</b>		<b>931,764</b>	<b>990</b>	<b>932,754</b>	<b>774,336</b>
<b>Expenditure</b>					
Charitable activities	2	884,795	-	884,795	607,906
Support costs	3	67,215	-	67,215	47,092
<b>Total expenditure</b>		<b>952,010</b>	<b>-</b>	<b>952,010</b>	<b>654,998</b>
<b>Net movement in funds</b>		<b>(20,246)</b>	<b>990</b>	<b>(19,256)</b>	<b>119,338</b>
<b>Reconciliation of funds</b>					
Total funds brought forward		570,901	2,718	573,619	454,281
<b>Total funds carried forward</b>	<b>6</b>	<b>550,655</b>	<b>3,708</b>	<b>554,363</b>	<b>573,619</b>

The notes on pages 9 to 13 form part of the accounts.

# Countess Mountbatten of Burma Romsey Memorial Trust

## Balance sheet as at 31 May 2022

	Notes	£	2022 £	£	2021 £
<b>Fixed assets</b>					
Tangible fixed assets	7		782,177		541,864
<b>Current assets</b>					
Debtors	8	2,596		2,259	
Cash at bank and in hand		122,198		308,825	
			124,794	311,084	
<b>Current liabilities</b>					
Creditors	9	(352,608)		(61,411)	
			(352,608)	(61,411)	
<b>Net current (liabilities)/assets</b>			(227,814)		249,673
<b>Creditors falling due after one year</b>	10		-		(217,918)
<b>Total assets less liabilities</b>			554,363		573,619
<b>The funds of the charity</b>	12				
Restricted funds			3,708		2,718
Unrestricted funds			550,655		570,901
<b>Total charity funds</b>			554,363		573,619

The accounts were approved by the board, authorised for issue and signed on their behalf by:

*A P Hyde*  
A P Hyde (Mar 29, 2023 14:17 GMT+1)  
**Alan Hyde**  
 Trustee

Date: 29/03/2023

# Countess Mountbatten of Burma Romsey Memorial Trust

## Cash flow statement for the year ended 31 May 2022

	Notes	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Net cash flows from operating activities	13	(11,357)	138,150
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(254,085)	(394,020)
Interest received		904	1,610
Net cash used in investing activities		(253,181)	(392,410)
<b>Cash flows from financing activities</b>			
New loans in year		102,000	220,000
Loan repayments in year		(24,089)	(2,082)
<b>Net cash provided by financing activities</b>		77,911	217,918
<b>Decrease in cash</b>		(186,627)	(36,342)
<b>Cash and cash equivalents at the beginning of the year</b>		308,825	345,167
<b>Cash and cash equivalents at the end of the year</b>		122,198	308,825

### Analysis of net funds

	At 1 June 2021	Cash flows	At 31 May 2022
Unrestricted fund	306,107	(187,617)	118,490
Restricted fund	2,718	990	3,708
	308,825	(186,627)	122,198

# Countess Mountbatten of Burma Romsey Memorial Trust

## Notes to the accounts for the year ended 31 May 2022

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### 1 Accounting policies

#### 1.1 General information

The Countess Mountbatten of Burma Romsey Memorial Trust was established by a trust deed dated 22 March 1962. As from the 21 May 2014, the Trust's assets, liabilities, employees and operations were transferred to a charitable incorporated organisation (CIO), governed by its Foundation Constitution. It is registered with the Charity Commission in England & Wales (No. 1155615). The address of the principal office is Wilsons Solicitors LLP, Alexandra House, St John's Street, Salisbury, SP1 2SB.

#### 1.2 Basis of preparation

The accounts have been prepared in accordance with 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 charity is a public benefit entity as defined by FRS 102.

The accounts have been prepared under the historical cost convention. The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are recognised at transaction value.

The accounts are prepared on a going concern basis; there are no material uncertainties about the charity's ability to continue as a going concern.

The charity's presentational currency is GBP and monetary amounts in these accounts are rounded to the nearest £1.

#### 1.3 Income

All incoming resources are included in the statement of financial activities when the charity is legally entitled to the income, receipt is probable and the amount can be quantified with reasonable accuracy.

#### 1.4 Expenditure

All expenditure is accounted for on an accruals basis and recognised where there is a legal or constructive obligation committing the trustees to the expenditure. Expenditure is included under expense categories that aggregate all costs. Where costs cannot be directly attributed to particular activities, they have been allocated on a basis consistent with the use of resources.

#### 1.5 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Freehold property	-	Nil
New development	-	Nil and 20% straight line
Plant and machinery	-	20% straight line
Computer equipment	-	33% straight line

# Countess Mountbatten of Burma Romsey Memorial Trust

## Notes to the accounts for the year ended 31 May 2022

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### 1 Accounting policies

(Continued)

#### 1.6 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 explanations of the nature and purpose of each fund is included in the notes to the accounts.

