

BOOKHAM UNITED CHARITIES

England & Wales · Charity number 1182480

Details

Status Registered

Legal form CIO

Registered 2019-03-15

Register [View on the Charity Commission register](#)

Contact

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Activities

Objects: THE OBJECTS OF THE CIO ARE, FOR THE PUBLIC BENEFIT:A) TO RELIEVE PERSONS WITH A SIGNIFICANT CONNECTION EITHER TO GREAT OR LITTLE BOOKHAM OR FAILING THAT TO IMMEDIATELY NEIGHBOURING SETTLEMENTS IN THE DISTRICT OF MOLE VALLEY OR FAILING THAT TO THE BOROUGH OF GUILDFORD WHO ARE IN HOUSING NEED, BY PROVIDING ALMSHOUSE ACCOMMODATION; ANDB) TO RELIEVE THE FINANCIAL HARDSHIP OF PERSONS WHO ARE RESIDENT WITHIN THE BOUNDARY OF THE PARISH OF ST NICOLAS GREAT BOOKHAM BY PROVIDING TO SUCH PERSONS GRANTS OF MONEY OR BY PROVIDING OR PAYING FOR ITEMS, SERVICES OR FACILITIES.

Activities: Provide accommodation for women in need in Parish of Great Bookham. Provide grants to people in need in District of Mole Valley.

Classification

- **How:** Makes Grants To Individuals
- **What:** Disability, The Prevention Or Relief Of Poverty

Geography

- Surrey

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£75,037	£40,132	-	-
2023-12-31	£71,747	£87,412	-	-
2022-12-31	£57,320	£54,555	-	-
2021-12-31	£65,285	£28,578	-	-
2020-12-31	£69,038	£30,479	-	-

Trustees

Name	Role	Appointed
Rev Alan David Jenkins	Chair	2019-03-15
Clare Margaret Curran		2019-06-30
DAWN ROSEMARY OWERS		2020-03-31
JULIAN FRANK STEDMAN FCA		2019-03-15
KENNETH ALLAN PICKNELL		2016-03-31
PETER HOWARD CROOK		2020-02-28
Suzanne Gooch MBE		2024-03-04
VIVIEN SANDRA HOLLINGSWORTH		2018-10-31

BOOKHAM UNITED CHARITIES

England & Wales - Charity number 1182480

Accounts

**BOOKHAM UNITED CHARITIES
TRUSTEES' REPORT AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024**

Bookham United Charities Contents

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Bookham United Charities

Trustees' Report For The Year Ended 31 December 2024

The trustees present their report and the financial statements for the year ended 31 December 2024.

Objectives and Activities

Aims and Objectives

The Objects of the CIO are, for the Public Benefit:

- to relieve persons with a significant connection to either Great or Little Bookham or failing that to immediately neighbouring settlements in the district of Mole Valley or failing that to the Borough of Guildford, who are in Housing need, by providing almshouse accommodation; and
- to relieve the financial hardship of persons who are resident within the boundary of the Parish of St Nicolas Great Bookham by providing to such persons grants of money or by providing or paying for items, services or facilities.

The charity owns and maintains the almshouses of Frere Cottages and Hughes House providing 10 self contained units of affordable housing. In addition, the trustees agree one off grants made from applications from within the Ancient Parish of Great Bookham. The charity is normally in receipt of an annual grant from the Henry Smith charity and dispenses grants in accordance with criteria laid down in the trust deed.

Public Benefit

The trustees confirm that they have referred to the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives for the future.

The trustees confirm that they have complied with the requirements of Section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on public benefit.

Achievements and Performance

Main Achievements

A very satisfactory year for the charity. There was full occupancy throughout 2024 at the 10 almshouse flats. The costs of Repairs and Maintenance were very low - largely as a result of work carried out in earlier years - particularly during 2023. We have also continued to provide grants to people in need within the parish of Great Bookham, using funds allocated to our charity by the Henry Smith Charity. In terms of governance, following the appointment of a new Clerk in 2024, the trustees have begun to identify changes they wish to make.

Financial Review

Financial Position

The charity made a surplus of £39,673 for the year (2023: deficit of £12,851). The charity holds reserves of £389,436 of which £291,927 is held as General unrestricted reserves, with the remaining unrestricted reserves representing the net book value of the freehold property, and in addition Restricted Funds of £21,259.

Reserves Policy

The charity needs reserves to meet the routine as well as the cyclical and extraordinary repairs of the properties. This year the unrestricted funds were taken out of the designated funds that had been in existence for many years to allow the trustees to reconsider the reserves position. The net book value of the freehold properties has been taken to a separate designated reserve in order to provide a clearer picture of available reserves.

The trustees will consider creating new designated funds for future repairs.

Risk management

The trustees have identified the risks to which the charity might be exposed, including risks to the charity's reputation and financial position, and have a risk management policy in place. The risk register will be reviewed regularly and mitigations updated.

Structure, Governance and Management

**Bookham United Charities
Trustees' Report (continued)
For The Year Ended 31 December 2024**

Governing Document

On 15 March 2019 Bookham United Charities (reg charity no. 204831) formed and registered a new Charitable Incorporated Organisation (CIO) (charity no. 1182480) with the Charity Commission. The net assets of the original charity were transferred to the CIO by Asset Transfer Agreement and Vesting Declaration dated 1 July 2019 as a charity reconstruction. The name of the charity did not change.

Trustee Selection Methods

The charity is governed by its Constitution which provides for the Rector of the Parish of Great Bookham to be an ex-officio trustee, and the nomination of a member of the Stedman family as a trustee. Other trustees are appointed by the Board of Trustees and shall be persons residing or carrying on business in, or having a significant connection to Great Bookham and shall be appointed for a period of five years. A representative of the Stedman family is included as a trustee, as Colonel Stedman originally donated the property occupied by the almshouses to the parish in the 19th century.

There must be no less than three and no more than eight trustees at any time. Trustees will be selected with due regard to the skills, knowledge and experience needed for the effective administration of the charity.

Reference and Administrative Details

Trustees

Revd Canon A Jenkins - Chair
Mr P Crook - Treasurer
Mrs C Curran
Mrs V Hollingsworth
Ms S Gooch - Clerk to the Trustees (appointed 03/04/2024)
Mr K Picknell
Mr J Stedman - Representative of the Stedman family
Mrs D Owers

Charity Number

1182480

Principal Address

The Rectory
2a Fife Way
Great Bookham, Leatherhead
Surrey
KT23 3PH

Independent Examiner

Philip Longstaff FCA
Ellis Atkins LLP
Chartered Accountants
Constable Court, 62 Dene Street
Dorking
Surrey
RH4 2DP

**Bookham United Charities
Trustees' Report (continued)
For The Year Ended 31 December 2024**

The trustees' report was approved by the board of trustees and signed on its behalf by:

Revd Canon A Jenkins

Trustee

18th March 2026

Bookham United Charities
Independent Examiner's Report to the Trustees of Bookham United Charities
For The Year Ended 31 December 2024

I report to the trustees on my examination of the accounts of Bookham United Charities (the Trust) for the year ended 31 December 2024.

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 2011 Act and in carrying out my examination, I have followed the 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 contents 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 Longstaff FCA
23rd March 2026
Ellis Atkins LLP
Chartered Accountants
Constable Court, 62 Dene Street
Dorking
Surrey
RH4 2DP

Bookham United Charities
Statement of Financial Activities
For The Year Ended 31 December 2024

				2024	2023
	Notes	Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
INCOME AND ENDOWMENTS FROM:					
Donations and legacies	3	-	-	-	9,440
Charitable activities:					
Relief of hardship		66,266	-	66,266	54,963
Investments	4	9,254	-	9,254	7,991
		<u>75,520</u>	<u>-</u>	<u>75,520</u>	<u>72,394</u>
EXPENDITURE ON:					
Charitable activities:	6				
Relief of hardship		(35,591)	(4,441)	(40,032)	(87,412)
NET INCOME/(EXPENDITURE) BEFORE INVESTMENT GAINS/(LOSSES)		39,929	(4,441)	35,488	(15,018)
Net gains on investments		4,185	-	4,185	2,167
NET INCOME/(EXPENDITURE)		<u>44,114</u>	<u>(4,441)</u>	<u>39,673</u>	<u>(12,851)</u>
NET MOVEMENT IN FUNDS		44,114	(4,441)	39,673	(12,851)
RECONCILIATION OF FUNDS:					
Total funds brought forward		324,063	25,700	349,763	362,614
TOTAL FUNDS CARRIED FORWARD	14	<u><u>368,177</u></u>	<u><u>21,259</u></u>	<u><u>389,436</u></u>	<u><u>349,763</u></u>

The notes on pages 8 to 13 form part of these financial statements.

Bookham United Charities
Comparative Statement of Financial Activities
For The Year Ended 31 December 2024

		2023		
	Notes	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM:				
Donations and legacies	3	140	9,300	9,440
Charitable activities:				
Relief of hardship		54,963	-	54,963
Investments	4	7,484	507	7,991
		62,587	9,807	72,394
EXPENDITURE ON:				
Charitable activities:	6			
Relief of hardship		(82,522)	(4,890)	(87,412)
NET EXPENDITURE BEFORE INVESTMENT LOSSES		(19,935)	4,917	(15,018)
Net gains on investments		2,167	-	2,167
NET EXPENDITURE		(17,768)	4,917	(12,851)
NET MOVEMENT IN FUNDS		(17,768)	4,917	(12,851)
RECONCILIATION OF FUNDS:				
Total funds brought forward		341,831	20,783	362,614
TOTAL FUNDS CARRIED FORWARD	14	324,063	25,700	349,763

The notes on pages 8 to 13 form part of these financial statements.

Bookham United Charities
Statement of Financial Position
As At 31 December 2024

				2024	2023
	Notes	Unrestricted funds	Restricted funds	Total funds	Total funds
		£	£	£	£
FIXED ASSETS					
Tangible Assets	10	76,250	-	76,250	79,300
Investments	11	116,162	-	116,162	107,788
		192,412	-	192,412	187,088
CURRENT ASSETS					
Debtors	12	-	-	-	412
Cash at bank and in hand		178,165	21,259	199,424	167,488
		178,165	21,259	199,424	167,900
Creditors: Amounts Falling Due Within One Year	13	(2,400)	-	(2,400)	(5,225)
NET CURRENT ASSETS (LIABILITIES)		175,765	21,259	197,024	162,675
TOTAL ASSETS LESS CURRENT LIABILITIES		368,177	21,259	389,436	349,763
NET ASSETS		368,177	21,259	389,436	349,763
FUNDS OF THE CHARITY					
Restricted Funds				21,259	25,700
Unrestricted Funds				368,177	324,063
TOTAL FUNDS	14			389,436	349,763

On behalf of the board

Revd Canon A Jenkins
Trustee
18th March 2026

Mr P Crook
Trustee

The notes on pages 8 to 13 form part of these financial statements.

Bookham United Charities
Notes to the Financial Statements
For The Year Ended 31 December 2024

1. General Information

Bookham United Charities is a charitable incorporated organisation registered with the Charity Commission, registered charity number 1182480. The principal address is The Rectory, 2a Fife Way, Great Bookham, Leatherhead, Surrey, KT23 3PH.

2. Accounting Policies

2.1. Basis of Preparation of Financial Statements

The financial statements 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 charity is a Public Benefit Entity as defined by FRS 102.

2.2. Fund Accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Designated funds comprise unrestricted funds that have been set aside by the trustees for a specific purpose.

Restricted funds are to be used for specific purposes as laid down by the donor.

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

2.3. Incoming Resources

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.

2.4. Resources Expended

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.

2.5. Tangible Fixed Assets and Depreciation

Tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. Depreciation is provided at rates calculated to write off the cost of the fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold	50 years
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The land on which all the buildings stand, and the Almshouses known as 1 - 4 Frere Cottages were settled on the Trustees on 10 June 1890 and there is no record as to the cost of the land and buildings. Numbers 5 & 6 Frere cottages were added at a later date, again no record of cost is held. The Almshouses known as 1 - 4 Hughes House were built in 1969/70 at a cost of £11,146.

Both the Frere cottages and Hughes House Almshouses were stated at the Trustees' estimate of their open market value subject to life tenancies at 31 December 1986, having regard to the current rents and maintenance contributions receivable at that date. This valuation is taken as the deemed cost under transitional arrangements in adopting FRS 102. Future revaluations are not therefore necessary.

2.6. Investments

Listed investment assets are included in the financial statements at their fair values from valuations provided by the investment Manager. Any increase or decrease in value is reflected in the Statement of Financial Activities. The valuation of the accumulation shares includes income from these shares that is not distributed.

