

# **HOUSING INDEPENDENT PEOPLE**

(A Company Limited by Guarantee)

**Company No. 09413144**

**Charity No. 1160664**

## **TRUSTEE'S ANNUAL REPORT and Financial Statements**

**FOR THE YEAR ENDED**

**31 MARCH 2021**

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<b>Trustees:</b>	Chair	Dr Richard Roberts
	Trustee	Mr Paul Boys
	Secretary	Mrs Jacqueline Roberts
	Trustee	Dr Tom Waterfall
	Trustee	Mr Andrew Boys
	Trustee	Mr Andreas Graham
<b>Company Secretary:</b>	Secretary	Mrs Jacqueline Roberts
<b>Chief Executive:</b>	None. Company/Charity administered by the trustees	
<b>Company number:</b>	09413144	
<b>Charity number:</b>	1160664	
<b>Registered office:</b>	HIP 22 Devon Square Newton Abbot Devon TQ12 2HR	
<b>Auditors:</b>	Independent examiner: Sharon Byamungu	
<b>Bankers</b>	HSBC 42 Courtenay St Newton Abbot TQ12 2EB	
<b>Solicitors</b>	Russel Cooke LLP 2 Putney Hill London SW15 6AB	

The trustees, who are also directors under company law, present their report and financial statements for the year ended 31 March 2021.

The trustees confirm that the financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

## **Objectives and activities**

### **Purposes and aims**

The Objects of the charitable company are to provide or facilitate the provision of accommodation, care and welfare or other related support services to persons with disabilities including permanent learning disabilities.

### **Public benefit**

The trustees have had regard to the Charity Commission's guidance on public benefit. The charity has provided high quality, affordable housing for adults with disabilities, allowing them to live independently.

### **Achievements and performance**

Housing Independent People (HIP) owns two houses in Newton Abbot, which provide quality accommodation for adults with learning disabilities, 4 tenants in one house and 3 in the other. The tenants all receive housing benefit. They receive care packages with both one-to-one and shared elements, and each house has a carer sleeping in overnight. These care packages are neither organised nor provided by HIP, whose role is that of landlord. HIP has maintained the houses in good condition. For example, in this financial year £14,046 was spent on major improvement works at one house and £1,939 was spent on plumbing repairs/improvements. Redecoration internally and externally is done on a five year cycle.

The tenants of both houses had not changed for some years until the death of one tenant in 2020. A new tenant was then identified and there was consultation about this with the existing tenants and their families following HIP's Allocations Policy. A minor change to the Assured Short term Tenancy agreements was made for one of the houses, which enable it to be recognised as "specified accommodation" under Category 2 of the housing benefit regulations. The tenants get on well together and have achieved an increasing degree of independence. The parents of the tenants are becoming older, and the move of their sons/daughters to housing provided by HIP has provided reassurance that their housing will be secure for the future.

The Covid pandemic had a significant impact on the tenants' lives with restrictions of their activities outwith the houses. Nevertheless they generally coped well with the support of their carers.

### **Financial review**

Income for the year came from rent and "contributions" (£34,565). This decreased compared to the year ending March 2020 (£36,228) as there was an 8 month loss of rent and contributions from the tenant who died prior to a new tenant moving in. There were no donations this year and no fund raising. "Contributions" are received from the tenants for the costs of electricity, gas, rates, internet charges etc., which the charity pays on behalf of the tenants. The policy is to adjust the amounts of the contributions paid each month so that they match the cost of these services. The contributions have been well matched to the costs, with

the exception that HIP covered the cost of the contributions not paid following a tenant's death before a new tenant moved in. The rental income is used for maintenance of the properties, and, when reserves are adequate, will be used for repayment of an outstanding loan of £30,000 and future charitable purposes.

Expenditure (including depreciation on the house values) was £45,051, giving a deficit for the year of £10,485. This was greater than the deficit in 2019-20 (£4,788), and in 2018-19 there was surplus of £2,502. The 2020-21 increased deficit is mainly due to the exceptional expenditure of £14,046 on major improvement works at one of the houses.

Total funds on 31 March 2021 were £509,986. Cash at bank was £40,686.

### **Reserve policy**

HIP continues to have a policy to build up a cash reserve of £60,000 to ensure prompt maintenance of the properties. The cash at bank decreased slightly from £40,722 on 31<sup>st</sup> Mar 2020 to £40,686 on 31<sup>st</sup> March 2021.

### **Going concern**

The trustees believe the charity is a going concern.

### **Principal risks and uncertainties**

If the charity lost its tenants and had difficulty finding new tenants, it would lose its rental income and its charitable purpose. The trustees think this risk is very low. The tenants receive housing benefit to pay their rents. They have permanent learning disabilities and their eligibility for the benefit is not likely to change.

### **Plans for the future**

In 2015 the charity achieved its initial objective of purchasing and refurbishing a property to provide high quality accommodation for up to four adults with disabilities, including learning disabilities. This was possible due to a large donation. In 2018 the charity had the donation of a second house accommodating four residents with learning disabilities. We anticipate that we will gradually accumulate funds from the rental income, but it will be many years before funds accumulate sufficiently to consider purchase of another property. At present we are concentrating on continuing to make a success of the houses we have acquired. In the short term any expansion to additional properties will be dependent on further donations. We are not planning to increase our borrowing.

