

ST JOHN'S LICHFIELD
(A Charitable Incorporated Organisation)

REGISTERED CHARITY NUMBER 1155998

FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023

Dains Audit Ltd
Chartered Accountants
St Johns Court
Wiltell Road
Lichfield
Staffordshire
WS14 9DS

**ST JOHN'S LICHFIELD
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023**

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**ST JOHN'S LICHFIELD
ANNUAL REPORT
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Reference and administrative information

The Charity is a charitable incorporated organisation and is registered with the Charity Commission under charity registration number 1155998.

The Charity's activities are governed by an amended Constitution adopted on the 2nd March 2021.

The Charity's principal office is located at

St John's Hospital
St John's Lichfield
St John Street
Lichfield
Staffs
WS13 6PB

Website: www.stjohnslichfield.org

The Board of Trustees can comprise up to 10 appointed trustees, who are elected by the Board, and 2 nominated trustees, who are appointed respectively by the **President** and the Chapter of the Cathedral Church of Lichfield.

President: The Bishop of Lichfield

Trustees:

The Charity trustees who have served during the financial year and up to the date of this report (including those who have retired during the year) are listed below:

C P Kitto	Chairman
R B K Dyott	Vice-chairman
N Argust	Chapter's nominated trustee
Mrs G Cox	
Mrs K A Duncan-Brown	
Mrs L Lockwood	
Mrs S Sharpe	
A D Thompson	
His Hon R S W F Tonking	
Revd E A Wall	Re- appointed as the President's nominated trustee 26 th September 2022

There are currently 10 trustees.

To better manage the affairs of the Charity the Trustees operate the following committees which report regularly to the Trustee Board, which meets approximately every 2 months.

Finance and General Purposes (F&GP):

C. P. Kitto (Chairman)
R.B.K. Dyott (Vice chairman)
N. Argust
The Reverend E.A. Wall

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Reference and administrative information (continued)

Appointment of Residents:

C.P. Kitto (Chairman)
Mrs K.A. Duncan Brown
A.D. Thompson
Mrs. L. Lockwood
Mrs S. Sharpe
Mr N Argust

Gardens and Grounds:

Mrs L. Lockwood (Chairman)
Mrs S. Sharpe
C.P. Kitto

In addition, ad hoc working groups are formed to deal with specific matters which cannot be conveniently or effectively considered at a main meeting of the Board, or in F&GP or other formal committee meetings.

The Charity's main advisers are as follows:

Principal Bankers:

CAF Bank Limited
25, Kings Hill Avenue,
Kings Hill,
West Malling,
Kent
KT19 4JQ

Registered Auditors:

Dains Audit Limited
Chartered Accountants
St Johns Court
Wiltell Road
Lichfield
Staffs
WS14 9DS

Investment Advisers:

RBC Brewin Dolphin Limited
The Chatwin Building
81 Colmore Row
Birmingham
B3 2AP

Solicitor:

Ansons Solicitors Limited
St. Mary's Chambers
5-7 Breadmarket Street
Lichfield
WS13 6LQ

**Property advisers
And Land Agents:**

Bagshaws LLP
69 Derby Road
Uttoxeter
Staffs
ST14 8E

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Key personnel:

Revd Sharon Greensmith - The Master
Mrs J Bostock – Bursar
Miss W Smith – Office manager

Report of the Trustees for the year ended 30 June 2023

The Trustees present their annual report and financial statements for the year ended 30 June 2023. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the governing document, the Charities Act 2011 and 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 effective 1 January 2019.

STRUCTURE GOVERNANCE AND MANAGEMENT

History and Governing Document

The Charity's activities are governed by an amended constitution adopted on 2nd March 2021 superseding that of 12 September 2013.

By virtue of a pre-merger vesting agreement dated 1 September 2015, the unincorporated charity St John's Hospital (registered charity number 214784), transferred its assets to St John's Lichfield.

St John's Hospital was re-founded in 1495 and was governed by a Charity Commission Scheme dated the 8 January 1976 as varied and affected by further Schemes dated the 25 May 1983, 16 September 1997 and 26 September 2014 and as amended by resolutions dated 3 May 2007 and 3 November 2011.

The objects of the Charity are to provide and maintain almshouse accommodation for beneficiaries who have previously lived in the Diocese of Lichfield, to provide such benefits for the residents as the Trustees decide and to make provision for the relief of those in need within the Diocese.

To qualify for appointment to almshouse accommodation beneficiaries must be poor persons of good character who are in need.

The Charity does not actively fundraise, but to fulfil its objectives relies on weekly maintenance contributions from residents and the careful stewardship of its investment properties and portfolio of stocks and shares.