Bookham United Charities
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2024

3. Income from Donations and Legacies

	2024	2023
	Total	Total
	funds	funds
	£	£
Grants:		
Grants from The Henry Smith Charity	-	9,440
	-	9,440

4. Investment Income

	2024	2023
	Unrestricted	Total
	funds	funds
	£	£
Bank interest receivable	4,804	3,853
Dividends from investments	4,450	4,138
	9,254	7,991

5. Net Income/(Expenditure)

The net income/(expenditure) is stated after charging/(crediting):

	2024	2023
	£	£
Depreciation of tangible fixed assets - owned	3,050	3,050
	3,050	3,050

6. Analysis of Expenditure

	2024		
	Activities undertaken directly	Support costs (see note 7)	Total
	£	£	£
Relief of hardship	37,249	2,783	40,032
	37,249	2,783	40,032
	2023		
	Activities undertaken directly	Support costs (see note 7)	Total
	£	£	£
Relief of hardship	78,076	9,336	87,412
	78,076	9,336	87,412

Bookham United Charities
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2024

7. Support Costs

	2024
	Relief of hardship
	£
General administration	1,483
Governance costs	1,300
	2,783
	2,783
	2023
	Relief of hardship
	£
General administration	4,596
Governance costs	4,740
	9,336
	9,336

8. Independent Examiner's Remuneration

	2024	2023
	£	£
Independent examination of the financial statements	1,300	4,740
Other financial services	1,100	-
	2,400	4,740
	2,400	4,740

9. Average Number of Employees

Average number of employees during the year was: NIL (2023: NIL)

10. Tangible Assets

	Land & Property
	Freehold
	£
Cost	
As at 1 January 2024	152,500
As at 31 December 2024	152,500
	152,500
Depreciation	
As at 1 January 2024	73,200
Provided during the period	3,050
As at 31 December 2024	76,250
	76,250
Net Book Value	
As at 31 December 2024	76,250
As at 1 January 2024	79,300
	79,300

The Freehold property comprises the 10 almshouses and is stated at their deemed cost as at 31 December 1986.

Bookham United Charities
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2024

11. Investments

	Listed £
Cost or Valuation	
As at 1 January 2024	107,788
Additions	4,189
Revaluations	4,185
As at 31 December 2024	116,162
Provision	
As at 1 January 2024	-
As at 31 December 2024	-
Net Book Value	
As at 31 December 2024	116,162
As at 1 January 2024	107,788

The investments are stated at Market Value and are represented by:

M&G Charity Multi Asset Accumulation units: £110,175 (2023: £101,995)
M&G Charity Multi Asset Income units: £5,987 (2023: £5,893)

12. Debtors

	2024 £	2023 £
Due within one year		
Other debtors	-	412
	-	412

13. Creditors: Amounts Falling Due Within One Year

	2024 £	2023 £
Accruals and deferred income	2,400	5,225
	2,400	5,225

Bookham United Charities
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2024

14. Movement in Funds

	As at 1 January 2024	Income	Expenditure	Transfers	As at 31 December 2024
	£	£	£	£	£
Unrestricted funds					
General:					
General unrestricted fund	-	-	-	291,927	291,927
Designated:					
Cyclical Repairs & Maintenance	19,126	-	-	(19,126)	-
Extraordinary Repairs	44,095	-	-	(44,095)	-
Charitable Funds Property	260,842	75,520	(31,406)	(304,956)	-
Freehold Property	-	-	-	76,250	76,250
	324,063	75,520	(31,406)	(291,927)	76,250
Total unrestricted funds	324,063	75,520	(31,406)	-	368,177
Restricted funds					
John Browne	37	-	(37)	-	-
Sir George Shiers	729	-	(729)	-	-
The Frere Cottage Charity	13,108	-	-	-	13,108
Henry Smith	11,826	-	(3,675)	-	8,151
	25,700	-	(4,441)	-	21,259
Total restricted funds	25,700	-	(4,441)	-	21,259
Total funds	349,763	75,520	(35,847)	-	389,436

	As at 1 January 2023	Income	Expenditure	As at 31 December 2023
	£	£	£	£
Unrestricted funds				
Designated:				
Cyclical Repairs & Maintenance	20,175	-	(1,049)	19,126
Extraordinary Repairs	46,512	-	(2,417)	44,095
Charitable Funds Property	275,144	62,587	(76,889)	260,842
	341,831	62,587	(80,355)	324,063
Total unrestricted funds	341,831	62,587	(80,355)	324,063
Restricted funds				
John Browne	37	-	-	37
Sir George Shiers	711	18	-	729

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Bookham United Charities
Notes to the Financial Statements (continued)
For The Year Ended 31 December 2024

The Frere Cottage Charity	12,796	312	-	13,108
Henry Smith	7,239	9,477	(4,890)	11,826
Total restricted funds	<u>20,783</u>	<u>9,807</u>	<u>(4,890)</u>	<u>25,700</u>
Total funds	<u>362,614</u>	<u>72,394</u>	<u>(85,245)</u>	<u>349,763</u>

The Henry Smith Fund is to be used to "assist residents in need from within the parish."

The trustees rearranged the designated funds in 2024 to make them more understandable and useful by setting aside the net book value of the freehold property in one Property Fund, and combining the other designated funds in to one General unrestricted fund. The trustees will consider creating new designated funds for repairs if considered necessary.

15. Transactions with Trustees

None of the trustees received any remuneration or any other benefits from an employment with the charity or a related entity during the current or previous year.

No trustee expenses have been incurred.

16. Related Party Disclosures

There have been no related party transactions in the reporting period that require disclosure.

BOOKHAM UNITED CHARITIES

England & Wales - Charity number 1182480

Accounts

BOOKHAM UNITED CHARITIES

REGISTERED CHARITY NO: 1182480

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2023

BOOKHAM UNITED CHARITIES

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BOOKHAM UNITED CHARITIES**LEGAL AND ADMINISTRATIVE DETAILS**

On 15 March 2019 Bookham United Charities (charity no. 204831) formed and registered a new Charitable Incorporated Organisation (CIO) (charity no. 1182480) with the Charity Commission, administered and managed by a body of trustees. The net assets and activities of the original unincorporated charity were transferred to the CIO by Asset Transfer Agreement and Vesting Declaration dated 1 July 2019 as a charity reconstruction. The name of the charity has not changed.

REGISTRATION NUMBER: 1182480

THE PRINCIPAL OFFICERS ARE:

Rev A Jenkins	Chairperson
Mr P H Crook	Treasurer
Mr C Harris	Clerk to the Trustees (resigned 15 September 2023)
Mrs D Owers	Trustee
Cllr Mrs C Curran	Trustee
Mr J F Stedman	Representative of the Stedman Family
Mr K A Picknell	Trustee
Mrs V S Hollingsworth	Trustee
Ms S Gooch	Trustee/Clerk to the Trustee (appointed 3 April 2024)

REGISTERED OFFICE: The Rectory
2a Fife Way
Great Bookham
Surrey KT23 3PH

PROFESSIONAL ADVISORS:

Independent Examiner: Richard Billingham FCA
Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London EC3A 2AD

Bankers National Westminster Bank Plc
Business Banking Department

BOOKHAM UNITED CHARITIES

TRUSTEES' REPORT

The Trustees submit their report and the financial statements for the year ended 31 December 2023. They have been prepared in accordance with 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).

APPOINTMENT OF TRUSTEES

The charity is governed by its Constitution which provides for the Rector of the Parish of Great Bookham to be an ex-officio trustee and the nomination of a member of the Stedman family. Other Trustees are appointed by the Board of Trustees and shall be persons residing or carrying on business in or having a significant connection to Great Bookham and shall be appointed for a period of five years. There must be no less than three and no more than eight trustees at any time.

Each new trustee shall be made available on or before his or her first appointment, a copy of the Constitution and any amendments made to it and a copy of the latest Annual report and accounts.

Trustees will be selected with due regard to the skills, knowledge and experience needed for the effective administration of the charity.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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 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;
- state whether applicable accounting standards and statements of recommended practice 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 to operate.

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.

RISK MANAGEMENT

The Trustees have identified the risks to which the Charity might be exposed, including risks to the Charity's reputation and financial position. The Board of Trustees had a full and considered discussion about risk management on 24th July 2024 and approved a risk management policy. The risk register has been overhauled and as a dynamic document, will be reviewed regularly and mitigations updated.

BOOKHAM UNITED CHARITIES**TRUSTEES' REPORT (CONTINUED)****PUBLIC BENEFIT**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities and setting grant making policy for 2023.

OBJECTIVES AND ACTIVITIES

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

- to relieve persons with a significant connection either to Great or Little Bookham or failing that to immediately neighbouring settlements in the district of Mole Valley or failing that to the Borough of Guildford who are in housing need, by providing almshouse accommodation; and
- to relieve the financial hardship of persons who are resident within the boundary of the Parish of St Nicolas Great Bookham by providing to such persons grants of money or by providing or paying for items, services or facilities.

The Charity owns and maintains the almshouses of Frere Cottages and Hughes House providing 10 self contained units of affordable housing. In addition, the Trustees agree one off grants made from applications from within the Ancient Parish of Great Bookham. The Charity is normally in receipt of an annual grant from Henry Smith Charity and dispenses grants in accordance with criteria laid down in the trust deed. (Although no such grant was received in 2022, the sum of £9,300.00 was credited in 2023.

FINANCIAL REVIEW – RESERVES POLICY

The Charity needs reserves to meet the routine as well as cyclical and extraordinary repairs of the properties. Trustees are of the opinion that existing levels of unrestricted reserves of £324,063 are reasonable under the circumstances. The Reserves Policy is reviewed at least every three years and was last reviewed in 2022. The Charity has invested surplus resources in either income or accumulation shares of M and G Charities Multi Asset Fund.

In assessing the level of reserves required the trustees have considered the economic environment since the end of the financial year. The trustees consider that the impact on the charity is unlikely to be significant and that it holds sufficient reserves and can adapt its expenditure as necessary to cope with any variations in its income caused by the pandemic for the foreseeable future.

REVIEW OF OPERATIONS

The Charity disclosed net expenditure of £12,851 for the current year compared to net expenditure of £208 in the previous year. This turnaround is primarily because flats have been unoccupied and an opportunity was taken to carry out major refurbishments including £30K in relation to No. 2 Hughes House. Overall, Repairs and Maintenance expenditure increased by £24K when compared with the figure for 2022. Grants issued this year from The Henry Smith Accumulated Fund also increased by £770 to £4,890 and income paid into the Fund amounted to £9,300.

The performance of the financial markets resulted in a gain on the Charity's investments of £2,167 compared to a loss in the preceding year of £2,973.

RESULTS

The results of the Bookham United Charities for the year are set out on page 6 to the financial statements.

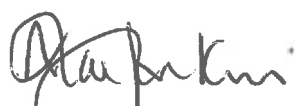
BOOKHAM UNITED CHARITIES

TRUSTEES' REPORT (CONTINUED)

PLANS FOR THE FUTURE

The Charity will continue to own and manage the almshouses at Frere Cottages and Hughes House and will also continue to make grants in accordance with the criteria laid down by the Henry Smith Charity. The level of MMCs at the almshouses is kept under review and small increases were implemented in June 2018, June 2020, May 2022 and April 2023. As considerable refurbishments have been undertaken in the last 2 years, expenditure on Repairs and Maintenance has now settled to a much lower level (Budget for 2024 - £20K).

Approved by the Trustees on *20th August 2024* **and signed on their behalf by:**



Rev A. Jenkins
Chair

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BOOKHAM UNITED CHARITIES

I report to the Trustees on my examination of the financial statements of the Charity for the year ended 31 December 2023, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. This report is made to the Trustees, as a body, in accordance with the terms of my engagement. My work has been undertaken so that I might carry out an Independent Examination of the financial statements in accordance with the General Directions given by the Charity Commissioners. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The Charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011) and that an Independent Examination is required.

I report in respect of my examination of the Foundation's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the 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 Charity as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (2) 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.



Richard Billinghamurst FCA
Knox Cropper LLP
Chartered Accountants

65 Leadenhall Street
London EC3A 2AD

Date 28th August 2024

BOOKHAM UNITED CHARITIES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted £	Restricted £	2023 Total Funds £	2022 Total Funds (Note 15) £
Income from:					
Grants and donations		140	9,300	9,440	200
Charitable Activities,					
Maintenance Contributions		54,963	-	54,963	61,467
Receivable			-		(8,965)
Voids					
Investments	2	7,484	507	7,991	4,618
Total income		<u>62,587</u>	<u>9,807</u>	<u>72,394</u>	<u>57,320</u>
Expenditure on:					
Charitable Activities	3	82,522	4,890	87,412	54,555
Total expenditure		<u>82,522</u>	<u>4,890</u>	<u>87,412</u>	<u>54,555</u>
Net gains/(losses) on investments	7	2,167	-	2,167	(2,973)
Net (expenditure)/income and net movement in funds for the year		(17,768)	4,917	(12,851)	(208)
Reconciliation of funds:					
Total funds brought forward	10/11	341,831	20,783	362,614	362,822
Total funds carried forward	10/11	<u>324,063</u>	<u>25,700</u>	<u>349,763</u>	<u>362,614</u>

Bookham United Charities has not acquired or discontinued any fundamental activities during the above two financial years.

