

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020
FOR
CHELTENHAM ALMSHOUSES & AID CIO**

Andorran Limited
6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Gloucestershire
GL51 9TX

CHELTENHAM ALMSHOUSES & AID CIO

**CONTENTS OF THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Page
Reference and Administrative Details	1
Report of the Trustees	2 to 5
Independent Examiner's Report	6
Statement of Financial Activities	7
Statement of Financial Position	8
Notes to the Financial Statements	9 to 14
Detailed Statement of Financial Activities	15

CHELTENHAM ALMSHOUSES & AID CIO

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 31 DECEMBER 2020**

TRUSTEES

Mrs V M O'Connor
Mrs J M Allison
Mrs M Jones
Mrs H M Langford
Mrs M B Mears
Mrs J Taylor
M G Wylie

PRINCIPAL ADDRESS

6 St George's Street
Cheltenham
Gloucestershire
GL50 4AF

**REGISTERED CHARITY
NUMBER**

1180867

INDEPENDENT EXAMINER

Andorran Limited
6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Gloucestershire
GL51 9TX

CHELTHENHAM ALMSHOUSES & AID CIO

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The objects of the CIO are, for the public benefit:

- 1 (a) the provision, maintenance and repair of almshouses in Cheltenham for people who are in need or experiencing ill-health, infirmity, hardship or distress, including by reason of age;
- 1 (b) such charitable purposes for the benefit of the residents of the almshouses as the trustees decide;
- 2 the relief of poverty and the relief of persons who are in need by reason of youth, age, ill-health, disability or financial hardship by:
 - (a) making grants of money to them; or
 - (b) providing or paying for goods, services or facilities for them; or
 - (c) making grants of money to other persons or bodies who provide goods, services or facilities to those in need.

Significant activities

The CIO provides accommodation for elderly residents in almshouse accommodation in several locations in Cheltenham, Gloucestershire.

Public benefit

In planning the CIO's activities for the year, the trustees kept in mind the Charity Commission's guidance on public benefit. The focus of the CIO's activities during the year, which explains the delivery by the CIO of public benefit, is set out in this report in the sections above on 'Objectives and Aims' and below on 'Achievement and Performance'.

The CIO provides almshouse accommodation to residents who have met the qualifying criteria. Residents only need pay a small contribution to the upkeep of the property and the running of the charity, so the cost to them is significantly lower than the cost of renting in the private sector. The CIO also gives out grants to people and other organisations.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

At the start of 2020 the Board of trustees was looking forward to their first year of operation as a fully incorporated CIO under the title of Cheltenham Almshouses & Aid CIO, instead of running and maintaining four sets of charitable almshouse associations under a charitable administering organisation, Cheltenham Family Welfare Association.

The whole financial year soon became dominated by the Covid pandemic under which we continued to operate, though under restrictive circumstances. The charity's staff were forced to work from home throughout, and regular monthly trustee visits to residents had to cease, the only contact with residents being by phone. We are happy to report that none of our residents succumbed to the virus, and, on the whole, though some were more deeply affected than others, remained calm and healthy.

We received an unexpected notice of resignation from our Clerk, who was hoping to relocate to the USA with her family, but Covid restricted this possibility, and, as she is such an excellent clerk, who has ably guided us into becoming a CIO, we agreed that she should stay with us until such time her husband was able to take up his position in the USA and the family relocate. This matter is further noted below in our Future Plans.

Trustee meetings continued to be held monthly via Zoom, with regular attendance by all trustees.

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020

**ACHIEVEMENT AND PERFORMANCE
ACTIVITIES AT EACH OF OUR ALMSHOUSES**

Jesse Mary Chambers

We were forced in June 2020 to issue a notice to quit to one resident following months of his serious anti-social behaviour to other residents, neighbours in the surrounding area and threats to staff. This was done with a heavy heart as we have never been forced to take such dramatic action before. His refusal to leave started ongoing legal arguments that lasted throughout the year at considerable cost to the Charity. This matter is still ongoing.

Another resident became terminally ill and was moved to a nursing home in October 2020 and sadly passed away in December 2020.

However, the new build project started construction in January 2020, as planned, and, despite the onset of the Covid pandemic, was completed on time and within budget. We are immensely proud of this achievement - four new builds have been constructed to the highest modern energy saving standards with additional facilities for wheelchair users.

We were able to interview prospective residents towards the end of the year, with the first resident moving in during December 2020.

Carlton Street

Flat 2 was vacant for the entire year after the previous resident was moved to a nursing home at the end of 2019.