Recruitment and Appointment of Trustees

The constitution provides for a maximum of 12 Trustees of whom 10 are elected by the Board, by resolution at a meeting of the Board, and 2 are nominated; one by the President and one by the Chapter of the Cathedral Church of Lichfield. All Trustees (whether elected or nominated) are appointed to serve for a period of 4 years. In selecting individuals for appointment as charity trustees, the skills, knowledge and experience needed for the effective administration of the CIO are taken into consideration.

The Trustees are continuing their efforts to make further appointments to enhance the skillset of the Board.

Trustee Induction and Training

A pro forma information sheet is provided to nominating bodies prior to an appointment. The induction process for a newly appointed trustee comprises of an initial meeting with the Bursar at which an information pack including copies of the current version of the governing document, the most recent annual report and accounts, minutes of Trustees' meetings held in the previous 12 months and the Charity Commission Guidance "The Essential Trustee: what you need to know" is provided.

As part of the training programme Trustees are encouraged to attend seminars and training sessions

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provided by the Almshouse Association (AA) of which the charity is a member. The AA provides information on good practice and changes in the law affecting almshouse charities, and acts as an authority to lobby the Government and Regulators on behalf of almshouse charities.

Organisation

The Trustees meet regularly throughout the year to consider the Charity's affairs and its strategy, which includes consideration of grant making, investments, reserves, risk management policies and performance. In addition the Trustees hold strategic planning days from time to time to consider particular initiatives and challenges.

Key management personnel

The Board of Trustees is responsible for the overall strategic direction of the Charity and for ensuring that the key management personnel, namely the Master, the Bursar and the Office Manager, implement the agreed strategy and conduct the Charity's operations in the most effective way, complying with all laws and regulations in a manner consistent with best practice.

The Trustees give of their time freely and no trustee remuneration or expenses were paid during the year.

The Trustees are required to disclose all relevant interests and register them with the Bursar and, in accordance with the Charity's constitution, withdraw from decisions where a conflict of interest arises.

The Master is responsible for overseeing the welfare of residents and the execution of her duties as chaplain. Previously this was a part time post, but the current Master, Revd Sharon Greensmith, was appointed on a full time basis with effect from the 30 May 2022 in recognition of the importance of the role of the Master at the heart of the community at St John's. The Master is required to be a priest in Holy Orders, is licensed by the Bishop of Lichfield and is paid a Stipend at the same rate as all other Anglican priests within the Diocese of Lichfield.

The Bursar is employed on a part time basis and works closely with the Chairman and Vice-Chairman. She is responsible for the day to day management of the Charity assisted by the full time Office Manager whose responsibility includes administration and the day to day liaison with residents, trustees, staff and visitors. Remuneration for both posts is based on similar roles within the locality and is reviewed annually.

Risk Management

The Trustees have a risk management strategy which comprises:

- a written risk analysis;
- an annual review of the analysis;
- the establishment of systems and procedures to mitigate those risks identified in the analysis; and
- the implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise.

Matters addressed include:

- investment management where the risks have been ameliorated by appointing external Fund Managers to manage a portfolio of diverse investments designed to provide a balance between capital growth and income;
- management of the portfolio of agricultural land through a retained firm of Land Agents/Surveyors, who carry out regular reviews and inspections to ensure that the land and buildings are maintained in good condition;
- the condition of the almshouse buildings and grounds through a retained firm of Architects with expertise in dealing with Grade 1 listed buildings, who carry out quinquennial reviews and annual inspections to ensure that the buildings and grounds are maintained in good condition;
- a comprehensive review of Fire Risk and Health & Safety at Work;
- a review of Financial Procedures;
- an annual review of Conflicts of Interest; and
- a complaints review and self-assessment

Objects and Activities for the Public Benefit

The objects of the charity, as provided for by the constitution, are:

- the provision and maintenance of almshouse housing accommodation for beneficiaries and of any Chapel attached thereto;
- such charitable purposes for the benefit of the residents (either generally or individually) as the charity trustees decide; and
- the relief of beneficiaries (either generally or individually) by making grants of money or providing or paying for items, services or facilities calculated to relieve the need of such persons.

The almshouses are located on two separate sites in Lichfield known as St John's without the Barrs and St. John's within the Close. St John's without the Barrs contains 30 apartments suitable for married couples. St John's within the Close consists of 4 studio apartments and 8 apartments suitable for married couples.

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit and have complied with their duties under the Charities Act 2011.