BOOKHAM UNITED CHARITIES**BALANCE SHEET****AS AT 31 DECEMBER 2023**

	Notes	2023		2022	
		£	£	£	£
FIXED ASSETS					
Housing Properties:					
At Valuation Less Depreciation	6		79,300		82,350
Investments	7		<u>107,788</u>		<u>101,728</u>
			187,088		184,078
CURRENT ASSETS					
Debtors	8	412		1,147	
Cash at Bank and in Hand		<u>167,488</u>		<u>180,867</u>	
		167,900		182,014	
CREDITORS : Amounts falling due					
Within one year	9	<u>(5,225)</u>		<u>(3,478)</u>	
NET CURRENT ASSETS			162,675		178,536
TOTAL NET ASSETS			<u>349,763</u>		<u>362,614</u>
FUNDS					
Restricted	11		25,700		20,783
Unrestricted	10		<u>324,063</u>		<u>341,831</u>
			349,763		362,614

These financial statements were approved by the Board on *20th August* 2024 and signed on its behalf by:


 Rev A. Jenkins (Chair)


 P Crook (Trustee)

BOOKHAM UNITED CHARITIES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

1. PRINCIPAL ACCOUNTING POLICIES

a. **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)', 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 of accounting, as modified by including Housing Land and Buildings at the Trustees' estimate of their value at 31 December 1986 (Note 6) and Fixed Asset Investments at market value (Note 7).

b. **Going Concern**

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. In forming this opinion, they have considered the current economic climate and future plans on both its income and expenditure for at least a period of twelve months from the date of approval of these financial statements. In their opinion income is unlikely to be affected significantly and expenditure can easily be tailored to match the level of income received for the foreseeable future. The Charity's reserves are also sufficient to meet any short-term fluctuations.

c. **Judgments and key sources of estimation uncertainty**

No judgement (apart from those involving estimates) have been made in the process of applying these accounting policies that have a significant effect on amounts recognised in the financial statements.

d. **Financial reporting standard 102 – reduced disclosure exemption**

In preparing these financial statements, the charity has taken advantage of the disclosure exemption, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', from the requirements of Section 7 Statement of Cash Flows.

e. **Housing Properties:**

The land on which all the buildings stand, and the Almshouses known as 1-4 Frere Cottages were settled on the Trustees on 10 June 1890 and there is no record as to the cost of the land or buildings. The buildings known as 5 and 6 Frere Cottages were subsequently added to 1-4 Frere Cottages but the Trustees have no record as to the cost of building these two cottages. The Almshouses known as 1-4 Hughes House were built in 1969/70 at a cost of £11,146.

Housing Land and Buildings (Freehold) were stated at the Trustees' estimate of their open market value, subject to life tenancies at 31 December 1986, having regard to the current rents and maintenance contributions receivable at that date. Properties are depreciated over an estimated residual economic life of 50 years.

The transitional provisions of FRS 102 permitted organisations that have revalued assets in the past, to use the carrying value of these assets in the latest accounts as the equivalent of their deemed cost, thereby avoiding the requirement for subsequent valuations. The Charity took advantage of these provisions.

f. **Other Fixed Assets:**

Tangible fixed assets other than housing properties are stated at cost.

Depreciation is calculated so as to write off the cost of fixed assets on a straight-line basis over the expected useful economic lives of the assets concerned. The principal annual rate used for this purpose is:

Fixtures and Fittings - 25% per annum

BOOKHAM UNITED CHARITIES
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2023

1. PRINCIPAL ACCOUNTING POLICIES (CONTINUED)

g. Fixed Asset Investments:

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the Balance Sheet date using the closing quoted market price. The cost of accumulation shares included in fixed asset investments includes income in respect of these shares which is not distributed but is retained in the fund and is reflected in their quoted market price.

Realised and unrealised gains/(losses) on investments are reflected through the Statement of Financial Activities. Realised gains/(losses) on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains/(losses) are calculated as the difference between the fair value at the balance sheet date and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

h. Financial instruments:

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments, consisting of quoted investments, cash at bank, debtors and creditors. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

i. 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.

j. 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 costs 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.

k. Cyclical Repairs and Maintenance:

Bookham United Charities has established a regular programme of cyclical repairs and maintenance. Costs are charged to the Revenue Account in the year in which they are incurred.

l. Extraordinary Repairs:

The costs of extraordinary repairs, unless representing improvements to the properties, are charged to the Revenue Account in the year in which they are incurred.

m. Cyclical Repairs and Maintenance Reserve:

This reserve represents amounts set aside for cyclical maintenance to meet costs in excess of budgeted expenditure for any year.

n. Extraordinary Repairs Reserve:

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

o. Charitable Funds Property Reserve:

This Fund represents that proportion of the cost of properties which was financed by charitable donations and the Trust's own resources.

p. Value Added Tax:

Bookham United Charities is not registered for Value Added Tax. In these Financial Statements, where applicable, expenditure is shown inclusive of VAT.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2023****2. INVESTMENT INCOME**

	Un- restricted Funds	Restricted Funds	2023 Total	2022 Total
	£	£	£	£
Bank Deposit Interest	3,346	507	3,853	850
Dividends Income	4,138	-	4,138	3,768
	<u>7,484</u>	<u>507</u>	<u>7,991</u>	<u>4,618</u>

3. CHARITABLE ACTIVITIES

3a. Direct Costs

	Un- Restricted Funds	Restricted Funds	2023 Total	2022 Total
	£	£	£	£
Grants Given (Assistance to Parishioners/Students)	-	4,890	4,890	4,120
Rates and Water	1,598	-	1,598	1,742
Repairs and Maintenance	60,594	-	60,594	36,089
Legal and Professional Fees	4,320	-	4,320	-
Electricity and Gas	2,594	-	2,594	2,976
Insurance	1,014	-	1,014	1,087
Sundry Expenses	1,040	-	1,040	-
Security	-	-	-	1,510
Maintenance Contributions written off	-	-	-	-
Depreciation	3,050	-	3,050	3,050
Council Tax	1,448	-	1,448	293
Alarm Service	1,848	-	1,848	-
	<u>77,506</u>	<u>4,890</u>	<u>82,396</u>	<u>50,867</u>
3b. Support Costs				
Subscriptions	276	-	276	210
Postage and Stationery	-	-	-	58
Accountancy Fee	4,740	-	4,740	3,420
	<u>5,016</u>	<u>-</u>	<u>5,016</u>	<u>3,688</u>
CHARITABLE EXPENDITURE	<u>82,522</u>	<u>4,890</u>	<u>87,412</u>	<u>54,555</u>

4. KEY MANAGEMENT PERSONNEL

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the charity, directly or indirectly, including any trustee of the charity. The key management personnel of the charity are the trustees. The Trustees provide their services free of charge (2022: £Nil). No value is reflected in the accounts for the donated services of the Trustees.

Trustees have been reimbursed postage, stationery and sundry expenses during the year £57.89 (2022: £58.50).

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2023****5a. NET INCOME FOR THE YEAR IS STATED AFTER CHARGING :**

	2023	2022
	£	£
Depreciation - Tangible Fixed Assets	3,050	3,050
Independent Examiner's Fee – current year	4,740	3,420
Independent Examiner's Fee – prior year under provision	-	-
	<u> </u>	<u> </u>

5b. TAXATION

Bookham United Charities is a registered Charity and is, therefore, exempt from liability to taxation on non-trading income and capital gains providing these are applied to charitable purposes.

**6. FIXED ASSETS
HOUSING PROPERTIES**

	2023 Total Completed Housing Properties £	2022 Total Completed Housing Properties £
At Deemed Cost:		
At 1 January 2022 and 31 December 2023	<u>152,500</u>	<u>152,500</u>
Depreciation		
Balance brought forward at 1 January 2023	70,150	67,100
Charge for the year	3,050	3,050
Depreciation carried forward at 31 December 2023	<u>73,200</u>	<u>70,150</u>
Net Book Value at 31 December 2023	<u>79,300</u>	<u>82,350</u>

- (a) Housing Land and Buildings (Freehold) are stated at deemed cost, being the Trustees' estimate of their open market value, subject to life tenancies at 31 December 1986, having regard to the current rents and maintenance contributions receivable at that date:

1-4 Hughes House, Great Bookham	60,000	60,000
1-4 Frere Cottages, Great Bookham	40,000	40,000
5 and 6 Frere Cottages, Great Bookham	<u>52,500</u>	<u>52,500</u>
	<u>152,500</u>	<u>152,500</u>

- (b) The open market value with vacant possession of the above-mentioned properties would have been substantially in excess of the above values at 31 December 1986.
- (c) There is no record as to costs of the land or buildings known as 1-4 and 5 and 6 Frere Cottages. The Almshouses known as 1-4 Hughes House were built in 1969/70 at a cost of £11,146.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2023****7. FIXED ASSETS****INVESTMENTS**

	Cost		Market Value	
	2023	2022	2023	2022
	£	£	£	£
National Association of Almshouses Common Investment Fund				
Income Shares	2,658	2,658	5,793	5,695
Accumulation Shares	26,885	26,885	101,995	96,033
	<u>29,543</u>	<u>29,543</u>	<u>107,788</u>	<u>101,728</u>

MOVEMENT IN SHARES

	2023	2022
	£	£
Income Shares		
At 1 January	5,695	5,879
(Decrease)/Increase in Market Value	98	(183)
At 31 December	<u>5,793</u>	<u>5,695</u>
Accumulation Shares		
At 1 January	96,033	95,280
Income Accumulated	3,893	3,543
Increase/(Decrease) in Market Value	2,069	(2,790)
At 31 December	<u>101,995</u>	<u>96,033</u>
TOTAL	<u>107,788</u>	<u>101,728</u>

8. DEBTORS

	2023	2022
	£	£
Amounts falling due within one year:		
Prepayments and Accrued Income	412	655
Maintenance Contributions due	-	492
	<u>412</u>	<u>1,147</u>

9. CREDITORS: Amounts falling due within one year:

	2023	2022
	£	£
Accruals	4,740	3,478
Deferred income	485	-
	<u>5,225</u>	<u>3,478</u>

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2023****10. UNRESTRICTED FUNDS**

	Total	Cyclical Repairs & Maintenance Reserve	Extra- Ordinary Repairs Reserve	Charitable Funds Property Reserve
	£	£	£	£
Balance Brought Forward	341,831	20,175	46,512	275,144
Unrealised Gain on Investments	2,167	128	295	1,744
Net income for the year	(19,935)	(1,177)	(2,712)	(16,046)
Net Movements in Funds for the year	(17,768)	(1,049)	(2,417)	(14,302)
Balance Carried Forward	<u>324,063</u>	<u>19,126</u>	<u>44,095</u>	<u>260,842</u>

The purposes of these funds are detailed in Note 1, accounting policies.

11. RESTRICTED FUNDS

	Total	John Browne Accumulated Fund	Sir George Shiers Accumulated Fund	The FRERE Cottage Charity Accumulated Fund	The Henry Smith Accumulated Fund
	£	£	£	£	£
Balance Brought Forward	20,783	37	711	12,796	7,239
Investment Income	507	-	18	312	177
Grant Received	9,300	-	-	-	9,300
Grants Given	(4,890)	-	-	-	(4,890)
Repairs & Maintenance	-	-	-	-	-
	4,917	-	18	312	4,587
Net Movement in Funds for the year	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Balance Carried Forward	<u>25,700</u>	<u>37</u>	<u>729</u>	<u>13,108</u>	<u>11,826</u>

The income funds of the Charity include restricted funds comprising the following unexpended balances of donations and other income held on funds for specific purposes:

- (a) The John Browne Accumulated Fund, Sir George Shiers Accumulated Fund and the Henry Smith Accumulated Fund were set up to assist specific charitable purposes in Great Bookham.
- (b) The FRERE Cottage Charity Accumulated Fund has been set up for the provision of almshouse accommodation for 10 ladies who have resided:
 - (i) in the area of the Ancient Parish of Great Bookham; or
 - (ii) in the Mole Valley District, or
 - (iii) elsewhere with Charity Commission's consent.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2023****12. ANALYSIS OF NET ASSETS
BETWEEN FUNDS**

	Total	Fixed Assets	Invest- ments	Current Assets	Current Liabilities
	£	£	£	£	£
John Browne Accumulated Fund	37	-	-	37	-
Sir George Shiers Accumulated Fund	729	-	-	729	-
The FRERE Cottage Charity Accumulated Fund	13,108	-	-	13,108	-
The Henry Smith Accumulated Fund	11,826	-	-	11,826	-
Restricted Funds	25,700	-	-	25,700	-
Unrestricted Funds	324,063	79,300	107,788	142,200	(5,225)
	349,763	79,300	107,788	167,900	(5,225)

13. CAPITAL COMMITMENTS

	2023	2022
	£	£
Capital Expenditure that had been contracted for but not been provided for in the Financial Statements at 31 December	-	-

14. CONTINGENT LIABILITIES

At 31 December 2023 there were no known contingent liabilities (2022: £Nil).