Another long term resident suddenly passed away in November 2020 following a stroke. This lady had kept the gardens immaculate throughout the year.

Hays Cottage

There were no untoward activities or movements during the year.

Caroline Strickland Homes

There were no untoward activities or movements during the year.

Cheltenham Almshouse and Aid CIO has continued to ensure that, despite the pandemic, all small emergencies and overall general maintenance has been upheld throughout the year.

FINANCIAL REVIEW

Investment policy and objectives

The CIO holds income shares in COIF Investment Fund units and Blackrock UK charity funds. In addition, it maintains some of its cash reserves in COIF Deposit Funds. The CIO's day-to-day needs are to have short-term funds readily available; investment in additional shares is made only when it is considered prudent by the trustees to do so.

Reserves policy

The trustees aim to maintain General Funds at a level that will allow the CIO to function in a normal way in the event that income streams fail or operating costs rise sharply. They aim also to maintain General Funds that will enable them to develop and maintain the almshouse properties for which the CIO is responsible.

In addition, the CIO has designated reserves for Cyclical Maintenance and Extraordinary Repairs to which annual transfers are made in line with allowances recommended by the Almshouse Association.

Revaluation reserves arise as housing properties and fixed asset investments are recognised at fair value in line with good accounting practice for assets of this nature.

CHELTHENHAM ALMSHOUSES & AID CIO

REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31 DECEMBER 2020

FUTURE PLANS

With the end of the pandemic not within sight, we have decided to curtail any future development plans for the forthcoming year and consolidate.

As we were made aware that our current clerk will be relocating with her family to the USA as soon as covid restrictions are lifted, we know we will in 2021 have to undertake a recruitment exercise and are planning accordingly.

In view of the ongoing legal problems following the notice to quit of one resident, we have decided that an extensive review of all our insurance policies is in order. These will be carried out by our Clerk and Business Manager, and fully debated and discussed by all Trustees.

Following the need to withdraw a less productive investment to cover the cost of the new build project, the trustees have decided that a total review of all existing investments takes place, with the possibility of new investments taken out with any surplus funds in our account.

A timetable for regular quinquennial inspections of all our properties will be drawn up and formalised.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document and is constituted as a foundation CIO (Charitable Incorporated Organisation). It was first registered with the Charity Commission on 27 November 2018.

Decision making

The CIO is managed by a voluntary board of trustees, which meets most months at its offices in St. George's Street, Cheltenham, although for most of the year to 31 December 2020, meetings were held virtually due to restrictions imposed by the government as part of its management programme of the Covid-19 pandemic.

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

COMMENCEMENT OF ACTIVITIES

The CIO commenced activities in November 2019 following the transfer of assets and funds from its predecessor charities, as set out in note 1 to the financial statements.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

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.

CHELTENHAM ALMSHOUSES & AID CIO

**REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31 DECEMBER 2020**

Approved by order of the board of trustees on 22 June 2021 and signed on its behalf by:

A handwritten signature in black ink, appearing to read 'M G Wylie', is written over the printed name.

M G Wylie - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
CHELTENHAM ALMSHOUSES & AID CIO**

Independent examiner's report to the trustees of Cheltenham Almshouses & Aid CIO

I report to the charity trustees on my examination of the accounts of Cheltenham Almshouses & Aid CIO (the Trust) for the year ended 31 December 2020.

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

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of FCA which is one of the listed bodies.

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

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



Roger F Downes
FCA
Andorran Limited
6 Manor Park Business Centre
Mackenzie Way
Cheltenham
Gloucestershire
GL51 9TX

22 June 2021

CHELTENHAM ALMSHOUSES & AID CIO

**STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

	Notes	Unrestricted funds £
INCOME AND ENDOWMENTS FROM		
Investment income	3	258,221
EXPENDITURE ON		
Charitable activities	4	
Almshouse provision		282,905
Net gains/(losses) on investments		(37,537)
NET INCOME/(EXPENDITURE)		(62,221)
Other recognised gains/(losses)		
Gains on revaluation of fixed assets		17,364
Net movement in funds		(44,857)
RECONCILIATION OF FUNDS		
Total funds brought forward		4,961,603
TOTAL FUNDS CARRIED FORWARD		4,916,746

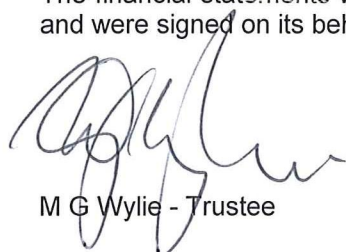
The notes form part of these financial statements