Since its re-foundation in 1495, St John's has existed for the public benefit of the citizens of Lichfield and the Diocese of Lichfield. Originally offering sanctuary to just 'thirteen honest poor men' and a refuge for travellers who were 'without the Barrs of the City' it has consistently provided Christian support to those in need and at the year-end it housed 48 residents.

All persons resident in the Diocese of Lichfield are welcome to apply for accommodation as vacancies arise and the Trustees strive to make life increasingly comfortable for members of the St John's community. St John's Without the Barrs, which is a Grade 1 listed site, welcomes visitors to its Chapel.

The Charity benefits from a stable community for its independent living accommodation and there is always a high level of demand when apartments become available. Residents are encouraged to act as 'good neighbours' to each other and enjoy the benefits of living in a safe and secure community and a calm and peaceful environment in the heart of Lichfield. The Chapel offers daily prayers and weekly Eucharistic services for those who wish to attend.

Review of the year

Work during the year has concentrated on remodelling and refurbishing the Grade I listed Master's House, to create a modern, well insulated apartment for the Master, along with a meeting room for Trustees. As part of this work all the windows were fitted with secondary glazing, insulation was added to the internal surfaces of the external walls (where possible), additional soundproofing inserted between the ceilings and floors, the heating system upgraded, all electrical wiring and all pipework replaced, the fire alarm system upgraded, and fire resistance throughout the property enhanced. This work was completed in December 2022 and the Master took up residence in January 2023.

In addition work has continued to focus on the on-going programme to ensure that all accommodation reaches the high standard achieved in the new almshouses, which were completed to Passivhaus standards in the year to 2018. During the year this work has focussed on St John's within the Close which has had communal areas redecorated and refurnished. All internal lighting in the corridors and communal areas along with the emergency lighting has also been replaced to provide a bright welcoming, energy efficient environment.

The Trustees had originally intended to replace the Chapel roof at the same time as refurbishing the Master's House (instead of merely carrying out running repairs), which would enable it to be insulated and (subject to faculty) to re-order the Chapel internally by creating an entrance ramp, a larger "welcome" area at the rear along with other improvements. Although a faculty has been granted for the replacement of the roof, this work has had to be deferred for the time being due to the extremely high cost of refurbishing the Master's House.

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During the year in the garden at St John's without the Barrs the wide border adjacent to the rebuilt boundary wall has been cleared and replanted with a range of colourful flowering shrubs, climbers and perennials. In addition two trees in commemoration of the late Queen Elizabeth's Platinum Jubilee have been planted; one at St John's without the Barrs, the other at St John's within the Close.

Residents have also enjoyed the annual Patronal festival held to celebrate the festival of St John the Baptist on 22nd June 2023 and a tea party to celebrate the coronation of King Charles III on 3rd May 2023.

During the course of the year, as the historical patrons, St John's was involved in the finding and presentation of the Revd John Coyne as the new incumbent of the benefice of Burton in Wirral and Shotwick, who was duly installed on behalf of the Bishop of Chester on the 16th October 2022.

FINANCIAL REVIEW

Policy and Performance

In addition to weekly maintenance contributions from residents, the Charity derives its income from its portfolio of investments and various property holdings. The property holdings are managed by the Trustees, who take appropriate professional advice. The investment portfolio is managed by external fund managers on a discretionary basis, whose brief is to seek capital growth to maintain the real value of the funds in their hands while providing an annual income to help maintain facilities within the almshouse. The fund managers pursue a moderate risk investment policy and maintain a diversified portfolio through a combination of UK Government or other high-quality fixed interest stocks, and good quality investments, e.g. FTSE 100 Stocks in the UK and major overseas markets, the latter mainly through the medium of investment and unit trusts.

The Trustees' investment policy requires that the charity's assets be invested in line with its objects though the Trustees do not adopt an exclusionary policy, but individual investments are to be excluded if perceived to conflict with the Charity's purpose. As part of their investment process the fund managers are required to consider the environmental, social and governance risks and opportunities involved.

Over the last financial year, the portfolio has generated a positive total return of 4.32% (after fees). This compares to a return of 6.6% for the RBC Brewin Dolphin Risk Category 6 portfolio and 3.17% for the Asset Risk Consultants (ARC) Steady Growth index. The ARC index is made up of over 4,000 charity portfolios from 37 different investment managers and provides a good comparison to the performance of peers with a similar level of investment risk. Portfolio performance has been supported by investor optimism as inflation continues to trend downwards with higher interest rates ostensibly having the desired effect of bringing price growth under control.