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2023****15. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted	Restricted	2022 Total Funds
	£	£	£
Income from:			
Grants	200	-	200
Charitable Activities, Maintenance Contributions Receivable	61,467	-	61,467
Voids	(8,965)	-	(8,965)
Investments	4,512	106	4,618
Other income	-	-	-
Total income	<u>57,214</u>	<u>106</u>	<u>57,320</u>
Expenditure on:			
Charitable Activities	50,435	4,120	54,555
Total expenditure	<u>50,435</u>	<u>4,120</u>	<u>54,555</u>
Net (losses) on investments	<u>(2,973)</u>	<u>-</u>	<u>(2,973)</u>
Net income and net movement in funds for the year	3,806	(4,014)	(208)
Reconciliation of funds:			
Total funds brought forward	338,025	24,797	362,822
Total funds carried forward	<u>341,831</u>	<u>20,783</u>	<u>362,614</u>

BOOKHAM UNITED CHARITIES

England & Wales - Charity number 1182480

Accounts

BOOKHAM UNITED CHARITIES

REGISTERED CHARITY NO: 1182480

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2022

BOOKHAM UNITED CHARITIES

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BOOKHAM UNITED CHARITIES**LEGAL AND ADMINISTRATIVE DETAILS**

On 15 March 2019 Bookham United Charities (charity no. 204831) formed and registered a new Charitable Incorporated Organisation (CIO) (charity no. 1182480) with the Charity Commission, administered and managed by a body of trustees. The net assets and activities of the original unincorporated charity were transferred to the CIO by Asset Transfer Agreement and Vesting Declaration dated 1 July 2019 as a charity reconstruction. The name of the charity has not changed.

REGISTRATION NUMBER: 1182480

THE PRINCIPAL OFFICERS ARE:

Rev A Jenkins	Chairperson
Mr P H Crook	Treasurer
Mr C Harris	Clerk to the Trustees
Mrs D Owers	Trustee
Cllr Mrs C Curran	Trustee
Mr J F Stedman	Representative of the Stedman Family
Mr K A Picknell	Trustee
Mrs V S Hollingsworth	Trustee

REGISTERED OFFICE: The Rectory
2a Fife Way
Great Bookham
Surrey KT23 3PH

PROFESSIONAL ADVISORS:

Independent Examiner: Richard Billingham FCA
Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London EC3A 2AD

Bankers National Westminster Bank Plc
Business Banking Department

BOOKHAM UNITED CHARITIES

TRUSTEES' REPORT

The Trustees submit their report and the financial statements for the year ended 31 December 2022. They have been prepared in accordance with 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).

APPOINTMENT OF TRUSTEES

The charity is governed by its Constitution which provides for the Rector of the Parish of Great Bookham to be an ex-officio trustee and the nomination of a member of the Stedman family. Other Trustees are appointed by the Board of Trustees and shall be persons residing or carrying on business in or having a significant connection to Great Bookham and shall be appointed for a period of five years. There must be no less than three and no more than eight trustees at any time.

Each new trustee shall be made available on or before his or her first appointment, a copy of the Constitution and any amendments made to it and a copy of the latest Annual report and accounts.

Trustees will be selected with due regard to the skills, knowledge and experience needed for the effective administration of the charity.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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 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;
- state whether applicable accounting standards and statements of recommended practice 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 to operate.

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.

RISK MANAGEMENT

The Trustees have identified the risks to which the Charity might be exposed, including risks to the Charity's reputation and financial position. The latest Financial Control policies were approved by the Board of Trustees on 14 March 2018. These controls include all aspects of Risk Management and systems have been established to address these risks.

BOOKHAM UNITED CHARITIES**TRUSTEES' REPORT (CONTINUED)****PUBLIC BENEFIT**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities and setting grant making policy for 2023.

OBJECTIVES AND ACTIVITIES

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

- to relieve persons with a significant connection either to Great or Little Bookham or failing that to immediately neighbouring settlements in the district of Mole Valley or failing that to the Borough of Guildford who are in housing need, by providing almshouse accommodation; and
- to relieve the financial hardship of persons who are resident within the boundary of the Parish of St Nicolas Great Bookham by providing to such persons grants of money or by providing or paying for items, services or facilities.

The Charity owns and maintains the almshouses of Frere Cottages and Hughes House providing 10 self contained units of affordable housing. In addition, the Trustees agree one off grants made from applications from within the Ancient Parish of Great Bookham. The Charity is normally in receipt of an annual grant from Henry Smith Charity (although no such grant was received in the current or preceding year) and dispenses grants in accordance with criteria laid down by that trust deed.

FINANCIAL REVIEW – RESERVES POLICY

The Charity needs reserves to meet the routine as well as cyclical and extraordinary repairs of the properties. Trustees are of the opinion that existing levels of unrestricted reserves of £341,831 are reasonable under the circumstances. The Reserves Policy is reviewed at least every three years and was last reviewed in 2022. The Charity has invested surplus resources in either income or accumulation shares of the National Association of Almshouses Common Investment Fund. Restricted Funds at the year end amounted to £20,783.

In assessing the level of reserves required the trustees have considered the economic environment since the end of the financial year. The trustees consider that the impact on the charity is unlikely to be significant and that it holds sufficient reserves and can adapt its expenditure as necessary to cope with any variations in its income caused by the pandemic for the foreseeable future.

REVIEW OF OPERATIONS

The Charity disclosed net expenditure of £208 for the current year compared to net income of £47,512 in the previous year. This turnaround is primarily as a result of various accommodation being unoccupied and voids arising of almost £9k in total. In addition, in the case of No. 5 Frere Cottages being unoccupied for the first time in many years the opportunity was taken to refurbish and repairs and maintenance costs increased by £26k. Grants issued this year from The Henry Smith Accumulated Fund also increased by £2,352 to £4,120.

The performance of the financial markets resulted in a loss on the Charity's investments of almost £3k compared to a gain in the preceding year of almost £9k. These negative movements were partly offset by increased investment income, as a result of higher interest rates (up from £2,995 to £4,618).

RESULTS

The results of the Bookham United Charities for the year are set out on page 6 to the financial statements.

BOOKHAM UNITED CHARITIES
TRUSTEES' REPORT (CONTINUED)

PLANS FOR THE FUTURE

The Charity will continue to own and maintain the almshouses at Frere Cottages and Hughes House and will continue to make grants in accordance with the criteria laid down by the Henry Smith Charity. The level of MMCs at the Almshouses is kept under review and small increases were implemented both from 1st April 2019 and 1st May 2020. However, in the light of the economic situation and the effects of the pandemic, the Trustees decided not to implement the small increases envisaged for both April 2021 and April 2022. The Trustees will continue to bear this in mind. This is now ensuring that we are able to fund the continuing programme of expenditure on recommended works on the almshouse buildings as well as the increasing day to day costs of maintaining the ageing buildings and the regulatory requirements.

Approved by the Trustees on 26/09/2023 and signed on their behalf by:



Clr Clare Curran
Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BOOKHAM UNITED CHARITIES

I report to the Trustees on my examination of the financial statements of the Charity for the year ended 31 December 2022, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. This report is made to the Trustees, as a body, in accordance with the terms of my engagement. My work has been undertaken so that I might carry out an Independent Examination of the financial statements in accordance with the General Directions given by the Charity Commissioners. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The Charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011) and that an Independent Examination is required.

I report in respect of my examination of the Foundation's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the 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 Foundation as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (2) 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.



Richard Billinghamurst FCA
Knox Cropper LLP
Chartered Accountants

65 Leadenhall Street
London EC3A 2AD

Date 3/10/2023

BOOKHAM UNITED CHARITIES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2022

	Notes	Unrestricted £	Restricted £	2022 Total Funds £	2021 Total Funds (Note 15) £
Income from:					
Grants and donations		200	-	200	-
Charitable Activities, Maintenance Contributions Receivable Voids		61,467 (8,965)	- -	61,467 (8,965)	62,290 -
Investments	2	4,512	106	4,618	62,290 2,995
Total income		<u>57,214</u>	<u>106</u>	<u>57,320</u>	<u>65,285</u>
Expenditure on:					
Charitable Activities	3	50,435	4,120	54,555	26,578
Total expenditure		<u>50,435</u>	<u>4,120</u>	<u>54,555</u>	<u>26,578</u>
Net gains/(losses) on investments	7	(2,973)	-	(2,973)	8,805
Net (expenditure)/income and net movement in funds for the year		3,806	(4,014)	(208)	47,512
Reconciliation of funds:					
Total funds brought forward	10/11	338,025	24,797	362,822	315,310
Total funds carried forward	10/11	<u>341,831</u>	<u>20,783</u>	<u>362,614</u>	<u>362,822</u>

Bookham United Charities has not acquired or discontinued any fundamental activities during the above two financial years.

BOOKHAM UNITED CHARITIES**BALANCE SHEET****AS AT 31 DECEMBER 2022**

	Notes	2022		2021	
		£	£	£	£
FIXED ASSETS					
Housing Properties:					
At Valuation Less Depreciation	6		82,350		85,400
Investments	7		<u>101,728</u>		<u>101,159</u>
			184,078		186,559
CURRENT ASSETS					
Debtors	8	1,147		784	
Cash at Bank and in Hand		<u>180,867</u>		<u>178,619</u>	
		182,014		179,403	
CREDITORS : Amounts falling due Within one year	9	<u>(3,478)</u>		<u>(3,140)</u>	
NET CURRENT ASSETS			178,536		176,263
TOTAL NET ASSETS			<u>362,614</u>		<u>362,822</u>
FUNDS					
Restricted	11		20,783		24,797
Unrestricted	10		<u>341,831</u>		<u>338,025</u>
			<u>362,614</u>		<u>362,822</u>

These financial statements were approved by the Board on 26/09 2023 and signed on its behalf by:



C Curran (Trustee)



P Crook (Trustee)

BOOKHAM UNITED CHARITIES
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1. PRINCIPAL ACCOUNTING POLICIES

a. **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)', 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 of accounting, as modified by including Housing Land and Buildings at the Trustees' estimate of their value at 31 December 1986 (Note 6) and Fixed Asset Investments at market value (Note 7).

b. **Going Concern**

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. In forming this opinion, they have considered the current economic climate and future plans on both its income and expenditure for at least a period of twelve months from the date of approval of these financial statements. In their opinion income is unlikely to be affected significantly and expenditure can easily be tailored to match the level of income received for the foreseeable future. The Charity's reserves are also sufficient to meet any short-term fluctuations.

c. **Judgments and key sources of estimation uncertainty**

No judgement (apart from those involving estimates) have been made in the process of applying these accounting policies that have a significant effect on amounts recognised in the financial statements.

d. **Financial reporting standard 102 – reduced disclosure exemption**

In preparing these financial statements, the charity has taken advantage of the disclosure exemption, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', from the requirements of Section 7 Statement of Cash Flows.

e. **Housing Properties:**

The land on which all the buildings stand, and the Almshouses known as 1-4 Frere Cottages were settled on the Trustees on 10 June 1890 and there is no record as to the cost of the land or buildings. The buildings known as 5 and 6 Frere Cottages were subsequently added to 1-4 Frere Cottages but the Trustees have no record as to the cost of building these two cottages. The Almshouses known as 1-4 Hughes House were built in 1969/70 at a cost of £11,146.

Housing Land and Buildings (Freehold) were stated at the Trustees' estimate of their open market value, subject to life tenancies at 31 December 1986, having regard to the current rents and maintenance contributions receivable at that date. Properties are depreciated over an estimated residual economic life of 50 years.

The transitional provisions of FRS 102 permitted organisations that have revalued assets in the past, to use the carrying value of these assets in the latest accounts as the equivalent of their deemed cost, thereby avoiding the requirement for subsequent valuations. The Charity took advantage of these provisions.

f. **Other Fixed Assets:**

Tangible fixed assets other than housing properties are stated at cost.

Depreciation is calculated so as to write off the cost of fixed assets on a straight-line basis over the expected useful economic lives of the assets concerned. The principal annual rate used for this purpose is:

Fixtures and Fittings - 25% per annum

BOOKHAM UNITED CHARITIES
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2022

1. PRINCIPAL ACCOUNTING POLICIES (CONTINUED)

g. Fixed Asset Investments:

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the Balance Sheet date using the closing quoted market price. The cost of accumulation shares included in fixed asset investments includes income in respect of these shares which is not distributed but is retained in the fund and is reflected in their quoted market price.