## **Structure, governance and management**

The governing document of the charity is the Articles of Association. The charity is a company limited by guarantee which was incorporated on 29<sup>th</sup> January 2015. The charity's Policies were formally reviewed and updated in March 2018.

### **Appointment of trustees**

When the charity was incorporated there were three trustees with previous experience of charitable trusteeship and relevant experience for HIP (1. A retired director of a national builder who supervised the refurbishment of the residential property, 2. A former Director of social work and retired Chief Executive of the Scottish care regulator, 3. A retired neurologist). An additional trustee was identified and recruited by the existing trustees in March 2015, who is a local general practitioner and distant relative of one of the tenants. Following the donation of a second house in 2018 two additional younger trustees were appointed, who are each siblings of tenants, and who will be in a good position to represent their interests. There are, therefore, now 6 trustees and there are no plans to increase this at

present. Trustees are appointed for 3 years, and are then eligible for reappointment. The charity has a Policy on trustee appointment.

#### **Trustee induction and training**

Housing Independent People, being a very small charity, has not organised formal trustee induction and training. Three of the trustees, however, have experience of being Chairs of other larger charities gaining relevant experience and governance training. One of the trustees is registered with the Scottish Social Services Council and is an approved member of Disclosure Scotland's Protection of Vulnerable Groups Scheme. All trustees have familiarised themselves with the Detailed Guidance of what is required of a charity trustee.

#### **Related parties and relationships with other organisations**

None

#### **Remuneration policy for key management personnel**

Housing Independent People has no employees and is administered by the trustees. The trustees have not claimed any remuneration or expenses.

#### **Statement of responsibilities of the trustees**

The trustees (who are also directors of charitable company for the purposes of company law) 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).

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company 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 UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 30 March 2021 was 6. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

#### **Statement as to disclosure to our auditors**

In so far as the trustees are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware; and
- The trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

#### **Auditors**

Sharon Byamungu has been appointed to provide an Independent Examination of the accounts.

The trustees' annual report was approved by the trustees on 26 October 2021

and signed on their behalf by;



5<sup>th</sup> Nov 2021

.....

Dr Richard Roberts

**Chair**



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

Report to the  
trustees/directors/  
members of

Charity Name  
Housing Independent People

On accounts for the year  
ended

31 March 2021

Charity no.:

1160664

Company no.:

09413144

Set out on pages

1-3

(remember to include the page numbers of additional sheets)

I report to the charity trustees on my examination of the accounts of the Company for the year ended **31/03/2021**

Responsibilities and  
basis of report

As the charity's trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent  
examiner's statement

I am qualified to undertake the examination by being a qualified member of CIPFA.

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below \*) which gives me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).



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.

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

Signed:



Date:

02/11/21

Name:

Sharon Gordon-Roberts

Relevant professional  
qualification(s) or body  
(if any):

CPFA

Address:

7 Unwin Road

Isleworth

TW7 6HY

## Section B

## Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

## Housing Independent People

### Statement of Financial Activities (income and expenditure account) for the period from April 2020 to March 2021

	Unrestricted Funds	Restricted Funds	Total 2020	Unrestricted Funds	Restricted Funds	Total 2019
	£	£	£	£	£	£
<b>Incoming Resources</b>						
General Donations	0.00		0	0.00		0
Rent & Contributions	34,565		34,565	36,228		36,228
	<b>34,565</b>	<b>0</b>	<b>34,565</b>	<b>36,228</b>	<b>0</b>	<b>36,228</b>
<b>Resources Expended</b>						
House Purchase Fees & Depreciation	10,950		10,950	10,950		10,950
House Development	16,029		16,029	11,616		11,616
House Running Costs	17,319		17,319	16,350		16,350
Governance	753		753	2,101		2,101
	<b>45,051</b>	<b>0</b>	<b>45,051</b>	<b>41,016</b>	<b>0</b>	<b>41,016</b>
<b>Net Movement in Funds</b>	<b>(10,485)</b>	<b>0</b>	<b>(10,485)</b>	<b>(4,788)</b>	<b>0</b>	<b>(4,788)</b>
<b>Reconciliation of funds:</b>						
Total funds brought forward	520,472	0	520,472	525,260	0	525,260
Transfer of Assets		0	0		0	0
<b>Total funds carried forward</b>	<b>509,986</b>	<b>0</b>	<b>509,986</b>	<b>520,472</b>	<b>0</b>	<b>520,472</b>

All of the above results are derived from continuing activities.

There were no other recognised gains or losses other than those stated above.



**1. Tangible fixed assets**

	Freehold property £
<b>Cost</b>	
At the start of the year	547,500
Additions in year	
Disposals in year	-
<b>At the end of the year</b>	<b>547,500</b>
<b>Depreciation</b>	
At the start of the year	36,750
Charge for the year	10,950
Eliminated on disposal	-
<b>At the end of the year</b>	<b>47,700</b>
<b>Net book value</b>	
<b>At the end of the year</b>	<b>499,800</b>
<b>At the start of the year</b>	<b>510,750</b>

All of the above assets are used for charitable purposes.

**2. Creditors: amounts due within 1 year**

	2020 £	2019 £
Trade creditors	500	1,000
	<b>500</b>	<b>1,000</b>

**3. Creditors: amounts due after more than 1 year**

	2020 £	2019 £
Loan Repayment	<b>30,000</b>	<b>30,000</b>