Reserves Policy

Charity funds at 30 June 2023 totalled £17,855,999 [2022: £18,427,495] comprising permanent endowment £14,553,359 [2022: £14,527,339], restricted funds £201,124 [2022: £204,918], designated funds £273,342 [2022: £803,414] and income funds £2,828,174 [2022: £2,891,524] (which includes £2,756,179 of tangible fixed assets) [2022: £2,794,812]. The reduction in designated funds reflects the expenditure on the Master's House. It is the Charity's intention to rebuild these reserves to a more acceptable level.

The Trustees have reviewed the Charity's needs for reserves in line with the guidance issued by the Charity Commission and have decided that it is appropriate to maintain free reserves at a minimum of £100,000, this being sufficient to finance a minimum of 6 months of expenditure, should income be compromised. At 30 June 2023 the free reserves element in the income fund amounted to £112,688 in line with the target figure. The reserves policy is reviewed annually.

Complaints review

No complaints were received during the year. The Trustees' Complaints Policy is compliant with the Housing Ombudsman's Code of Conduct.

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Plans for the Future

The ongoing programme of replacing and upgrading to provide fully accessible bathrooms and modern kitchens will continue.

Redecoration and refurbishment work of the common areas and corridors at St John's within the Close is now complete apart from window coverings.

Trustees also plan to repair one of the chimneys on the East Wing at St John's without the Barrs which has been leaning for a number of years. It will be removed and rebuilt. This work is weather dependent and so is likely to be carried out in the spring.

The Gardens and Grounds Committee has plans to address the overgrown area along the perimeter of the Birmingham Road and the distressed state of the summerhouse lawn.

The Trustees have agreed to retain the land adjacent to the almshouses at St John's without the Barrs with a view to redeveloping it to provide further almshouse accommodation and facilities.

TRUSTEES' RESPONSIBILITIES IN RELATION TO THE FINANCIAL STATEMENTS

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period. In preparing these financial statements, 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 financial statements; and
- 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 proper accounting records that 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 Charities Act 2011, the Charity (Accounts and Reports) Regulations and the provisions of the constitution. 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.

Approved by the Trustees on 16 November 2023 and signed on their behalf by:

Christopher P Kitto

Independent Auditor's Report to the St John's Lichfield

Opinion

We have audited the financial statements of St John's Lichfield (the 'charity') for the year ended 30 June 2023 which comprise the Statement of Financial Activities, the Balance Sheet and notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 30 June 2023, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- the charity has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 7, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

- the senior statutory auditor ensured that the engagement team collectively had the appropriate competence, capabilities and skills to recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with trustees and other management and from our commercial knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including financial reporting legislation, taxation legislation, anti-bribery, employment and environmental and health and safety legislation;
- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud;
- considering the internal controls in place to mitigate the risks of fraud and non-compliance with laws and regulations.

Independent Auditor's Report to the St John's Lichfield (continued)

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- assessed whether judgements and assumptions in determining the accounting estimates set out in note 2 were indicative of potential bias;
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation;
- reading the minutes of meetings of those charged with governance;
- enquiring of management as to actual and potential litigation and claims;
- reviewing correspondence with relevant regulators and the charity's legal advisors.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/Our-Work/Audit/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Auditors-responsibilities-for-audit/Description-of-auditors-responsibilities-for-audit.aspx>. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Andrew Morris FCA (Senior statutory auditor)

For and on behalf of Dains Audit Ltd

Statutory Auditor

Chartered Accountants

Lichfield

16 November 2023

ST JOHN'S LICHFIELD
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 30 JUNE 2023

Income and Endowments from:

Charitable Activities						
Maintenance Contributions						
Investments						
Income from Listed Investments	247,766				247,766	240,002
Bank Deposit Interest	100,097	2,750			102,847	93,677
Rental Income	3,809	5,685			9,494	729
Donations and Legacies	120,883				120,883	119,328
Other Trading Activities					-	970
Car Park Income	880				880	1,139
Total Income	473,435	8,435			481,870	455,845

Expenditure

Charitable Activities						
Almshouse Running Costs	3	358,947	646,444	3,794	25,545	1,034,730
Grants Payable	5	1,350				1,350
Other Costs	4	40,633				40,633
Raising Funds						
Investment Property Management Expenditure		30,168				30,168
Investment Management Charges			1,169		22,621	23,790
Car Park Operating Costs		6,087				6,087
Total		437,185	647,613	3,794	48,166	1,136,758

Net Gains/(Losses) on Investments

Realised - Listed Investments	12		1,825		46,913	48,738
Unrealised - Listed Investments	12		7,281		27,273	34,554
Unrealised - Investment Property	12					(414,449)
Net Income/(Expenditure)	8	36,250	(630,072)	(3,794)	26,020	(571,596)