Realised and unrealised gains/(losses) on investments are reflected through the Statement of Financial Activities. Realised gains/(losses) on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains/(losses) are calculated as the difference between the fair value at the balance sheet date and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

h. Financial instruments:

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments, consisting of quoted investments, cash at bank, debtors and creditors. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

i. 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.

j. 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 costs 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.

k. Cyclical Repairs and Maintenance:

Bookham United Charities has established a regular programme of cyclical repairs and maintenance. Costs are charged to the Revenue Account in the year in which they are incurred.

l. Extraordinary Repairs:

The costs of extraordinary repairs, unless representing improvements to the properties, are charged to the Revenue Account in the year in which they are incurred.

m. Cyclical Repairs and Maintenance Reserve:

This reserve represents amounts set aside for cyclical maintenance to meet costs in excess of budgeted expenditure for any year.

n. Extraordinary Repairs Reserve:

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

o. Charitable Funds Property Reserve:

This Fund represents that proportion of the cost of properties which was financed by charitable donations and the Trust's own resources.

p. Value Added Tax:

Bookham United Charities is not registered for Value Added Tax. In these Financial Statements, where applicable, expenditure is shown inclusive of VAT.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2022****2. INVESTMENT INCOME**

	Un- restricted Funds	Restricted Funds	2022 Total	2021 Total
	£	£	£	£
Bank Deposit Interest	744	106	850	10
Dividends Income	3,768	-	3,768	2,985
	<u>4,512</u>	<u>106</u>	<u>4,618</u>	<u>2,995</u>

3. CHARITABLE ACTIVITIES**3a. Direct Costs**

	Un- Restricted Funds	Restricted Funds	2022 Total	2021 Total
	£	£	£	£
Grants Given (Assistance to Parishioners/Students)	-	4,120	4,120	1,768
Rates and Water	1,742	-	1,742	1,395
Repairs and Maintenance	36,089	-	36,089	10,082
Legal and Professional Fees	-	-	-	-
Electricity and Gas	2,976	-	2,976	3,217
Insurance	1,087	-	1,087	1,027
Sundry Expenses	-	-	-	314
Security	1,510	-	1,510	1,881
Maintenance Contributions written off	-	-	-	-
Depreciation	3,050	-	3,050	3,050
Council Tax	293	-	293	-
	<u>46,747</u>	<u>4,120</u>	<u>50,867</u>	<u>22,734</u>
3b. Support Costs				
Subscriptions	210	-	210	225
Postage and Stationery	58	-	58	39
Accountancy Fee	3,420	-	3,420	3,580
	<u>3,688</u>	<u>-</u>	<u>3,688</u>	<u>3,844</u>
CHARITABLE EXPENDITURE	<u>50,435</u>	<u>4,120</u>	<u>54,555</u>	<u>26,578</u>

4. KEY MANAGEMENT PERSONNEL

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the charity, directly or indirectly, including any trustee of the charity. The key management personnel of the charity are the trustees. The Trustees provide their services free of charge (2021: £Nil). No value is reflected in the accounts for the donated services of the Trustees.

One Trustee has been reimbursed postage and stationery expenses during the year of £58.50 (2021: £49.65).

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2022****5a. NET INCOME FOR THE YEAR IS STATED AFTER CHARGING :**

	2022	2021
	£	£
Depreciation - Tangible Fixed Assets	3,050	3,050
Independent Examiner's Fee – current year	3,420	3,090
Independent Examiner's Fee – prior year under provision	-	490
	<u> </u>	<u> </u>

5b. TAXATION

Bookham United Charities is a registered Charity and is, therefore, exempt from liability to taxation on non-trading income and capital gains providing these are applied to charitable purposes.

**6. FIXED ASSETS
HOUSING PROPERTIES**

	2022 Total Completed Housing Properties £	2021 Total Completed Housing Properties £
At Deemed Cost:		
At 1 January 2022 and 31 December 2021	152,500	152,500
Depreciation		
Balance brought forward at 1 January 2022	67,100	64,050
Charge for the year	3,050	3,050
Depreciation carried forward at 31 December 2022	<u>70,150</u>	<u>67,100</u>
Net Book Value at 31 December 2021	<u>82,350</u>	<u>85,400</u>

- (a) Housing Land and Buildings (Freehold) are stated at deemed cost, being the Trustees' estimate of their open market value, subject to life tenancies at 31 December 1986, having regard to the current rents and maintenance contributions receivable at that date:

1-4 Hughes House, Great Bookham	60,000	60,000
1-4 Frere Cottages, Great Bookham	40,000	40,000
5 and 6 Frere Cottages, Great Bookham	<u>52,500</u>	<u>52,500</u>
	<u>152,500</u>	<u>152,500</u>

- (b) The open market value with vacant possession of the above-mentioned properties would have been substantially in excess of the above values at 31 December 1986.
- (c) There is no record as to costs of the land or buildings known as 1-4 and 5 and 6 Frere Cottages. The Almshouses known as 1-4 Hughes House were built in 1969/70 at a cost of £11,146.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2022****7. FIXED ASSETS****INVESTMENTS**

	Cost		Market Value	
	2022	2021	2022	2021
	£	£	£	£
National Association of Almshouses Common Investment Fund				
Income Shares	2,658	2,658	5,695	5,879
Accumulation Shares	26,885	26,885	96,033	95,280
	<u>29,543</u>	<u>29,543</u>	<u>101,728</u>	<u>101,159</u>

MOVEMENT IN SHARES

	2022	2021
	£	£
Income Shares		
At 1 January	5,879	5,393
(Decrease)/Increase in Market Value	(183)	486
At 31 December	<u>5,695</u>	<u>5,879</u>
Accumulation Shares		
At 1 January	95,280	84,189
Income Accumulated	3,543	2,772
Increase/(Decrease) in Market Value	(2,790)	8,319
At 31 December	<u>96,033</u>	<u>95,280</u>
TOTAL	<u>101,728</u>	<u>101,159</u>

8. DEBTORS

	2022	2021
	£	£
Amounts falling due within one year:		
Prepayments and Accrued Income	655	586
Maintenance Contributions due	492	198
	<u>1,147</u>	<u>784</u>

9. CREDITORS: Amounts falling due within one year:

	2022	2021
	£	£
Other Creditors and Accruals	<u>3,478</u>	<u>3,140</u>

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2022****10. UNRESTRICTED FUNDS**

	Total	Cyclical Repairs & Maintenance Reserve	Extra- Ordinary Repairs Reserve	Charitable Funds Property Reserve
	£	£	£	£
Balance Brought Forward	338,025	19,950	45,995	272,080
Unrealised Gain on Investments	(2,973)	(175)	405	(2,393)
Net income for the year	6,779	400	922	5,457
Net Movements in Funds for the year	3,806	225	517	3,064
Balance Carried Forward	<u>341,831</u>	<u>20,175</u>	<u>46,512</u>	<u>275,1448</u>

The purposes of these funds are detailed in Note 1, accounting policies.

11. RESTRICTED FUNDS

	Total	John Browne Accumulated Fund	Sir George Shiers Accumulated Fund	The FRERE Cottage Charity Accumulated Fund	The Henry Smith Accumulated Fund
	£	£	£	£	£
Balance Brought Forward	24,797	37	707	12,742	11,311
Investment Income	106	-	4	54	48
Grant Received	-	-	-	-	-
Grants Given	(4,120)	-	-	-	(4,120)
Repairs & Maintenance	-	-	-	-	-
Net Movement in Funds for the year	<u>(4,014)</u>	<u>-</u>	<u>4</u>	<u>54</u>	<u>(4,072)</u>
Balance Carried Forward	<u>20,783</u>	<u>37</u>	<u>711</u>	<u>12,796</u>	<u>7,239</u>

The income funds of the Charity include restricted funds comprising the following unexpended balances of donations and other income held on funds for specific purposes:

- (a) The John Browne Accumulated Fund, Sir George Shiers Accumulated Fund and the Henry Smith Accumulated Fund were set up to assist specific charitable purposes in Great Bookham.
- (b) The FRERE Cottage Charity Accumulated Fund has been set up for the provision of almshouse accommodation for 10 ladies who have resided:
 - (i) in the area of the Ancient Parish of Great Bookham; or
 - (ii) in the Mole Valley District, or
 - (iii) elsewhere with Charity Commission's consent.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2022****12. ANALYSIS OF NET ASSETS
BETWEEN FUNDS**

	Total	Fixed	Invest-	Current	Current
	£	Assets	ments	Assets	Liabilities
		£	£	£	£
John Browne Accumulated Fund	37	-	-	37	-
Sir George Shiers Accumulated Fund	711	-	-	711	-
The FRERE Cottage Charity Accumulated Fund	12,796	-	-	12,796	-
The Henry Smith Accumulated Fund	7,239	-	-	7,239	-
Restricted Funds	20,678	-	-	20,678	-
Unrestricted Funds	341,831	82,350	101,728	161,231	(3,478)
	362,614	82,350	101,728	182,014	(3,478)

13. CAPITAL COMMITMENTS

	2022	2021
	£	£
Capital Expenditure that had been contracted for but not been provided for in the Financial Statements at 31 December	-	-

14. CONTINGENT LIABILITIES

At 31 December 2022 there were no known contingent liabilities (2021: £Nil).

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2022****15. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted	Restricted	2021 Total Funds
	£	£	£
Income from:			
Grants	-	-	-
Charitable Activities, Maintenance Contributions Receivable	62,290	-	62,290
Voids	-	-	-
	62,290	-	62,290
Investments	2,993	2	2,995
Other income	-	-	-
Total income	65,283	2	65,285
Expenditure on:			
Charitable Activities	24,810	1,768	26,578
Total expenditure	24,810	1,768	26,578
Net (losses) on investments	8,805	-	8,805
Net income and net movement in funds for the year	49,278	(1,766)	47,512
Reconciliation of funds:			
Total funds brought forward	288,747	26,563	315,310
Total funds carried forward	388,025	24,797	362,822

BOOKHAM UNITED CHARITIES

England & Wales - Charity number 1182480

Accounts

BOOKHAM UNITED CHARITIES

REGISTERED CHARITY NO: 1182480

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2021

BOOKHAM UNITED CHARITIES

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BOOKHAM UNITED CHARITIES**LEGAL AND ADMINISTRATIVE DETAILS**

On 15 March 2019 Bookham United Charities (charity no. 204831) formed and registered a new Charitable Incorporated Organisation (CIO) (charity no. 1182480) with the Charity Commission, administered and managed by a body of trustees. The net assets and activities of the original unincorporated charity were transferred to the CIO by Asset Transfer Agreement and Vesting Declaration dated 1 July 2019 as a charity reconstruction. The name of the charity has not changed.

REGISTRATION NUMBER: 1182480

THE PRINCIPAL OFFICERS ARE:

Rev A Jenkins	Chairperson
Mr P H Crook	Treasurer
Mr C Harris	Clerk to the Trustees
Mrs D Owers	Trustee
Cllr Mrs C Curran	Trustee
Mr J F Stedman	Representative of the Stedman Family
Mr K A Picknell	Trustee
Mrs V S Hollingsworth	Trustee

REGISTERED OFFICE: The Rectory
2a Fife Way
Great Bookham
Surrey KT23 3PH

PROFESSIONAL ADVISORS:

Independent Examiner: Richard Billingham FCA
Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London EC3A 2AD

Bankers National Westminster Bank Plc
Business Banking Department

BOOKHAM UNITED CHARITIES

TRUSTEES' REPORT

The Trustees submit their report and the financial statements for the year ended 31 December 2021. They have been prepared in accordance with 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).

APPOINTMENT OF TRUSTEES

The charity is governed by its Constitution which provides for the Rector of the Parish of Great Bookham to be an ex-officio trustee and the nomination of a member of the Stedman family. Other Trustees are appointed by the Board of Trustees and shall be persons residing or carrying on business in or having a significant connection to Great Bookham and shall be appointed for a period of five years. There must be no less than three and no more than eight trustees at any time.

Each new trustee shall be made available on or before his or her first appointment, a copy of the Constitution and any amendments made to it and a copy of the latest Annual report and accounts.

Trustees will be selected with due regard to the skills, knowledge and experience needed for the effective administration of the charity.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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 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;
- state whether applicable accounting standards and statements of recommended practice 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 to operate.

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.

RISK MANAGEMENT

The Trustees have identified the risks to which the Charity might be exposed, including risks to the Charity's reputation and financial position. The latest Financial Control policies were approved by the Board of Trustees on 14 March 2018. These controls include all aspects of Risk Management and systems have been established to address these risks.

BOOKHAM UNITED CHARITIES
TRUSTEES' REPORT (CONTINUED)

PUBLIC BENEFIT

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities and setting grant making policy for 2021.

OBJECTIVES AND ACTIVITIES

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

- to relieve persons with a significant connection either to Great or Little Bookham or failing that to immediately neighbouring settlements in the district of Mole Valley or failing that to the Borough of Guildford who are in housing need, by providing almshouse accommodation; and
- to relieve the financial hardship of persons who are resident within the boundary of the Parish of St Nicolas Great Bookham by providing to such persons grants of money or by providing or paying for items, services or facilities.

The Charity owns and maintains the almshouses of Frere Cottages and Hughes House providing 10 self contained units of affordable housing. In addition, the Trustees agree one off grants made from applications from within the Ancient Parish of Great Bookham. The Charity is normally in receipt of an annual grant from Henry Smith Charity (although no such grant was received in the year to 31st December 2021) and dispenses grants in accordance with criteria laid down by that trust deed.

FINANCIAL REVIEW – RESERVES POLICY

The Charity needs reserves to meet the routine as well as cyclical and extraordinary repairs of the properties. Trustees are of the opinion that existing levels of unrestricted reserves of £338,025 are reasonable under the circumstances. The Trustees formally review the Reserves Policy at three yearly intervals (or more frequently should the need arise) and amend the policy if necessary. A new policy was agreed by the Trustees in March 2018. The Charity has invested surplus resources in either income or accumulation shares of the National Association of Almshouses Common Investment Fund. Restricted Funds at the year end amounted to £26,563.

REVIEW OF OPERATIONS

The net inflow of funds for the year was £47,512 compared with a net inflow of £31,974 in the previous year. Investment income receivable has decreased marginally from £3,836 in 2020 to £2,995 in the current year. No grant was received during the year from The Henry Smith Charity. Charitable expenditure has decreased from £30,479 in 2020 to £26,578 in the current year as a result of decreased repairs and maintenance work and includes individual grants to beneficiaries of £1,768 paid out of the Henry Smith Charity restricted fund.

