

**REGISTERED CHARITY NUMBER: 1168918**

**REPORT OF THE TRUSTEES AND  
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023  
FOR  
THE SOLIHULL MANOR HOUSE CHARITY**

Lowson Ward  
Chartered Accountants  
292 Wake Green Road  
Birmingham  
B13 9QP

**THE SOLIHULL MANOR HOUSE CHARITY**

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FOR THE YEAR ENDED 31 DECEMBER 2023**

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# THE SOLIHULL MANOR HOUSE CHARITY

## REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

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The trustees present their annual report together with the financial statements for the year ended 31st December 2023.

### OBJECTIVES AND ACTIVITIES

#### Objectives and aims

The object of the Charity is the preservation of The Solihull Manor House with its ancillary buildings and Garden as a property of historic and natural beauty and to allow its use for the benefit and enjoyment of inhabitants of Solihull and neighbourhood, but having regard to the use of the property to the best advantage of the Charity.

The Charity constitutes a public benefit entity and the trustees have complied with the duty in section 17(5) of the 2011 Charities Act to have due regard to public benefit guidance published by the Charity Commission.

### ACHIEVEMENT AND PERFORMANCE

The major responsibility of the Trust is to ensure the continued viability of the property in accordance with the Trust Deed, and this has been carried out.

Primarily the fabric and general condition of the building is good, with maintenance work carried out as needed.

### FINANCIAL REVIEW

#### Financial position

Total income for the year ended 31st December 2023 is £87,508 (2022: £90,742) with expenditure of £80,860 (2022: £77,552). This has generated a surplus of £6,648 (2022: £13,190) for the year, which has been carried forward as unrestricted reserves in the financial statements.

The Statement of Income & Expenditure and Balance Sheet are shown on pages 5 and 6 respectively.

#### Reserves policy

The trustees aim to maximise the reserves of the charity whilst ensuring the maintenance of the property.

Total reserves at the year end were £78,366 (2022: £71,718).

#### Going concern

No material uncertainties exist that cast doubt on the charities ability to continue. The Trustees are of the opinion that the Charity is financially sound and expect the outturn for the year to 31 December 2024 to maintain the stability on the Charity.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

The charity is controlled by its constitution and is a charitable incorporated organisation.

## THE SOLIHULL MANOR HOUSE CHARITY

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

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#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Recruitment and appointment of new trustees**

Trustees have been recruited from local voluntary organisations such as Rotary International and Soroptimists. Advertising in Voluntary sections of professional bodies is also used.

Potential Trustees are invited to attend a trustee committee meeting; this acts as an informal interview. If all goes well, they must then be formally elected by the members at the next AGM.

No other person or body, external to the Charity is entitled to appoint trustees.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

1168918

##### **Principal address**

The Manor House  
126 High Street  
Solihull  
West Midlands  
B91 3SX

##### **Trustees**

Philip James Barham  
Michael John Robinson (resigned 7.7.2023)  
Robert Michael Cox  
Robert Christopher Vaughan  
Anthony Brian McQueen (resigned 31.12.2023)  
Richard John Harris (appointed 1.3.2024)

Philip Barham is the Chair of Trustees. Anyone wishing further details of the charity should contact Philip Barham at The Manor House.

##### **Independent Examiner**

Philip Ward FCA  
Lowson Ward  
Chartered Accountants  
292 Wake Green Road  
Birmingham  
B13 9QP

## THE SOLIHULL MANOR HOUSE CHARITY

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2023

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#### TRUSTEES' RESPONSIBILITY STATEMENT

The trustees are responsible for preparing the Report of the Trustees 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 and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed 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 incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (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.

Approved by order of the board of trustees on <sup>X</sup> 15th September 2024 and signed on its behalf by:

X  X

.....  
Philip James Barham - Trustee



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE SOLIHULL MANOR HOUSE CHARITY**

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**Independent examiner's report to the trustees of The Solihull Manor House Charity**

I report to the charity trustees on my examination of the accounts of The Solihull Manor House Charity (the Trust) for the year ended 31 December 2023.