2,099,000 1,666,767

Transfers between Funds

(100,000) 100,000

(63,750) (530,072) (3,794) 26,020 (571,596) 1,666,767

Net Movement in Funds

(63,750) (530,072) (3,794) 26,020 (571,596) 1,666,767

Reconciliation of Funds:

Balances brought forward	2,891,924	803,414	204,918	14,527,339	18,427,595	16,760,728
Balances carried forward	2,828,174	273,342	201,124	14,553,359	17,855,999	18,427,495

**ST JOHN'S LICHFIELD
BALANCE SHEET
30 JUNE 2023**

	Notes	2023 £	£	2022 £	£
Fixed Assets					
Tangible Fixed Assets	10		5,358,547		5,426,519
Chapel	11		Not valued		Not valued
Investments	12		12,255,415		12,192,843
			<u>17,613,962</u>		<u>17,619,362</u>
Current Assets					
Debtors	13	42,566		37,547	
Cash at Bank and in Hand		<u>317,297</u>		<u>854,644</u>	
		359,863		892,191	
Less:					
Creditors: Amounts falling due within one year	14	<u>77,133</u>		<u>42,869</u>	
Net Current Assets			282,730		849,322
Total Assets less Current Liabilities					
Creditors: Amounts falling due after more than one year	15		<u>40,693</u>		<u>41,189</u>
			<u>17,855,999</u>		<u>18,427,495</u>
Capital and Reserves					
Permanent Endowment	17		14,553,359		14,527,339
Restricted Funds			201,124		204,918
Designated Funds	16		273,342		803,414
Income Account			2,828,174		2,891,824
			<u>17,855,999</u>		<u>18,427,495</u>

These accounts were approved by the Board of Trustees on 16 November 2023 and signed on their behalf by:

C P Kitto

E A Wall

**ST JOHN'S LICHFIELD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023**

1. Establishment of St John's Lichfield

St John's Lichfield is a charitable incorporated organisation, which was registered with the Charity Commission on 4 March 2014. Its governing document is a constitution approved on 12 September 2013, as amended 2 March 2021.

2. Accounting Policies

a) Basis of Accounting

The financial statements 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 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes.

b) Expenditure

Expenditure is accounted for on an accruals basis. Bursar's and manager's salaries are apportioned 70% to charitable activities and 30% to other costs. (2022 - 70%:30%)

Office expenditure is apportioned 80% to charitable activities and 20% to other. (2022 - 80%:20%)

c) Tangible Fixed Assets

Freehold Property and Property Improvements

The Almshouses situated in St John Street and known as St John's without the Barrs, were constructed in the fifteenth century and were extended in the 1960s. There is no record of the original cost and no value is attributed thereto. Improvement work which has taken place since 1 July 1992 has been capitalised and depreciation is being provided at 10% per annum on a straight line basis. The Almshouses completed during 2018 are depreciated on a straight line basis over 50 years. Internal fittings, including bathrooms and kitchens, are not depreciated. They are replaced on a rolling basis and the costs are charged to the Cyclical Maintenance Fund.

Leasehold Housing Properties (The Close)

The leasehold housing properties cost relates to the construction of the Almshouses known as St John's within the Close. This development took place during the 1980s and was funded by a Housing Association Grant, a mortgage loan from the Housing Corporation (secured by a charge on the buildings) and from St John's Hospital's own resources.

Depreciation is provided on a straight line basis, so as to write off the cost over the term of the lease.

d) Housing Association Grant

Housing Association Grant (HAG) was paid by the Housing Corporation towards the cost of development. To the extent that the property has not been depreciated, it is shown as a Restricted Fund on the Balance Sheet.

e) Listed Investments

Listed investments are initially recognised at transaction value and subsequently measured at their market value as at the balance sheet date.

f) Investment Property

Investment Property is included at open market value subject to existing use.

ST JOHN'S LICHFIELD
NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 30 JUNE 2023

g) Consecrated assets

No value has been attributed to consecrated assets in the financial statements.

h) Cyclical Repairs and Maintenance

St John's Lichfield has established a regular programme of cyclical repairs and maintenance. Costs are charged to the Cyclical Repairs and Maintenance Fund in the year in which they are incurred.

i) Cyclical Repairs and Maintenance Fund

This designated reserve represents amounts set aside for cyclical maintenance.

j) Extraordinary Repairs

Costs of extraordinary repairs, unless representing improvements to the properties, are charged to the Extraordinary Repairs Reserve in the year in which they are incurred.

k) Extraordinary Repairs Fund

This designated reserve represents amounts set aside to carry out major repairs on the Housing Properties.

l) Value Added Tax

St John's Hospital is not registered for value added tax. In these Financial Statements, where applicable, expenditure is shown inclusive of value added tax.