In assessing the level of reserves required the trustees have considered the impact of the COVID-19 pandemic since the end of the financial year. The trustees consider that the impact on the charity is unlikely to be significant and that it holds sufficient reserves and can adapt its expenditure as necessary to cope with any variations in its income caused by the pandemic for the foreseeable future.

RESULTS

The results of the Bookham United Charities for the year are set out on page 6 to the financial statements.

BOOKHAM UNITED CHARITIES
TRUSTEES' REPORT (CONTINUED)

PLANS FOR THE FUTURE

The Charity will continue to own and maintain the almshouses at Frere Cottages and Hughes House and will continue to make grants in accordance with the criteria laid down by the Henry Smith Charity. The level of MMCs at the Almshouses is kept under review and small increases were implemented both from 1st April 2019 and 1st May 2020. However, in the light of the economic situation and the effects of the pandemic, the Trustees decided not to implement the small increases envisaged for both April 2021 and April 2022. The Trustees will continue to bear this in mind. This is now ensuring that we are able to fund the continuing programme of expenditure on recommended works on the almshouse buildings as well as the increasing day to day costs of maintaining the ageing buildings and the regulatory requirements.

Approved by the Trustees on 13/07/22 and signed on their behalf by:



Reverend A Jenkins
Chairman

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BOOKHAM UNITED CHARITIES

I report to the Trustees on my examination of the financial statements of the Charity for the year ended 31 December 2021, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. This report is made to the Trustees, as a body, in accordance with the terms of my engagement. My work has been undertaken so that I might carry out an Independent Examination of the financial statements in accordance with the General Directions given by the Charity Commissioners. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The Charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011) and that an Independent Examination is required.

I report in respect of my examination of the Foundation's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the 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 Foundation as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (2) 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.



Richard Billinghamurst FCA
Knox Cropper LLP
Chartered Accountants

65 Leadenhall Street
London EC3A 2AD

Date 03/08/2022

BOOKHAM UNITED CHARITIES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	Notes	Unrestricted £	Restricted £	2021 Total Funds £	2020 Total Funds (Note 15) £
Income from:					
Grants		-	-	-	8,400
Charitable Activities, Maintenance Contributions Receivable		62,290	-	62,290	61,452
Voids		-	-	-	(4,650)
		62,290	-	62,290	56,802
Investments	2	2,993	2	2,995	3,836
Other income		-	-	-	-
Total income		<u>65,283</u>	<u>2</u>	<u>65,285</u>	<u>69,038</u>
Expenditure on:					
Charitable Activities	3	24,810	1,768	26,578	30,479
Total expenditure		<u>24,810</u>	<u>1,768</u>	<u>26,578</u>	<u>30,479</u>
Net gains/(losses) on investments	7	8,805	-	8,805	(6,585)
Net (expenditure)/income and net movement in funds for the year		49,278	(1,766)	47,512	31,974
Reconciliation of funds:					
Total funds brought forward	10/11	288,747	26,563	315,310	283,336
Total funds carried forward	10/11	<u>£338,025</u>	<u>£24,797</u>	<u>£362,822</u>	<u>£315,310</u>

Bookham United Charities has not acquired or discontinued any fundamental activities during the above two financial years.

BOOKHAM UNITED CHARITIES**BALANCE SHEET****AS AT 31 DECEMBER 2021**

	Notes	2021		2020	
		£	£	£	£
FIXED ASSETS					
Housing Properties:					
At Valuation Less Depreciation	6		85,400		88,450
Investments	7		<u>101,159</u>		<u>89,582</u>
			186,559		178,032
CURRENT ASSETS					
Debtors	8	784		925	
Cash at Bank and in Hand		<u>178,619</u>		<u>139,569</u>	
		179,403		140,494	
CREDITORS : Amounts falling due					
Within one year	9	<u>(3,140)</u>		<u>(3,216)</u>	
NET CURRENT ASSETS			176,263		137,278
TOTAL NET ASSETS			<u>£362,822</u>		<u>£315,310</u>
FUNDS					
Restricted	11		24,797		26,563
Unrestricted	10		<u>338,025</u>		<u>288,747</u>
			<u>362,822</u>		<u>£315,310</u>

These financial statements were approved by the Board on 13/07/22 2022 and signed on its behalf by:



 A Jenkins (Trustee)



 P Crook (Trustee)

BOOKHAM UNITED CHARITIES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2021

1. PRINCIPAL ACCOUNTING POLICIES

a. 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)', 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 of accounting, as modified by including Housing Land and Buildings at the Trustees' estimate of their value at 31 December 1986 (Note 6) and Fixed Asset Investments at market value (Note 7).

b. Going Concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. In forming this opinion, they have considered the impact of the COVID-19 pandemic on both its income and expenditure for at least a period of twelve months from the date of approval of these financial statements. In their opinion income is unlikely to be affected significantly and expenditure can easily be tailored to match the level of income received for the foreseeable future. The Charity's reserves are also sufficient to meet any short term fluctuations.

c. Judgments and key sources of estimation uncertainty

No judgement (apart from those involving estimates) have been made in the process of applying these accounting policies that have a significant effect on amounts recognised in the financial statements.

d. Financial reporting standard 102 – reduced disclosure exemption

In preparing these financial statements, the charity has taken advantage of the disclosure exemption, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', from the requirements of Section 7 Statement of Cash Flows.

e. Housing Properties:

The land on which all the buildings stand, and the Almshouses known as 1-4 Frere Cottages were settled on the Trustees on 10 June 1890 and there is no record as to the cost of the land or buildings. The buildings known as 5 and 6 Frere Cottages were subsequently added to 1-4 Frere Cottages but the Trustees have no record as to the cost of building these two cottages. The Almshouses known as 1-4 Hughes House were built in 1969/70 at a cost of £11,146.

Housing Land and Buildings (Freehold) were stated at the Trustees' estimate of their open market value, subject to life tenancies at 31 December 1986, having regard to the current rents and maintenance contributions receivable at that date. Properties are depreciated over an estimated residual economic life of 50 years.

The transitional provisions of FRS 102 permitted organisations that have revalued assets in the past, to use the carrying value of these assets in the latest accounts as the equivalent of their deemed cost, thereby avoiding the requirement for subsequent valuations. The Charity took advantage of these provisions.

f. Other Fixed Assets:

Tangible fixed assets other than housing properties are stated at cost.

Depreciation is calculated so as to write off the cost of fixed assets on a straight-line basis over the expected useful economic lives of the assets concerned. The principal annual rate used for this purpose is:

Fixtures and Fittings - 25% per annum

BOOKHAM UNITED CHARITIES
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2021

1. PRINCIPAL ACCOUNTING POLICIES (CONTINUED)

g. Fixed Asset Investments:

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the Balance Sheet date using the closing quoted market price. The cost of accumulation shares included in fixed asset investments includes income in respect of these shares which is not distributed but is retained in the fund and is reflected in their quoted market price.

Realised and unrealised gains/(losses) on investments are reflected through the Statement of Financial Activities. Realised gains/(losses) on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains/(losses) are calculated as the difference between the fair value at the balance sheet date and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

h. Financial instruments:

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments, consisting of quoted investments, cash at bank, debtors and creditors. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

i. 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.

j. 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 costs 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.

k. Cyclical Repairs and Maintenance:

Bookham United Charities has established a regular programme of cyclical repairs and maintenance. Costs are charged to the Revenue Account in the year in which they are incurred.

l. Extraordinary Repairs:

The costs of extraordinary repairs, unless representing improvements to the properties, are charged to the Revenue Account in the year in which they are incurred.

m. Cyclical Repairs and Maintenance Reserve:

This reserve represents amounts set aside for cyclical maintenance to meet costs in excess of budgeted expenditure for any year.

n. Extraordinary Repairs Reserve:

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

o. Charitable Funds Property Reserve:

This Fund represents that proportion of the cost of properties which was financed by charitable donations and the Trust's own resources.

p. Value Added Tax:

Bookham United Charities is not registered for Value Added Tax. In these Financial Statements, where applicable, expenditure is shown inclusive of VAT.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2021****2. INVESTMENT INCOME**

	Un- restricted Funds	Restricted Funds	2021 Total	2020 Total
	£	£	£	£
Bank Deposit Interest	10	-	10	228
Dividends Income	2,985	-	2,985	3,608
	<u>£2,995</u>	<u>£-</u>	<u>£2,995</u>	<u>£3,836</u>

CHARITABLE ACTIVITIES**3a. Direct Costs**

	Un- Restricted Funds	Restricted Funds	2021 Total	2020 Total
	£	£	£	£
Grants Given (Assistance to Parishioners/Students)	-	1,768	1,768	2,450
Rates and Water	1,395	-	1,395	1,059
Repairs and Maintenance	10,082	-	10,082	15,428
Legal and Professional Fees	-	-	-	780
Electricity and Gas	3,217	-	3,217	2,028
Insurance	1,027	-	1,027	993
Sundry Expenses	314	-	314	454
Security	1,881	-	1,881	1,490
Maintenance Contributions written off	-	-	-	-
Depreciation	3,050	-	3,050	3,050
	<u>20,966</u>	<u>1,768</u>	<u>22,734</u>	<u>27,732</u>
3b. Support Costs				
Subscriptions	225	-	225	179
Postage and Stationery	39	-	39	73
Accountancy Fee	3,580	-	3,580	2,495
	<u>3,844</u>	<u>-</u>	<u>3,844</u>	<u>2,747</u>
CHARITABLE EXPENDITURE	<u>£24,810</u>	<u>£1,768</u>	<u>£26,578</u>	<u>£30,479</u>

4. KEY MANAGEMENT PERSONNEL

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the charity, directly or indirectly, including any trustee of the charity. The key management personnel of the charity are the trustees. The Trustees provide their services free of charge (2020: £Nil). No value is reflected in the accounts for the donated services of the Trustees.

One Trustee has been reimbursed postage and stationery expenses during the year of £49.65 (2020: £71.56).

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2021****5a. NET INCOME FOR THE YEAR IS STATED AFTER CHARGING :**

	2021	2020
	£	£
Depreciation - Tangible Fixed Assets	3,050	3,050
Independent Examiner's Fee – current year	3,090	2,495
Independent Examiner's Fee – prior year under provision	490	-
	<u> </u>	<u> </u>

5b. TAXATION

Bookham United Charities is a registered Charity and is, therefore, exempt from liability to taxation on non-trading income and capital gains providing these are applied to charitable purposes.

**6. FIXED ASSETS
HOUSING PROPERTIES**

	2021 Total Completed Housing Properties	2020 Total Completed Housing Properties
	£	£
At Deemed Cost:		
At 1 January 2021 and 31 December 2021	<u>152,500</u>	<u>152,500</u>
Depreciation		
Balance brought forward at 1 January 2021	64,050	61,000
Charge for the year	<u>3,050</u>	<u>3,050</u>
Depreciation carried forward at 31 December 2021	<u>67,100</u>	<u>64,050</u>
Net Book Value at 31 December 2021	<u>£85,400</u>	<u>£88,450</u>

- (a) Housing Land and Buildings (Freehold) are stated at deemed cost, being the Trustees' estimate of their open market value, subject to life tenancies at 31 December 1986, having regard to the current rents and maintenance contributions receivable at that date:

1-4 Hughes House, Great Bookham	60,000	60,000
1-4 Frere Cottages, Great Bookham	40,000	40,000
5 and 6 Frere Cottages, Great Bookham	<u>52,500</u>	<u>52,500</u>
	<u>£152,500</u>	<u>£152,500</u>

- (b) The open market value with vacant possession of the above-mentioned properties would have been substantially in excess of the above values at 31 December 1986.
- (c) There is no record as to costs of the land or buildings known as 1-4 and 5 and 6 Frere Cottages. The Almshouses known as 1-4 Hughes House were built in 1969/70 at a cost of £11,146.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2021****7. FIXED ASSETS****INVESTMENTS**

	Cost		Market Value	
	2021	2020	2021	2020
	£	£	£	£
National Association of Almshouses Common Investment Fund				
Income Shares	2,658	2,658	5,879	5,393
Accumulation Shares	26,885	26,885	95,280	84,189
	<u>£29,543</u>	<u>£29,543</u>	<u>£101,159</u>	<u>£89,582</u>

MOVEMENT IN SHARES

	2021	2020
	£	£
Income Shares		
At 1 January	5,393	5,829
(Decrease)/Increase in Market Value	486	(436)
At 31 December	<u>5,879</u>	<u>5,393</u>
Accumulation Shares		
At 1 January	84,189	86,956
Income Accumulated	2,772	3,383
Increase/(Decrease) in Market Value	8,319	(6,150)
At 31 December	<u>95,280</u>	<u>84,189</u>
TOTAL	<u>£101,159</u>	<u>£89,582</u>

8. DEBTORS

	2021	2020
	£	£
Amounts falling due within one year:		
Prepayments and Accrued Income	586	925
Maintenance Contributions due	198	-
	<u>£784</u>	<u>£925</u>

9. CREDITORS: Amounts falling due within one year:

	2021	2020
	£	£
Other Creditors and Accruals	<u>£3,140</u>	<u>£3,216</u>

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2021****10. UNRESTRICTED FUNDS**

	Total	Cyclical Repairs & Maintenance Reserve	Extra- Ordinary Repairs Reserve	Charitable Funds Property Reserve
	£	£	£	£
Balance Brought Forward	288,747	17,041	39,290	232,416
Unrealised Gain on Investments	8,805	520	1,198	7,087
Net income for the year	40,473	2,389	5,507	32,577
	49,278	2,909	6,705	39,664
Net Movements in Funds for the year				
Balance Carried Forward	<u>£338,025</u>	<u>£19,950</u>	<u>£45,995</u>	<u>£272,080</u>

The purposes of these funds are detailed in Note 1, accounting policies.