**Responsibilities and basis of report**

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

**Independent examiner's statement**

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 an 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.



Philip Ward FCA

Lowson Ward  
Chartered Accountants  
292 Wake Green Road  
Birmingham  
B13 9QP

Date: ..... 18<sup>th</sup> September 2024

**THE SOLIHULL MANOR HOUSE CHARITY**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

		<b>2023</b>	<b>2022</b>
		<b>Unrestricted</b>	<b>Total</b>
		<b>funds</b>	<b>funds</b>
		<b>£</b>	<b>£</b>
<b>INCOME AND ENDOWMENTS FROM</b>	<b>Notes</b>		
Investment income	2	<u>87,508</u>	<u>90,742</u>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Direct Charitable expenditure		44,899	45,287
Governance costs		3,246	3,453
Depreciation		348	468
Wages and Salaries		<u>32,367</u>	<u>28,344</u>
<b>Total</b>		<u>80,860</u>	<u>77,552</u>
<b>NET INCOME</b>		<b>6,648</b>	<b>13,190</b>
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		<u>71,718</u>	<u>58,528</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>78,366</u></u>	<u><u>71,718</u></u>


The notes form part of these financial statements

# THE SOLIHULL MANOR HOUSE CHARITY

## BALANCE SHEET 31 DECEMBER 2023

		2023 Unrestricted funds £	2022 Total funds £
<b>FIXED ASSETS</b>	<b>Notes</b>		
Tangible assets	6	1,043	1,391
<b>CURRENT ASSETS</b>			
Debtors	7	320	1,033
Cash at bank and in hand	8	84,819	75,012
		<u>85,139</u>	<u>76,045</u>
<b>CREDITORS</b>			
Amounts falling due within one year	9	(7,816)	(5,718)
		<u>77,323</u>	<u>70,327</u>
<b>NET CURRENT ASSETS</b>			
		<u>77,323</u>	<u>70,327</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>78,366</u>	<u>71,718</u>
<b>NET ASSETS</b>		<u>78,366</u>	<u>71,718</u>
<b>FUNDS</b>	10		
Unrestricted funds		78,366	71,718
<b>TOTAL FUNDS</b>		<u>78,366</u>	<u>71,718</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 19 September 2024 and were signed on its behalf by:

X   
Philip James Barham - Trustee

The notes form part of these financial statements



## THE SOLIHULL MANOR HOUSE CHARITY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

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#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

##### **Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on reducing balance

##### **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 explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**THE SOLIHULL MANOR HOUSE CHARITY**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**2. INVESTMENT INCOME**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Rents received	<b>87,508</b>	<b>90,742</b>
	<u>          </u>	<u>          </u>

**3. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2023 nor for the year ended 31 December 2022.

**4. STAFF COSTS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Staff costs	<b>30,648</b>	<b>27,319</b>
Wardens/House Managers fee	<b>-</b>	<b>-</b>
Social security	<b>1,719</b>	<b>1,025</b>
	<u>          </u>	<u>          </u>
	<b>32,367</b>	<b>28,344</b>
	<u>          </u>	<u>          </u>

The average monthly number of employees during the year was as follows:

	<b>2023</b>	<b>2022</b>
Administration	<b>2</b>	<b>2</b>
	<u>          </u>	<u>          </u>

No employees received emoluments in excess of £60,000.

**THE SOLIHULL MANOR HOUSE CHARITY**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**5. GOVERNANCE FEES:**

Governance costs include:-

	2023	2022
	£	£
Independent examination	1,404	1,725
Payroll services	342	312
Legal fees	1,500	1,416
	<u>3,246</u>	<u>3,453</u>

**6. TANGIBLE FIXED ASSETS**

	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>			
At 1 January 2023 and 31 December 2023	<u>3,041</u>	<u>36</u>	<u>3,077</u>
<b>DEPRECIATION</b>			
At 1 January 2023	1,650	36	1,686
Charge for year	<u>348</u>	<u>-</u>	<u>348</u>
At 31 December 2023	<u>1,998</u>	<u>36</u>	<u>2,034</u>
<b>NET BOOK VALUE</b>			
At 31 December 2023	<u>1,043</u>	<u>-</u>	<u>1,043</u>
At 31 December 2022	<u>1,391</u>	<u>-</u>	<u>1,391</u>

The premises originally known as The Old Manor House are freehold, and the freehold is vested in the Official Custodian for Charities on behalf of the The Solihull Manor House Charity.