3. Almshouse Running Costs

	Income Account	Other Funds	Designated Funds	Total 2023	Total 2022
	£	£	£	£	£
Rates and Insurance	41,097			41,097	31,705
Heating and Lighting	43,282			43,282	37,320
Staff Costs and Contractors	23,286			23,286	18,646
Upkeep of Grounds	20,684			20,684	29,443
Repairs and Renewals	61,685		31,679	93,364	87,781
Architects and Surveyors Fees					7,860
Refurbishment of Master's House	-		614,765	614,765	72,616
Sundries	28,268			28,268	31,863
Other Benefits for Residents	1,973			1,973	4,899
Master's Stipend and Expenses	39,054			39,054	17,401
Chapel Expenses	9,733			9,733	11,767
Depreciation	22,397	29,339		51,736	51,736
Amount written off Property					
Improvements	16,236			16,236	16,236
Loan Interest	5,527			5,527	5,590
Bursar & Manager's Salaries	37,377			37,377	33,573
Office Expenses inc Telephone	8,348			8,348	9,070
	<u>358,947</u>	<u>29,339</u>	<u>646,444</u>	<u>1,034,730</u>	<u>467,506</u>
Restricted Funds		3,794			
Permanent Endowment		<u>25,545</u>			
		<u>29,339</u>			

In 2022 expenditure from designated funds totalled £119,238, comprising repairs £44,995, architect and surveyors fee £1,627 and refurbishment of Master's House £72,616.

In 2022 depreciation included £3,794 financed from restricted funds and £25,545 from permanent endowment.

ST JOHN'S LICHFIELD
NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 30 JUNE 2023

4. Other Costs

	Total 2023	Total 2022
	£	£
Bursar and Manager's Salaries	16,018	14,389
Audit and Accountancy	11,555	9,732
Trustee Indemnity Insurance	3,766	3,766
Sundry Expenses	6,756	3,719
Legal Fees	360	
Office Expenses	2,087	2,268
Bank Charges	91	142
	<u>40,633</u>	<u>34,016</u>

5. Grants Payable

	2023	2022
	£	£
Grants to individuals	1,350	761
	<u>1,350</u>	<u>761</u>

6. Employee Information

	2023	2022
The average weekly number of persons employed during the year, based on a full time equivalent basis was:		
Office Staff	1	1
Master and Other staff	2	2
	<u>3</u>	<u>3</u>

	£	£
Staff costs are as follows:		
Wages and Salaries	88,438	60,832
Social Security	2,117	316
Defined Benefit Pension Contributions	8,320	600
Defined Contribution Pension contributions	1,876	1,706
	<u>100,751</u>	<u>63,454</u>

No employee received remuneration amounting to more than £60,000 in either year.
Total remuneration of key management personnel was £90,840 (2022 - £51,897).

7. Trustees Remuneration and Expenses and Related Party Transactions

No remuneration directly or indirectly out of the funds of the Charity was paid or payable for the year to any trustee or to any person known to be connected with any of them.

No expenses were paid during the year (2022 - £nil).

There were no other related party transactions.

8. Taxation

St John's Lichfield is a registered charity and all income and gains are covered by exemptions.

ST JOHN'S LICHFIELD
NOTES TO THE FINANCIAL STATEMENTS (Continued)
FOR THE YEAR ENDED 30 JUNE 2023

9. Net Incoming Resources for the Year are stated after charging:

	2023	2022
	£	£
Amounts written off Property Improvements	16,236	16,236
Depreciation - Freehold Property	44,500	44,500
Depreciation - Leasehold Property	7,236	7,236
Auditors Remuneration:		
In their capacity as auditors	6,000	5,400
Other services	5,555	4,332
Trustee Indemnity Insurance	3,766	3,766
Interest payable on loan wholly or partly repayable in more than five years	5,527	5,590

10. Tangible Fixed Assets

	Freehold Land & Buildings	Property Improvements	Leasehold Housing Properties	2023	2022
	£	£	£	£	£
Cost at 1 July 2022	5,241,123	1,260,056	549,964	7,051,143	7,051,143
Cost at 30 June 2023	<u>5,241,123</u>	<u>1,260,056</u>	<u>549,964</u>	<u>7,051,143</u>	<u>7,051,143</u>
Depreciation at 1 July 2022	222,500	1,242,932	159,192	1,624,624	1,556,652
Charge for the year	44,500	16,236	7,236	67,972	67,972
Depreciation at 30 June 2023	<u>267,000</u>	<u>1,259,168</u>	<u>166,428</u>	<u>1,692,596</u>	<u>1,624,624</u>
Net Book Value 30 June 2023	<u>4,974,123</u>	<u>888</u>	<u>383,536</u>	<u>5,358,547</u>	<u>5,426,519</u>

Freehold Land & Buildings (St John's without the Barrs)

£8,138 represents the purchase of a parcel of land adjacent to the Almshouses known as St John's without the Barrs.