11. RESTRICTED FUNDS

	Total	John Browne Accumulated Fund	Sir George Shiers Accumulated Fund	The FRERE Cottage Charity Accumulated Fund	The Henry Smith Accumulated Fund
	£	£	£	£	£
Balance Brought Forward	26,563	37	707	12,741	13,078
Investment Income	2	-	-	1	1
Grant Received	-	-	-	-	-
Grants Given	(1,768)	-	-	-	(1,768)
Repairs & Maintenance	-	-	-	-	-
	(1,766)	-	-	1	(1,767)
Net Movement in Funds for the year					
Balance Carried Forward	<u>£24,797</u>	<u>£37</u>	<u>£707</u>	<u>£12,742</u>	<u>£11,311</u>

The income funds of the Charity include restricted funds comprising the following unexpended balances of donations and other income held on funds for specific purposes:

- (a) The John Browne Accumulated Fund, Sir George Shiers Accumulated Fund and the Henry Smith Accumulated Fund were set up to assist specific charitable purposes in Great Bookham.
- (b) The FRERE Cottage Charity Accumulated Fund has been set up for the provision of almshouse accommodation for 10 ladies who have resided:
 - (i) in the area of the Ancient Parish of Great Bookham; or
 - (ii) in the Mole Valley District, or
 - (iii) elsewhere with Charity Commission's consent.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2021****12. ANALYSIS OF NET ASSETS
BETWEEN FUNDS**

	Total	Fixed	Invest-	Current	Current
	£	Assets	ments	Assets	Liabilities
		£	£	£	£
John Browne Accumulated Fund	37	-	-	37	-
Sir George Shiers Accumulated Fund	707	-	-	707	-
The FRERE Cottage Charity Accumulated Fund	12,742	-	-	12,742	-
The Henry Smith Accumulated Fund	11,311	-	-	11,311	-
Restricted Funds	24,797	-	-	24,797	-
Unrestricted Funds	338,025	85,400	101,159	154,606	(3,140)
	£362,822	£85,400	£101,159	£179,403	£(3,140)

13. CAPITAL COMMITMENTS

	2021	2020
	£	£
Capital Expenditure that had been contracted for but not been provided for in the Financial Statements at 31 December	£ -	£ -

14. CONTINGENT LIABILITIES

At 31 December 2021 there were no known contingent liabilities (2020: £Nil).

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2021****15. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted	Restricted	2020
	£	£	Total Funds
			£
Income from:			
Grants	-	8,400	8,400
Charitable Activities, Maintenance Contributions Receivable	61,452	-	61,452
Voids	(4,650)	-	(4,650)
	56,802	-	56,802
Investments	3,791	45	3,836
Other income	-	-	-
Total income	<u>60,593</u>	<u>8,445</u>	<u>69,038</u>
Expenditure on:			
Charitable Activities	28,029	2,450	30,479
Total expenditure	<u>28,029</u>	<u>2,450</u>	<u>30,479</u>
Net (losses) on investments	<u>(6,585)</u>	<u>-</u>	<u>(6,585)</u>
Net income and net movement in funds for the year	25,979	5,995	31,974
Reconciliation of funds:			
Total funds brought forward	262,768	20,568	283,336
Total funds carried forward	<u>£288,747</u>	<u>£26,563</u>	<u>£315,310</u>

BOOKHAM UNITED CHARITIES

England & Wales - Charity number 1182480

Accounts

BOOKHAM UNITED CHARITIES

REGISTERED CHARITY NO: 1182480

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 DECEMBER 2020

BOOKHAM UNITED CHARITIES

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BOOKHAM UNITED CHARITIES**LEGAL AND ADMINISTRATIVE DETAILS**

On 15 March 2019 Bookham United Charities (charity no. 204831) formed and registered a new Charitable Incorporated Organisation (CIO) (charity no. 1182480) with the Charity Commission, administered and managed by a body of trustees. The net assets and activities of the original unincorporated charity were transferred to the CIO by Asset Transfer Agreement and Vesting Declaration dated 1 July 2019 as a charity reconstruction. The name of the charity has not changed.

REGISTRATION NUMBER: 1182480

THE PRINCIPAL OFFICERS ARE:

Rev A Jenkins	Chairperson
Mr P H Crook	Treasurer
Mr C Harris	Clerk to the Trustees
Mrs D Owers	Trustee
Cllr Mrs C Curran	Trustee
Mr J F Stedman	Representative of the Stedman Family
Mr K A Picknell	Trustee
Mrs V S Hollingsworth	Trustee

REGISTERED OFFICE: The Rectory
2a Fife Way
Great Bookham
Surrey KT23 3PH

PROFESSIONAL ADVISORS:

Independent Examiner: Richard Billingham FCA
Knox Cropper LLP
Chartered Accountants
65 Leadenhall Street
London EC3A 2AD

Bankers National Westminster Bank Plc
1 Bridge Street
Leatherhead
Surrey KT22 8BI

BOOKHAM UNITED CHARITIES

TRUSTEES' REPORT

The Trustees submit their report and the financial statements for the year ended 31 December 2020. They have been prepared in accordance with 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).

APPOINTMENT OF TRUSTEES

The charity is governed by its Constitution which provides for the Rector of the Parish of Great Bookham to be an ex-officio trustee and the nomination of a member of the Stedman family. Other Trustees are appointed by the Board of Trustees and shall be persons residing or carrying on business in or having a significant connection to Great Bookham and shall be appointed for a period of five years. There must be no less than three and no more than eight trustees at any time.

Each new trustee shall be made available on or before his or her first appointment, a copy of the Constitution and any amendments made to it and a copy of the latest Annual report and accounts.

Trustees will be selected with due regard to the skills, knowledge and experience needed for the effective administration of the charity.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland".

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 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;
- state whether applicable accounting standards and statements of recommended practice 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 to operate.

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.

RISK MANAGEMENT

The Trustees have identified the risks to which the Charity might be exposed, including risks to the Charity's reputation and financial position. The latest Financial Control policies were approved by the Board of Trustees on 14 March 2018. These controls include all aspects of Risk Management and systems have been established to address these risks.

BOOKHAM UNITED CHARITIES**TRUSTEES' REPORT (CONTINUED)****PUBLIC BENEFIT**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities and setting grant making policy for 2021.

OBJECTIVES AND ACTIVITIES

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

- to relieve persons with a significant connection either to Great or Little Bookham or failing that to immediately neighbouring settlements in the district of Mole Valley or failing that to the Borough of Guildford who are in housing need, by providing almshouse accommodation; and
- to relieve the financial hardship of persons who are resident within the boundary of the Parish of St Nicolas Great Bookham by providing to such persons grants of money or by providing or paying for items, services or facilities.

The Charity owns and maintains the almshouses of Frere Cottages and Hughes House providing 10 self contained units of affordable housing. In addition, the Trustees agree one off grants made from applications from within the Ancient Parish of Great Bookham. The Charity is normally in receipt of an annual grant from Henry Smith Charity and dispenses grants in accordance with criteria laid down by that trust deed.

FINANCIAL REVIEW – RESERVES POLICY

The Charity needs reserves to meet the routine as well as cyclical and extraordinary repairs of the properties. Trustees are of the opinion that existing levels of unrestricted reserves of £288,747 are reasonable under the circumstances. The Trustees formally review the Reserves Policy at three yearly intervals (or more frequently should the need arise) and amend the policy if necessary. A new policy was agreed by the Trustees in March 2018. The Charity has invested surplus resources in either income or accumulation shares of the National Association of Almshouses Common Investment Fund. Restricted Funds at the year end amounted to £26,563.

REVIEW OF OPERATIONS

The net inflow of funds for the year was £31,974 compared with a net inflow of £14,262 in the previous year. Investment income receivable has decreased marginally from £4,012 in 2019 to £3,836 in the current year. A grant of £8,400 was received during the year from The Henry Smith Charity. Charitable expenditure has decreased from £54,884 in 2019 to £30,479 in the current year as a result of decreased repairs and maintenance work and includes individual grants to beneficiaries of £2,450 paid out of the Henry Smith Charity restricted fund.

In assessing the level of reserves required the trustees have considered the impact of the COVID-19 pandemic since the end of the financial year. The trustees consider that the impact on the charity is unlikely to be significant and that it holds sufficient reserves and can adapt its expenditure as necessary to cope with any variations in its income caused by the pandemic for the foreseeable future.

RESULTS

The results of the Bookham United Charities for the year are set out on page 6 to the financial statements.

BOOKHAM UNITED CHARITIES
TRUSTEES' REPORT (CONTINUED)

PLANS FOR THE FUTURE

The Charity will continue to own and maintain the almshouses at Frere Cottages and Hughes House and will continue to make grants in accordance with the criteria laid down by the Henry Smith Charity. The Trustees have taken action to increase the level of MMCs which came into effect in respect of all the flats with effect from 1 April 2019 and a small increase was also approved by the Trustees with effect from 1 May 2020. This is now ensuring that we are able to fund the continuing programme of expenditure on recommended works on the almshouse buildings as well as the increasing day to day costs of maintaining the ageing buildings and the regulatory requirements.

Approved by the Trustees on 21 July 2021 and signed on their behalf by:

A handwritten signature in black ink, appearing to read 'A Jenkins', written in a cursive style.

Reverend A Jenkins
Chairman

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
BOOKHAM UNITED CHARITIES

I report to the Trustees on my examination of the financial statements of the Charity for the year ended 31 December 2020, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. This report is made to the Trustees, as a body, in accordance with the terms of my engagement. My work has been undertaken so that I might carry out an Independent Examination of the financial statements in accordance with the General Directions given by the Charity Commissioners. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body for my work or for this report.

RESPONSIBILITIES AND BASIS OF REPORT

The Charity's Trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). The Charity's Trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011) and that an Independent Examination is required.

I report in respect of my examination of the Foundation's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the 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 Foundation as required by section 130 of the Act; or
- (2) the accounts do not accord with those records; or
- (2) 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.



Richard Billinghamurst FCA
Knox Cropper LLP
Chartered Accountants

65 Leadenhall Street
London EC3A 2AD

Date 31/07/2021

BOOKHAM UNITED CHARITIES
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2020

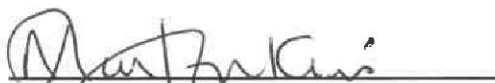
	Notes	Unrestricted £	Restricted £	2020 Total Funds £	2019 Total Funds (Note 15) £
Income from:					
Grants		-	8,400	8,400	-
Charitable Activities, Maintenance Contributions Receivable		61,452	-	61,452	60,419
Voids		(4,650)	-	(4,650)	(7,953)
Investments	2	56,802	-	56,802	52,466
Other income		3,791	45	3,836	4,012
		-	-	-	1,844
Total income		<u>60,593</u>	<u>8,445</u>	<u>69,038</u>	<u>58,322</u>
Expenditure on:					
Charitable Activities	3	28,029	2,450	30,479	54,884
Total expenditure		<u>28,029</u>	<u>2,450</u>	<u>30,479</u>	<u>54,884</u>
Net gains/(losses) on investments	7	(6,585)	-	(6,585)	10,824
Net (expenditure)/income and net movement in funds for the year		25,979	5,995	31,974	14,262
Reconciliation of funds:					
Total funds brought forward	10/11	262,768	20,568	283,336	269,074
Total funds carried forward	10/11	<u>£288,747</u>	<u>£26,563</u>	<u>£315,310</u>	<u>£283,336</u>

Bookham United Charities has not acquired or discontinued any fundamental activities during the above two financial years.

