

# **ROLLESTON ALMSHOUSE CHARITY**

## **ANNUAL REPORT AND ACCOUNTS**

for the year ending 31st December 2023

Registered Charity No 1158564

# **ROLLESTON ALMSHOUSE CHARITY**

## **TRUSTEES ANNUAL REPORT for the year ending 31st December 2023**

### Scheme

The objects of the Charity are;

1. The maintenance and provision of almshouse accommodation for the public benefit of those in charitable need including those in financial hardship and who are resident in the parishes of Rolleston and Anslow in Staffordshire.
2. The relief of financial hardship, either generally or individually, of the residents of the parishes of Rolleston and Anslow in Staffordshire by making grants of money or providing or paying for items, services or facilities.
3. The maintenance of the clock of St Mary's Rolleston parish church and the bridges over Rolleston brook for the public benefit of the residents of the parishes of Rolleston and Anslow in Staffordshire.

The objects are set out in the Governing Document adopted by the Trustees on 12th September 2014.

### Review of Activities

The Charity owns and maintains 6 almshouses at Burnside, Rolleston on Dove, Staffordshire. Title to the property is vested in the Official Custodian for Charities.

The Trustees regularly contacted the residents during the year to ensure the almshouses were in satisfactory condition. Refurbishment of the almshouse at No 10 was completed in Autumn 2023 and the vacancy was filled by the resident at No 4 on 2nd November 2023. Refurbishment of the almshouse at No 4 was completed in Spring 2024 and the vacancy filled on 29th April 2024.

The Weekly Maintenance Contributions remained at £66 throughout the year, though the weekly charge for the renovated almshouse at No 12 was increased to £70. All Weekly Maintenance Contributions were increased from 1st January 2024.

During the year, £39,455 was spent on the almshouse at No 10 in anticipation of its occupation. £38,872 of this expenditure was charged to the Extraordinary Repair Fund with the balance of £583 charged to the Cyclical Maintenance Fund.

The Trustees also spent £13,608 during the year repairing the flat roofs (charged to the Extraordinary Repair Fund) and £2,384 replacing the back doors (charged to the Cyclical Maintenance Fund).

The Trustees were delighted to receive donations from individuals and other voluntary organisations within the local community towards the costs of modernising the almshouses which totalled £3,641.

## Management

The Trustees met five times during the year to conduct and review the management of the Charity.

## Recruitment of Trustees

All Trustees shall be persons over the age of 16 residing or carrying on business in or near the parishes of Rolleston and Anslow in Staffordshire.

2 Trustees are nominated by Rolleston on Dove Parish Council, 1 by Anslow Parish Council and 1 by East Staffordshire Borough Council, though ESBC has decided they no longer wish to nominate a Trustee. In addition, the Charity should have not less than 3 nor more than 6 appointed Trustees. In selecting individuals for appointment, the Trustees have regard to the skills, knowledge and experience needed for the effective administration of the Charity.

## Public Benefit

In exercising their powers and duties the Trustees have at all times complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

## Accounts

The Trustees have chosen to prepare the Charity's accounts on a receipts and payments basis.

## Charity Funds

The Almshouse Fund is a capital fund representing the value of the property at 2-12 Burnside. On 12th August 2014 the property was valued by Wayne J Goodwin BA (Hons) BSc MRICS FNAEA at £171,600.

The Endowment Fund is a capital fund from which the income generated is applied by the Trustees in accordance with the objects set out in the Governing Document.

In accordance with best practice, the Trustees have chosen to maintain an Extraordinary Repair Fund to provide for the extraordinary repair, improvement or rebuilding of the almshouses. Similarly, the Trustees have chosen to maintain a Cyclical Maintenance Fund to provide for those items of ordinary maintenance and repair of the almshouses as recur at infrequent intervals. Both are restricted income funds.

The Reserves represent the accumulated income of the Charity which is available for expenditure in furtherance of the Charity's objects at the discretion of the Trustees.

## Reserves Policy

The Trustees consider an appropriate level of Reserves should be held to ensure the Charity has sufficient resources to meet its ongoing expenditure and to allow time for re-organisation in the event of an unforeseen increase in expenditure or liabilities or an unexpected downturn in income or asset values.



The Trustees have made an assessment of the risks and other issues facing the Charity and have considered it prudent to set a target level of Reserves at an amount equivalent to one year's estimated ordinary annual expenditure of the Charity.

The Reserves Policy is reviewed periodically by the Trustees. The amount held as Reserves at 31st December 2023 was £12,093, marginally above the target level.

#### Investment Policy

The BlackRock Charities UK Bond Fund performed steadily during the year due to its composition of fixed interest securities. The M&G Charity Multi Asset Fund rallied strongly in the second half of the year, largely due to its higher equity content reflecting the recovery in the UK stock market.

During the period the Trustees regularly reviewed the performance of the investments and they are satisfied with the overall balance of the investment portfolio.

#### Risk Management

The Trustees manage and govern the Charity in such a way as to minimise exposure to any risks, be they governance, operational, financial, compliance or other risks, but so long as the objectives and operation of the Charity are not compromised.