The remaining £5,232,985 represents costs incurred in respect of the new build.

As more fully explained in note 2(b), there is no record of the original cost of the Almshouses known as St John's without the Barrs and no value attributed thereto. These Almshouses were constructed in the fifteenth century and are Grade 1 Listed Buildings. The trustees consider it inappropriate to obtain a valuation of these properties as a conventional valuation would be unreliable and the cost would be onerous compared with the additional benefit derived by the users of the financial statements.

Leasehold Housing Properties (The Close)

The Almshouses known as St John's within the Close were constructed during the 1980s and were funded by a Housing Corporation Grant of £288,386 (the unamortised amount of which is shown as a Restricted Fund on the Balance Sheet) and a residual mortgage loan of £44,728 repayable with interest calculated at 13.5% per annum over 60 years from 1 September 1981. The balance of £216,850 was provided from St John's Hospital's own resources. The lease is for a term of 99 years from 2 December 1978.

**ST JOHN'S LICHFIELD
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 30 JUNE 2023**

11. Chapel

The Chapel is excluded from the financial statements by s10 of the Charities Act 2011.

12. Investments

	2023	2022
	£	£
Listed Investments	3,703,953	3,662,740
Investment Portfolio Cash	71,462	50,103
Investment Property	8,480,000	8,480,000
	<u>12,255,415</u>	<u>12,192,843</u>

UK Listed Investments

Market Value at 1 July 2022	3,662,740	4,571,297
Additions at cost	714,552	772,780
Disposals during the year	(756,631)	(1,344,370)
Profit/(loss) on disposal	48,738	77,482
Net unrealised investment gains/(losses)	34,554	(414,449)
Market Value at 30 June 2023	<u>3,703,953</u>	<u>3,662,740</u>

Cost at 30 June 2023

<u>3,403,162</u>	<u>3,211,844</u>
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Held as to:

Endowment Fund	3,517,682	3,486,782
Building Fund	186,271	175,958
	<u>3,703,953</u>	<u>3,662,740</u>

Investment Property

	2023	2022
	£	£
Portfolio Valuation at 1 July 2022	8,480,000	6,381,000
Unrealised gain on revaluation		2,099,000
Portfolio valuation at 30 June 2023	<u>8,480,000</u>	<u>8,480,000</u>

Unrealised gains included above:

Endowment Fund	<u>5,319,948</u>	<u>5,319,948</u>
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The investment property portfolio (with the exception of one house) was revalued by Malcolm Gale, MRICS, FAAV, FLAA of Bagshaws LLP in April 2023 on the basis of open market value subject to existing use.

The remaining property was valued by the trustees in April 2023 on the basis of open market value subject to existing use.

ST JOHN'S LICHFIELD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023

13. Debtors

	2023	2022
	£	£
Amounts falling due within one year:		
Rental income	10,687	13,816
Prepayments	20,459	14,855
Accrued income	10,035	6,581
Other debtors	1,385	2,295
	<u>42,566</u>	<u>37,547</u>

14. Creditors

Amounts falling due within one year:		
Rental income	10,473	10,658
Other creditors and accruals	66,660	32,211
	<u>77,133</u>	<u>42,869</u>

15. Creditors

Amounts falling due after more than one year:		
Loan (secured) due 1-5 years	3,750	2,880
Loan (secured) due more than 5 years	36,943	38,309
	<u>40,693</u>	<u>41,189</u>

The mortgage loan is secured by a charge on St John's housing properties within the Close. The mortgage is repayable by equal instalments of principal and interest, the final instalment falling due on 31 March 2041.