BOOKHAM UNITED CHARITIES**BALANCE SHEET****AS AT 31 DECEMBER 2020**

	Notes	£	2020	£	£	2019	£
FIXED ASSETS							
Housing Properties:							
At Valuation Less Depreciation	6			88,450			91,500
Investments	7			89,582			92,785
				<u>178,032</u>			<u>184,285</u>
CURRENT ASSETS							
Debtors	8		925			1,171	
Cash at Bank and in Hand			<u>139,569</u>			<u>99,265</u>	
			140,494			100,436	
CREDITORS : Amounts falling due Within one year	9		<u>(3,216)</u>			<u>(1,385)</u>	
NET CURRENT ASSETS				137,278			99,051
TOTAL NET ASSETS				<u>£315,310</u>			<u>£283,336</u>
FUNDS							
Restricted	11			26,563			20,568
Unrestricted	10			<u>288,747</u>			<u>262,768</u>
				<u>£315,310</u>			<u>£283,336</u>

These financial statements were approved by the Board on 21 July 2021 and signed on its behalf by:


A Jenkins (Trustee)


P Crook (Trustee)

BOOKHAM UNITED CHARITIES

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. PRINCIPAL ACCOUNTING POLICIES

a. 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)', 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 of accounting, as modified by including Housing Land and Buildings at the Trustees' estimate of their value at 31 December 1986 (Note 6) and Fixed Asset Investments at market value (Note 7).

b. Going Concern

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. In forming this opinion, they have considered the impact of the COVID-19 pandemic on both its income and expenditure for at least a period of twelve months from the date of approval of these financial statements. In their opinion income is unlikely to be affected significantly and expenditure can easily be tailored to match the level of income received for the foreseeable future. The Charity's reserves are also sufficient to meet any short term fluctuations.

c. Judgments and key sources of estimation uncertainty

No judgement (apart from those involving estimates) have been made in the process of applying these accounting policies that have a significant effect on amounts recognised in the financial statements.

d. Financial reporting standard 102 – reduced disclosure exemption

In preparing these financial statements, the charity has taken advantage of the disclosure exemption, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland', from the requirements of Section 7 Statement of Cash Flows.

e. Housing Properties:

The land on which all the buildings stand, and the Almshouses known as 1-4 Frere Cottages were settled on the Trustees on 10 June 1890 and there is no record as to the cost of the land or buildings. The buildings known as 5 and 6 Frere Cottages were subsequently added to 1-4 Frere Cottages but the Trustees have no record as to the cost of building these two cottages. The Almshouses known as 1-4 Hughes House were built in 1969/70 at a cost of £11,146.

Housing Land and Buildings (Freehold) were stated at the Trustees' estimate of their open market value, subject to life tenancies at 31 December 1986, having regard to the current rents and maintenance contributions receivable at that date. Properties are depreciated over an estimated residual economic life of 50 years.

The transitional provisions of FRS 102 permitted organisations that have revalued assets in the past, to use the carrying value of these assets in the latest accounts as the equivalent of their deemed cost, thereby avoiding the requirement for subsequent valuations. The Charity took advantage of these provisions.

f. Other Fixed Assets:

Tangible fixed assets other than housing properties are stated at cost.

Depreciation is calculated so as to write off the cost of fixed assets on a straight-line basis over the expected useful economic lives of the assets concerned. The principal annual rate used for this purpose is:

Fixtures and Fittings - 25% per annum

BOOKHAM UNITED CHARITIES
NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2020

1. PRINCIPAL ACCOUNTING POLICIES (CONTINUED)

g. Fixed Asset Investments:

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the Balance Sheet date using the closing quoted market price. The cost of accumulation shares included in fixed asset investments includes income in respect of these shares which is not distributed but is retained in the fund and is reflected in their quoted market price.

Realised and unrealised gains/(losses) on investments are reflected through the Statement of Financial Activities. Realised gains/(losses) on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains/(losses) are calculated as the difference between the fair value at the balance sheet date and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

h. Financial instruments:

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments, consisting of quoted investments, cash at bank, debtors and creditors. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

i. 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.

j. 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 costs 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.

k. Cyclical Repairs and Maintenance:

Bookham United Charities has established a regular programme of cyclical repairs and maintenance. Costs are charged to the Revenue Account in the year in which they are incurred.

l. Extraordinary Repairs:

The costs of extraordinary repairs, unless representing improvements to the properties, are charged to the Revenue Account in the year in which they are incurred.

m. Cyclical Repairs and Maintenance Reserve:

This reserve represents amounts set aside for cyclical maintenance to meet costs in excess of budgeted expenditure for any year.

n. Extraordinary Repairs Reserve:

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

o. Charitable Funds Property Reserve:

This Fund represents that proportion of the cost of properties which was financed by charitable donations and the Trust's own resources.

p. Value Added Tax:

Bookham United Charities is not registered for Value Added Tax. In these Financial Statements, where applicable, expenditure is shown inclusive of VAT.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2020****2. INVESTMENT INCOME**

	Un- restricted Funds	Restricted Funds	2020 Total	2019 Total
	£	£	£	£
Bank Deposit Interest	183	45	228	502
Dividends Income	3,608	-	3,608	3,510
	<u>£3,791</u>	<u>£45</u>	<u>£3,836</u>	<u>£4,012</u>

CHARITABLE ACTIVITIES**3a. Direct Costs**

	Un- Restricted Funds	Restricted Funds	2020 Total	2019 Total
	£	£	£	£
Grants Given (Assistance to Parishioners/Students)	-	2,450	2,450	2,416
Rates and Water	1,059	-	1,059	2,011
Repairs and Maintenance	15,428	-	15,428	37,587
Legal and Professional Fees	780	-	780	2,878
Electricity and Gas	2,028	-	2,028	2,767
Insurance	993	-	993	1,087
Sundry Expenses	454	-	454	(29)
Security	1,490	-	1,490	1,202
Maintenance Contributions written off	-	-	-	757
Depreciation	3,050	-	3,050	3,050
	<u>25,282</u>	<u>2,450</u>	<u>27,732</u>	<u>53,226</u>

3b. Support Costs

Subscriptions	179	-	179	233
Postage and Stationery	73	-	73	126
Accountancy Fee	2,495	-	2,495	1,299
	<u>2,747</u>	<u>-</u>	<u>2,747</u>	<u>1,658</u>

CHARITABLE EXPENDITURE	<u>£28,029</u>	<u>£2,450</u>	<u>£30,479</u>	<u>£54,884</u>
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4. KEY MANAGEMENT PERSONNEL

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the charity, directly or indirectly, including any trustee of the charity. The key management personnel of the charity are the trustees. The Trustees provide their services free of charge (2019: £Nil). No value is reflected in the accounts for the donated services of the Trustees.

One Trustee has been reimbursed postage and stationery expenses during the year of £71.56 (2019: £109.41).

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2020****5a. NET INCOME FOR THE YEAR IS STATED AFTER CHARGING :**

	2020	2019
	£	£
Depreciation - Tangible Fixed Assets	3,050	3,050
Independent Examiner's Fee	2,495	1,275

5b. TAXATION

Bookham United Charities is a registered Charity and is, therefore, exempt from liability to taxation on non-trading income and capital gains providing these are applied to charitable purposes.

**6. FIXED ASSETS
HOUSING PROPERTIES**

	2020 Total Completed Housing Properties £	2019 Total Completed Housing Properties £
At Deemed Cost:		
At 1 January 2020 and 31 December 2020	152,500	152,500
Depreciation		
Balance brought forward at 1 January 2020	61,000	57,950
Charge for the year	3,050	3,050
Depreciation carried forward at 31 December 2020	64,050	61,000
Net Book Value at 31 December 2020	£88,450	£91,500

- (a) Housing Land and Buildings (Freehold) are stated at deemed cost, being the Trustees' estimate of their open market value, subject to life tenancies at 31 December 1986, having regard to the current rents and maintenance contributions receivable at that date:
- | | | |
|---------------------------------------|-----------------|-----------------|
| 1-4 Hughes House, Great Bookham | 60,000 | 60,000 |
| 1-4 Frere Cottages, Great Bookham | 40,000 | 40,000 |
| 5 and 6 Frere Cottages, Great Bookham | 52,500 | 52,500 |
| | £152,500 | £152,500 |
- (b) The open market value with vacant possession of the above-mentioned properties would have been substantially in excess of the above values at 31 December 1986.
- (c) There is no record as to costs of the land or buildings known as 1-4 and 5 and 6 Frere Cottages. The Almshouses known as 1-4 Hughes House were built in 1969/70 at a cost of £11,146.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2020****7. FIXED ASSETS****INVESTMENTS**

	Cost		Market Value	
	2020 £	2019 £	2020 £	2019 £
National Association of Almshouses Common Investment Fund				
Income Shares	2,658	2,658	5,393	5,829
Accumulation Shares	26,885	26,885	84,189	86,956
	<u>£29,543</u>	<u>£29,543</u>	<u>£89,582</u>	<u>£92,785</u>

MOVEMENT IN SHARES

	2020 £	2019 £
Income Shares		
At 1 January	5,829	5,134
(Decrease)/Increase in Market Value	(436)	695
At 31 December	<u>5,393</u>	<u>5,829</u>
Accumulation Shares		
At 1 January	86,956	73,543
Income Accumulated	3,383	3,284
(Decrease)/Increase in Market Value	(6,150)	10,129
At 31 December	<u>84,189</u>	<u>86,956</u>
TOTAL	<u>£89,582</u>	<u>£92,785</u>

8. DEBTORS

	2020 £	2019 £
Amounts falling due within one year:		
Prepayments and Accrued Income	925	544
Maintenance Contributions due	-	627
	<u>£925</u>	<u>£1,171</u>

9. CREDITORS: Amounts falling due within one year:

	2020 £	2019 £
Other Creditors and Accruals	<u>£3,216</u>	<u>£1,385</u>

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2020****10. UNRESTRICTED FUNDS**

	Total	Cyclical	Extra-	Charitable
	£	Repairs &	Ordinary	Funds
		Maintenance	Repairs	Property
		Reserve	Reserve	Reserve
	£	£	£	£
Balance Brought Forward	262,768	15,508	35,755	211,505
Unrealised loss on Investments	(6,585)	(389)	(896)	(5,300)
Net income for the year	32,564	1,922	4,431	26,211
Net Movements in Funds for the year	25,979	1,533	3,535	20,911
Balance Carried Forward	<u>£288,747</u>	<u>£17,041</u>	<u>£39,290</u>	<u>£232,416</u>

The purposes of these funds are detailed in Note 1, accounting policies.

11. RESTRICTED FUNDS

	Total	John	Sir George	The FRERE	The Henry
	£	Browne	Shiers	Cottage	Smith
		Accumulated	Accumulated	Charity	Accumulated
		Fund	Fund	Accumulated	Fund
	£	£	£	Fund	£
Balance Brought Forward	20,568	37	706	12,713	7,112
Investment Income	45	-	1	28	16
Grant Received	8,400	-	-	-	8,400
Grants Given	(2,450)	-	-	-	(2,450)
Repairs & Maintenance	-	-	-	-	-
Net Movement in Funds for the year	5,995	-	1	28	5,966
Balance Carried Forward	<u>£26,563</u>	<u>£37</u>	<u>£707</u>	<u>£12,741</u>	<u>£13,078</u>

The income funds of the Charity include restricted funds comprising the following unexpended balances of donations and other income held on funds for specific purposes:

- (a) The John Browne Accumulated Fund, Sir George Shiers Accumulated Fund and the Henry Smith Accumulated Fund were set up to assist specific charitable purposes in Great Bookham.
- (b) The FRERE Cottage Charity Accumulated Fund has been set up for the provision of almshouse accommodation for 10 ladies who have resided:
 - (i) in the area of the Ancient Parish of Great Bookham; or
 - (ii) in the Mole Valley District, or
 - (iii) elsewhere with Charity Commission's consent.

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2020****12. ANALYSIS OF NET ASSETS
BETWEEN FUNDS**

	Total	Fixed	Invest-	Current	Current
	£	Assets	ments	Assets	Liabilities
		£	£	£	£
John Browne Accumulated Fund	37	-	-	37	-
Sir George Shiers Accumulated Fund	707	-	-	707	-
The FRERE Cottage Charity Accumulated Fund	12,741	-	-	12,741	-
The Henry Smith Accumulated Fund	13,078	-	-	13,078	-
Restricted Funds	26,563	-	-	26,563	-
Unrestricted Funds	288,747	88,450	89,582	113,931	(3,216)
	<u>£315,310</u>	<u>£88,450</u>	<u>£89,582</u>	<u>£140,494</u>	<u>£(3,216)</u>

13. CAPITAL COMMITMENTS

	2020	2019
	£	£
Capital Expenditure that had been contracted for but not been provided for in the Financial Statements at 31 December	<u>£ -</u>	<u>£ -</u>

14. CONTINGENT LIABILITIES

At 31 December 2020 there were no known contingent liabilities (2019: £Nil).

BOOKHAM UNITED CHARITIES**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)****FOR THE YEAR ENDED 31 DECEMBER 2020****15. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted	Restricted	2019
	£	£	Total Funds £
Income from:			
Grants	-	-	-
Charitable Activities, Maintenance Contributions Receivable	60,419	-	60,419
Voids	(7,953)	-	(7,953)
	52,466	-	52,466
Investments	3,905	107	4,012
Other income	1,844	-	1,844
Total income	<u>58,215</u>	<u>107</u>	<u>58,322</u>
Expenditure on:			
Charitable Activities	52,468	2,416	54,884
Total expenditure	<u>52,468</u>	<u>2,416</u>	<u>54,884</u>
Net gains on investments	<u>10,824</u>	<u>-</u>	<u>10,824</u>
Net income and net movement in funds for the year	16,571	(2,309)	14,262
Reconciliation of funds:			
Total funds brought forward	246,197	22,877	269,074
Total funds carried forward	<u>£262,768</u>	<u>£20,568</u>	<u>£283,336</u>