#### 1.7 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 year to which they relate.

### 2 Charitable activities costs

	2022 £	2021 £
Staff costs (note 5)	696,844	447,773
Rates and water	6,610	7,699
Insurance	5,860	9,451
Light and heat	37,544	26,689
Telephone	1,360	1,817
Postage and stationery	7,647	5,577
Sundries	3,761	7,997
Provisions	43,513	29,276
Software	2,903	2,501
Maintenance costs	24,313	40,904
Cleaning and contract services	13,511	9,515
Household and medical	40,929	18,707
	<b>884,795</b>	607,906

# Countess Mountbatten of Burma Romsey Memorial Trust

## Notes to the accounts for the year ended 31 May 2022

### 3 Support costs

	2022 £	2021 £
Independent examiner's fee	1,440	1,260
Accountancy fees	7,770	720
Registration costs	3,742	3,050
Legal and professional fees	6,523	14,509
Training costs	13,701	2,810
Bookkeeping and secretarial	9,660	9,734
Bank charges and interest	10,607	1,050
Depreciation of tangible fixed assets	13,772	13,959
	<b>67,215</b>	<b>47,092</b>

### 4 Trustees' remuneration and benefits

None of the trustees (or any persons connected with them) received any remuneration or were reimbursed for any expenses during the year (2021: none).

### 5 Staff costs

	2022 £	2021 £
Wages and salaries	651,653	416,387
Social security costs	34,755	23,746
Other pension costs	10,436	7,640
	<b>696,844</b>	<b>447,773</b>

The average monthly number of employees during the year was 30 (2021: 34).

### 6 Statement of funds

	Balance at 1 June 2021 £	Incoming resources £	Resources expended £	Balance at 31 May 2022 £
Unrestricted funds	570,901	931,764	(952,010)	550,655
Restricted funds:				
Comfort Fund	2,718	-	-	2,718
Staff Fund	-	990	-	990
<b>Total funds</b>	<b>573,619</b>	<b>932,754</b>	<b>(952,010)</b>	<b>554,363</b>

The Comfort Fund is used for the purpose of enhancing the enjoyment of the residents of the home and the staff fund was created following donations of £990 received in the year following the request of the donor.

# Countess Mountbatten of Burma Romsey Memorial Trust

## Notes to the accounts for the year ended 31 May 2022

### 7 Tangible Fixed Assets

	Freehold property £	New development £	Plant and machinery £	Computer equipment £	Total £
<b>Cost</b>					
At 1 June 2021	165,472	355,749	66,409	5,602	593,232
Additions	-	250,869	-	3,216	254,085
At 31 May 2022	165,472	606,618	66,409	8,818	847,317
<b>Depreciation</b>					
At 1 June 2021	25,930	-	19,836	5,602	51,368
Charge for the year	-	2,156	10,544	1,072	13,772
At 31 May 2022	25,930	2,156	30,380	6,674	65,140
<b>Net Book Value</b>					
At 31 May 2022	139,542	604,462	36,029	2,144	782,177
At 31 May 2021	139,542	355,749	46,573	-	541,864

The property transferred on 21 May 2014 was at cost. The land and buildings form part of the Charity's main objects. The buildings are, however, covered for insurance purposes at a value of £3,000,000

### 8 Debtors: amount falling due within one year

	2022 £	2021 £
Trade debtors	796	2,259
Prepayments and accrued income	1,800	-
	2,596	2,259

### 9 Creditors: amounts falling due within one year

	2022 £	2021 £
Trade creditors	38,565	53,670
Accrued expenses	18,214	7,741
Charity bank loan	248,329	-
Barclays bounce back loan	47,500	-
	352,608	61,411

# Countess Mountbatten of Burma Romsey Memorial Trust

## Notes to the accounts for the year ended 31 May 2022

### 10 Creditors: amounts falling due after more than one year

	2022 £	2021 £
Charity Bank Loan	-	167,918
Barclays Bounce Back Loan	-	50,000
	<u>-</u>	<u>217,918</u>

### 11 Related party disclosures

During the year, the Charity paid £9,660 (2021: £9,734) to the wife of the trustee Cllr. I Hibberd for administration services.

The Charity paid £nil (2021: £18,246) to the Hon. Surveyor for survey and project managements services.

### 12 Analysis of net assets between funds

	Fixed assets £	Net current assets/ (liabilities) £	Fund balance £
<b>Restricted funds</b>	-	<b>3,708</b>	<b>3,708</b>
<b>Unrestricted funds</b>	<b>782,177</b>	<b>(231,522)</b>	<b>550,655</b>
	<u><b>782,177</b></u>	<u><b>(227,814)</b></u>	<u><b>554,363</b></u>

### 13 Net cash flows from operating activities

	2022 £	2021 £
Net movement in funds (as per the statement of financial activities)	<b>(19,256)</b>	119,338
Depreciation charges	<b>13,772</b>	13,959
Interest received	<b>(904)</b>	(1,610)
(Increase)/decrease in debtors	<b>(337)</b>	11,927
Decrease in creditors (excluding loans)	<b>(4,632)</b>	(5,464)
<b>Net cash provided by operations</b>	<u><b>(11,357)</b></u>	<u>138,150</u>

### 14 Post balance sheet event

Following the year end, the trustees' made the decision to sell the care home and proceeds of £2,310,505 were received following the year end. The objects of the charity are being updated to reflect this.