THE SOLIHULL MANOR HOUSE CHARITY

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023	2022
	£	£
Rents receivable	-	(150)
Prepayments	320	1,183
	<u>320</u>	<u>1,033</u>

8. CASH AT BANK AND IN HAND

	2023	2022
	Total funds	Total funds
	£	£
Cash in hand	59	59
Bank account no. 1	84,760	74,953
	<u>84,819</u>	<u>75,012</u>

**THE SOLIHULL MANOR HOUSE CHARITY**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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

	2023	2022
	£	£
Social security and other taxes	(1,101)	-
Accruals and deferred income	2,225	-
Accrued expenses	6,692	5,718
	<u>7,816</u>	<u>5,718</u>

**10. MOVEMENT IN FUNDS**

	At 1.1.23	Net movement in funds	At 31.12.23
	£	£	£
<b>Unrestricted funds</b>			
General fund	71,718	6,648	78,366
	<u>71,718</u>	<u>6,648</u>	<u>78,366</u>
<b>TOTAL FUNDS</b>	<u>71,718</u>	<u>6,648</u>	<u>78,366</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	87,508	(80,860)	6,648
	<u>87,508</u>	<u>(80,860)</u>	<u>6,648</u>
<b>TOTAL FUNDS</b>	<u>87,508</u>	<u>(80,860)</u>	<u>6,648</u>

THE SOLIHULL MANOR HOUSE CHARITY

NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023

10. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.1.22 £	Net movement in funds £	At 31.12.22 £
<b>Unrestricted funds</b>			
General fund	58,528	13,190	71,718
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>58,528</u>	<u>13,190</u>	<u>71,718</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	90,742	(77,552)	13,190
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>90,742</u>	<u>(77,552)</u>	<u>13,190</u>



**THE SOLIHULL MANOR HOUSE CHARITY**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 31 DECEMBER 2023**

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**11. OTHER FINANCIAL COMMITMENTS**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Due in < 1 year	1,944	1,944
Due > 2 years < 5 years	1,458	3,402
Total	<u>3,402</u>	<u>5,346</u>

Hire agreement signed in November 2020 for various equipment / services connected to hygiene.

**12. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 December 2023.

**THE SOLIHULL MANOR HOUSE CHARITY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 31 DECEMBER 2023**

	2023 £	2022 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Investment income</b>		
Rents received	87,508	90,742
<b>Total incoming resources</b>	87,508	90,742
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Wages	30,648	27,319
Social security	1,719	1,025
Rates and water	5,685	4,534
Insurance	10,760	9,406
Light and heat	10,842	10,145
Telephone	1,312	1,065
Repairs and maintenance	9,215	12,633
Sundries	194	744
Cleaning	6,792	6,700
Computer costs	99	60
	77,266	73,631
<b>Support costs</b>		
<b>Finance</b>		
Depreciation of tangible fixed assets	348	468
<b>Governance costs</b>		
Accountancy	1,746	2,037
Carried forward	1,746	2,037

This page does not form part of the statutory financial statements

**THE SOLIHULL MANOR HOUSE CHARITY**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 DECEMBER 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Governance costs</b>		
Brought forward	<b>1,746</b>	2,037
Other professional charges	<b>1,500</b>	1,416
	<b>3,246</b>	<b>3,453</b>
 Total resources expended	 <b>80,860</b>	 <b>77,552</b>
 Net income	 <b>6,648</b>	 <b>13,190</b>

This page does not form part of the statutory financial statements