CHEL TENHAM ALMSHOUSES & AID CIO

STATEMENT OF FINANCIAL POSITION
31 DECEMBER 2020

	Notes	Unrestricted funds £
FIXED ASSETS		
Tangible assets	9	4,813,871
Investments	10	316,142
		<hr/> 5,130,013
CURRENT ASSETS		
Debtors	11	3,270
Cash at bank and in hand		92,996
		<hr/> 96,266
CREDITORS		
Amounts falling due within one year	12	(36,088)
		<hr/>
NET CURRENT ASSETS		60,178
		<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES		5,190,191
CREDITORS		
Amounts falling due after more than one year	13	(273,445)
		<hr/>
NET ASSETS		4,916,746
		<hr/>
FUNDS	15	
Unrestricted funds:		
General fund		1,254,553
Investment revaluation reserve		233,003
Property revaluation reserve		3,381,482
Designated fund - Major Repairs		49
Designated fund - cyclical maintenance		23,593
Designated fund - extraordinary repairs		24,066
		<hr/> 4,916,746
TOTAL FUNDS		<hr/> 4,916,746

The financial statements were approved by the Board of Trustees and authorised for issue on 22 June 2021 and were signed on its behalf by:



M G Wylie - Trustee

The notes form part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2020

1. TRANSFER FROM PREDECESSOR ORGANISATIONS

In November 2019, the activities, assets and funds of the following Almshouse charities:

Sunset Home Almshouses
The Chambers, Strickland and Hay Almshouse Trust
Cheltenham Aid in Sickness and Nurses Welfare Fund
The Turner Long Fund
Cheltenham Family Welfare Association

were transferred to this Charitable Incorporated Organisation. At that point, all of the predecessor organisations were removed from the register at the Charity Commission.

The activities of the CIO are reported here as for the year ended 31 December 2020 but include all activity subsequent to the date of merger in November 2019.

2. 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, with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

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 and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis, inclusive of irrecoverable VAT.

Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

Tangible fixed assets

Housing properties are shown at 'deemed cost' under the provisions of SORP FRS102. Depreciation is charged on a straight line basis over 50 years commencing on 1 January 2016.

Any expenditure on equipment or fittings is written off in the year in which it is incurred.

Taxation

The charity is exempt from corporation tax on its charitable activities. It is not, however, exempt from Value Added Tax (VAT) and irrecoverable VAT is included in the cost of those items to which it relates.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

CHELtenham ALMSHOUSES & AID CIO

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

3. INVESTMENT INCOME

	£
Rents received	248,943
Interest received	6,323
Dividends received	2,955
	<u>258,221</u>

Rents received are net of voids totalling £8,595.

4. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 5) £	Grant funding of activities (see note 6) £	Support costs (see note 7) £	Totals £
Almshouse provision	<u>240,947</u>	<u>1,474</u>	<u>40,484</u>	<u>282,905</u>

5. DIRECT COSTS OF CHARITABLE ACTIVITIES

	£
Staff costs	23,082
Cleaning	3,973
Insurance	5,546
Light and heat	36,769
Rates and water	9,272
Gardening	7,409
Property repairs	38,206
Telephone, broadband & IT	2,282
Stationery and consumables	664
Subscriptions	581
Sundry expenses	159
Bank charges	107
Depreciation	92,302
Interest payable and similar charges	20,595
	<u>240,947</u>

6. GRANTS PAYABLE

	£
Almshouse provision	<u>1,474</u>
The total grants paid to institutions during the year was as follows:	
NHS Trust	<u>1,474</u>

CHELtenham ALMSHOUSES & AID CIO

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

7. SUPPORT COSTS

	Governance costs
	£
Almshouse provision	40,484

Support costs, included in the above, are as follows:

	Almshouse provision
	£
Independent examiner's fees	6,811
Other professional fees	33,673
	40,484

8. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020.

9. TANGIBLE FIXED ASSETS

	Freehold property
	£
COST	
At 1 January 2020	4,704,568
Additions	582,411
	5,286,979
DEPRECIATION	
At 1 January 2020	380,806
Charge for year	92,302
	473,108
NET BOOK VALUE	
At 31 December 2020	4,813,871

The opening balance of tangible fixed assets represents the deemed cost of freehold properties transferred from predecessor organisations with effect from 1 January 2020.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

10. FIXED ASSET INVESTMENTS

	Unlisted investments £
MARKET VALUE	
At 1 January 2020	534,896
Disposals	(236,118)
Revaluations	17,364
	<hr/>
At 31 December 2020	316,142
	<hr/>
NET BOOK VALUE	
At 31 December 2020	316,142
	<hr/> <hr/>

There were no investment assets outside the UK.