**Rolleston Almshouse Charity**

Registered Charity No 1158564  
148 High Street, Burton upon Trent DE14 1JY  
[www.rollestonalmshouses.org.uk](http://www.rollestonalmshouses.org.uk)

**Trustees**

Mr S D Richardson (Chairman)	Appointed (resigned 25th May 2023)
Mr S Sanderson (Vice Chairman)	Nominated by Rolleston Parish Council
[elected Chairman 26th June 2023]	
Cllr Mrs B Toon	Appointed
[elected Vice Chairman 24th July 2023]	
Mr S D Appleby	Appointed on 24th July 2023
Ms A J Gillespie	Appointed
Mr R N Houston	Appointed on 24th July 2023
Ms S J Reader	Nominated by Anslow Parish Council
	on 21st January 2024
Mr M D Robson	Nominated by Rolleston Parish Council
Mrs R D Tomlinson	Appointed on 2nd October 2023
Mrs S J Whitty	Appointed

**Clerk to the Trustees**

Mr T J Bramall LLB, 148 High Street, Burton upon Trent DE14 1JY

Tel: 01283 564716

Email: [charities@talbotco.co.uk](mailto:charities@talbotco.co.uk)

**Accounts Examiner**

Mr S McManus

**Solicitors**

Talbot & Co  
148 High Street  
Burton upon Trent  
DE14 1JY

**Bankers**

Lloyds Bank plc  
16 High Street  
Burton upon Trent  
DE14 1JA

Signed S. Sanderson  
Mr S Sanderson (Chairman)

Date 26/07/24

## INDEPENDENT EXAMINER'S REPORT

I report on the accounts of the Rolleston Almshouse Charity for the year ended 31st December 2023 which are set out on pages 6 to 8.

### Respective responsibilities of Trustees and Examiner

The Charity's Trustees 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.


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 any particular matters have come to my attention.

### Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity 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

In connection with my examination, no matter has come to my attention which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act and to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met or to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed  .....  
Mr S McManus

Date 2/8/2024 .....

**Rolleston Almshouse Charity**  
**Statement of Assets and Liabilities as at 31st December 2023**

	<b>General Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total 31.12.23</b>	<b>Total 31.12.22</b>
<b>Tangible Assets</b>					
Property			171,600	171,600	171,600
	<b>0</b>	<b>0</b>	<b>171,600</b>	<b>171,600</b>	<b>171,600</b>
<b>Investment Assets</b>					
BlackRock - Capital			4,060	4,060	3,996
BlackRock - ERF		0		0	39,285
BlackRock - SR	1,211			1,211	1,192
BlackRock - SFM	307			307	302
M&G - ERF		54,244		54,244	51,073
	<b>1,518</b>	<b>54,244</b>	<b>4,060</b>	<b>59,822</b>	<b>95,848</b>
<b>Cash Funds</b>					
COIF Deposit A/C ERF		336		336	322
COIF Deposit A/C	331			331	11,251
Bank Current A/C	10,244	5,105		15,349	9,592
	<b>10,575</b>	<b>5,441</b>	<b>0</b>	<b>16,016</b>	<b>21,165</b>
<b>NET ASSETS</b>	<b>12,093</b>	<b>59,685</b>	<b>175,660</b>	<b>247,438</b>	<b>288,613</b>
<b>Represented by;</b>					
Almshouse Fund			171,600	171,600	171,600
Endowment Fund			4,060	4,060	3,996
Extraordinary Repair Fund		54,580		54,580	96,887
Cyclical Maintenance Fund		5,105		5,105	3,801
Reserves	12,093			12,093	12,329
<b>TOTAL FUNDS</b>	<b>12,093</b>	<b>59,685</b>	<b>175,660</b>	<b>247,438</b>	<b>288,613</b>

Signed S. Sanderson

Date 26/07/24

Mr S Sanderson (Chairman)



**Rolleston Almshouse Charity**  
**Receipts and Payments Account for the year ended 31st December 2023**

	<b>General Funds</b>	<b>Restricted Funds</b>	<b>Endowment Funds</b>	<b>Total Y/E 31.12.23</b>	<b>Total Y/E 31.12.22</b>
<b>Receipts</b>					
Contributions from Residents	17,786			17,786	18,862
Donations Received		3,641		3,641	1,220
Grants Received		0		0	0
Gift Aid Reclaimed		0		0	0
COIF Interest Received	80	14		94	112
Charinco Dividend Income	61	709	164	934	2,007
NAACIF Dividend Income		2,070		2,070	1,884
	<b>17,927</b>	<b>6,434</b>	<b>164</b>	<b>24,525</b>	<b>24,085</b>
<b>Payments</b>					
Repairs & Maintenance	1,624	55,448		57,072	52,747
Insurance	868			868	743
Water Rates	1,359			1,359	1,204
Community Call System	0			0	0
Council Tax	1,216			1,216	1,164
Electricity	690			690	400
TV Licence	22			22	8
Christmas Gifts	150			150	150
Almshouse Association Subs	286			286	277
Clocks & Bridges Fund	0			0	0
Clerk's Remuneration	5,100			5,100	4,500
Professional Fees	36			36	0
Trustees' Expenses	0			0	0
Miscellaneous	0			0	0
	<b>11,351</b>	<b>55,448</b>	<b>0</b>	<b>66,799</b>	<b>61,193</b>
<b>Surplus for the year</b>	<b>6,576</b>	<b>-49,014</b>	<b>164</b>	<b>-42,274</b>	<b>-37,108</b>



**Rolleston Almshouse Charity**  
**Statement of Movement of Funds for the year ended 31st December 2023**

	<b>Almshouse Fund</b>	<b>End'ment Fund</b>	<b>ERF</b>	<b>CMF</b>	<b>Reserves</b>	<b>Total</b>
Balance at 01.01.23	171,600	3,996	96,887	3,801	12,329	288,613
Surplus for year	0	164	-46,046	-2,968	6,576	-42,274
Transfers	0	-164	2,728	4,272	-6,836	0
Revaluation of fund	0	64	1,011	0	24	1,099
<b>Balance at 31.12.23</b>	<b>171,600</b>	<b>4,060</b>	<b>54,580</b>	<b>5,105</b>	<b>12,093</b>	<b>247,438</b>