16. Designated Funds

	Cyclical Maintenance	Extraordinary Repairs	Building Fund 2023	Total 2023
	£	£	£	£
Balance at 1 July 2022	197,902	427,835	177,677	803,414
Investment Income			2,750	2,750
Bank Deposit Interest	5,685			5,685
Realised gain/ (loss) on disposal			1,825	1,825
Unrealised Gains/(Losses) on revaluation			7,281	7,281
Transfer from Income Account	30,000	70,000		100,000
	<u>233,587</u>	<u>497,835</u>	<u>189,533</u>	<u>920,955</u>
Expenditure during the year	31,679	427,835	188,099	647,613
Balance at 30 June 2023	<u>201,908</u>	<u>70,000</u>	<u>1,434</u>	<u>273,342</u>

ST JOHN'S LICHFIELD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023

16. Designated Funds (continued)

	Cyclical Maintenance £	Extraordinary Repairs £	Building Fund £	Total 2022 £
Balance at 1 July 2021	194,132	447,418	203,015	844,565
Investment Income			1,606	1,606
Bank Deposit Interest	392			392
Realised Gain/(Loss) on disposal		23,033	(4,476)	18,557
Unrealised Gains/(Losses) on revaluation			(21,228)	(21,228)
Transfer from Income Account	50,000	30,000		80,000
	244,524	500,451	178,917	923,892
Expenditure during the year	46,622	72,616	1,240	120,478
Balance at 30 June 2022	197,902	427,835	177,677	803,414

17. The assets and liabilities of the Charity are represented by the funds as detailed

	Total 2023 £	Permanent Endowment £	Restricted Funds £	Designated Funds £	Income Account £
Tangible Fixed Assets	5,358,547	2,401,244	201,124		2,756,179
Investments	12,255,415	12,066,754		1,434	187,227
Debtors	42,566				42,566
Cash at Bank and in Hand	317,297	91,026		271,908	(45,637)
Creditors: Within one year	(77,133)	(5,665)			(71,468)
Creditors: More than one year	(40,693)				(40,693)
	17,855,999	14,553,359	201,124	273,342	2,828,174

	Total 2022 £	Permanent Endowment £	Restricted Funds £	Designated Funds £	Income Account £
Tangible Fixed Assets	5,426,519	2,426,789	204,918		2,794,812
Investments	12,192,843	12,014,900		177,943	
Debtors	37,547				37,547
Cash at Bank and in Hand	854,644	91,247		625,754	137,643
Creditors: Within one year	(42,869)	(5,597)		(283)	(36,989)
Creditors: More than one year	(41,189)				(41,189)
	18,427,495	14,527,339	204,918	803,414	2,891,824

18. Contingent Liability

A Housing Association Grant (HAG) of £288,386 was received towards the cost of the construction of the Almshouses known as St John's within the Close. HAG is repayable in certain circumstances primarily following the sale of a property, but will normally be restricted to net proceeds of sale.

19. Charity Merger

By virtue of a pre merger vesting agreement dated 1 September 2015, the unincorporated charity St John's Hospital, registered charity number 214784, transferred its assets to St John's Lichfield, a charitable incorporated organisation, registered charity number 1155998.

20. Future Commitment

At 30 June 2023 St John's Lichfield had future commitments totalling £9,500, in respect of Chapel roof

ST JOHN'S LICHFIELD
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 JUNE 2023
20 Statement of Financial Activities - comparatives

	Income Account £	Designated Funds £	Restricted Fund £	Permanent Endowment £	Total 2022 £
Income and Endowments from:					
Charitable Activities					
Maintenance Contributions	240,002				240,002
Investments					
Income from Listed Investments	92,071	1,606			93,677
Bank Deposit Interest	337	392			729
Rental Income	119,328				119,328
Donations and Legacies	970				970
Other Trading Activities					
Car Park Income	1,139				1,139
Total Income	453,847	1,998			455,845

Expenditure					
Charitable Activities					
Alms-house Running Costs	3 318,929	119,238	3,794	25,545	467,506
Grants Payable	5 761				761
Other Costs	4 34,016				34,016
Raising Funds					
Investment Property Management Expenditure	23,187				23,187
Investment Management Charges		1,240		24,401	25,641
					0
Total	376,893	120,478	3,794	49,946	551,111

Net Gains/(Losses) on Investments					
Realised - Listed Investments	12 18,557			58,925	77,482
Unrealised - Listed Investments	12 (21,228)			(393,221)	(414,449)
Unrealised - Investment Property				2,099,000	2,099,000
Net Income/(Expenditure)	76,954	(121,151)	(3,794)	1,714,758	1,666,767

Transfer between funds	(80,000)	80,000			
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Net Movement in Funds	(3,046)	(41,151)	(3,794)	1,714,758	1,666,767
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Reconciliation of Funds:					
Balances brought forward	2,894,870	844,565	208,712	12,812,581	16,760,728
Balances carried forward	2,891,824	803,414	204,918	14,527,339	18,427,495