The opening balance of investments represents the market values of investments transferred from predecessor organisations with effect from 1 January 2020.

11. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	£
Other debtors	1,333
Prepayments	1,937
	<hr/>
	3,270
	<hr/> <hr/>

12. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	£
Other loans (see note 14)	14,150
Other creditors	14,241
Accrued expenses	7,697
	<hr/>
	36,088
	<hr/> <hr/>

13. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	£
Other loans (see note 14)	273,445
	<hr/> <hr/>

14. LOANS

An analysis of the maturity of loans is given below:

	£
Amounts falling due within one year on demand:	
Charity Bank loan	11,000
Almshouse Association loan	3,150
	<hr/>
	14,150
	<hr/> <hr/>
Amounts falling between one and two years:	
Charity Bank loan	11,000
	<hr/> <hr/>
Amounts falling due between two and five years:	
Charity Bank loan	33,000
	<hr/> <hr/>

CHELtenham ALMSHOUSES & AID CIO

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 31 DECEMBER 2020

14. LOANS - continued

£

Amounts falling due in more than five years:

Repayable by instalments:

Charity Bank loan

226,295

Almshouse Association loan

3,150

229,445

The loan from Charity Bank is repayable in monthly instalments over a period of 20 years ending in April 2038 and carries interest at a managed commercial rate. It is secured against one of the Association's almshouse properties.

The unsecured loan from the Almshouse Association is repayable in half-yearly instalments ending in 2022 and is interest-free.

15. MOVEMENT IN FUNDS

	At 1.1.20 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
General fund	1,198,326	(62,221)	118,448	1,254,553
Investment revaluation reserve	278,882	17,364	(63,243)	233,003
Property revaluation reserve	3,456,973	-	(75,491)	3,381,482
Designated fund - Major Repairs	49	-	-	49
Designated fund - cyclical maintenance	13,450	-	10,143	23,593
Designated fund - extraordinary repairs	13,923	-	10,143	24,066
	<u>4,961,603</u>	<u>(44,857)</u>	<u>-</u>	<u>4,916,746</u>
TOTAL FUNDS	<u>4,961,603</u>	<u>(44,857)</u>	<u>-</u>	<u>4,916,746</u>

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

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	258,221	(282,905)	(37,537)	(62,221)
Investment revaluation reserve	-	-	17,364	17,364
	<u>258,221</u>	<u>(282,905)</u>	<u>(20,173)</u>	<u>(44,857)</u>
TOTAL FUNDS	<u>258,221</u>	<u>(282,905)</u>	<u>(20,173)</u>	<u>(44,857)</u>

The opening balance of funds represents values of accumulated funds transferred from predecessor organisations with effect from 1 January 2020.

The Major Repair Fund represents the balance of grant funding from The Housing Corporation to Sunset Home Almshouses by way of Social Housing Grant in 2003 and 2004.

Transfers between funds

The transfer from the Investment Revaluation Reserve to General Funds represents a release against the loss on disposal of fixed asset investments.

NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 31 DECEMBER 2020

15. MOVEMENT IN FUNDS - continued

Transfers between funds - continued

The transfer from the Property Revaluation Reserve to General Funds represents a release against the depreciation charge on freehold property.

Transfers to/from Designated Funds for Cyclical Maintenance and Extraordinary Repairs have regard to allowances recommended by The Almshouse Association.

16. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 December 2020.

CHELTENHAM ALMSHOUSES & AID CIO

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020**

£

INCOME AND ENDOWMENTS

Investment income

Rents received	248,943
Interest received	6,323
Dividends received	2,955
	<hr/>
	258,221

Total incoming resources	258,221
---------------------------------	---------

EXPENDITURE

Charitable activities

Staff salaries	22,141
Staff pensions	941
Cleaning	3,973
Insurance	5,546
Light and heat	36,769
Rates and water	9,272
Gardening	7,409
Property repairs	38,206
Telephone, broadband & IT	2,282
Stationery and consumables	664
Subscriptions	581
Sundry expenses	159
Bank charges	107
Property depreciation	92,302
Charity Bank loan interest	20,595
Grants to institutions	1,474
	<hr/>
	242,421

Support costs

Governance costs

Independent examiner's fees	6,811
Other professional fees	33,673
	<hr/>
	40,484

Total resources expended	282,905
---------------------------------	---------

Net expenditure before gains and losses	(24,684)
--	----------

Realised recognised gains and losses

Loss on sale of investments	(37,537)
-----------------------------	----------

Net expenditure	<hr/> <hr/> (62,221)
------------------------	----------------------