

**Peter Birtwistle Trust
Financial Statements
Year Ended 31 March 2023**

Regulator of Social Housing registration number: 5086

Charity Commission registration number: 1183388

Peter Birtwistle Trust

Financial Statements

Year Ended 31 March 2023

Contents

	Page
Registered Provider Information	3
Trustees' Report	4 - 11
Independent Auditor's Report	12 - 14
Statement of Comprehensive Income	15
Balance Sheet	16
Statement of Changes in Reserves	17
Statement of Cash Flows	18
Notes to the Financial Statements	19 -27

Peter Birtwistle Trust

Registered Provider Information

Year Ended 31 March 2023

Charity Commission registration number	1183388
Regulator of Social Housing registration number	5086
Trustees of the board as at 31/03/23:	Mr A P Davies (retires 30/11/25) Mr D Clegg (retires 30/11/25) Mr E R Dennison (retires 30/11/23) Dr T A Pickles (retires 30/11/24) Mrs M E C Thomas (retires 30/11/24) Mr H P Thomas (retires 30/09/24) Mr M J Leedam (retires 30/11/25) Mr D Macro (retires 21/11/25) Mr D Fort (retires 17/11/23) Ms A Aldis (retires 04/04/26) Mr G Cole (resigned 13/09/22) Mrs P Barnett (resigned 31/01/23) Ms G L Gillett (appointed 17/04/23) (retires 16/04/27)
Executive Officer	Mrs A C Evans
Registered Office	14 Keighley Road Colne Lancashire BB8 0LJ
Auditors	KM Chartered Accountants 1 st Floor, Block C The Wharf, Manchester Road Burnley Lancashire BB11 1JG

Peter Birtwistle Trust

Trustees' Report

Year Ended 31 March 2023

The trustees of the Peter Birtwistle Trust present their report, and the audited financial statements of the Registered Provider for the year ended 31 March 2023.

The trust owns and leases 95 almshouse dwellings, a flat, offices and community centre, together with allotments in Colne, Lancashire.

The trustees of the board who have served during the year are listed on page 3. There were two changes in the accounting period and one change as of the date of signing these accounts.

The trustees met on five occasions in the year.

Charity objects

Following conversion to a Foundation Charitable Incorporated Organisation (CIO) the charity (No 1183388) is governed by a Charity Commission Foundation, its constitution dated 13 May 2019 and as amended on 23 September 2020. The Peter Birtwistle Trust is a Registered Social Housing Provider (No 5086).

The objects of the Charity CIO are:

The prevention or relief of poverty by the provision of social housing in the form of almshouse accommodation for poor persons who are aged 60 years or over and who (except in special cases to be approved by the Charity Commission) were either born in the area of benefit, or have resided in the said area for not less than ten years.

The area of benefit is the Town of Colne as constituted on 27 May 1918.

The trustees have continued to pursue these objects during the year.

Public benefit

The trustees have had due regard to the Charity Commission guidance on public benefit reporting in deciding what activities the charity should undertake.

The trust fulfils its public benefit obligations in selecting residents who meet the following criteria:

Financial need
Health needs
State of existing accommodation
External environment in which the person lives

Rents are maintained at an affordable level.

Housing Properties

Professional market valuations of the housing and other properties were undertaken during 2020 and 2021 which valued the 95 almshouses, community centre, office, flat and allotments at £7,965,000. However, as there is no intention to dispose of any of the properties, the net book value shown in the financial statements has been retained.

Properties are refurbished as necessary when they become vacant. Emergency, urgent and routine repairs are completed as required. The trust has a general contractor who oversees a small team of trusted local tradesmen who undertake gas, electric and joinery work. Designated reserves are held where major repairs have been identified.

The trust is actively considering alternative energy sources to gas as the primary method of heating its older properties.

Peter Birtwistle Trust

Trustees' Report

Year Ended 31 March 2023

Reserves

Unrestricted revenue reserves amounting to £414,214 are held in the income and expenditure account as a working balance. The trustees consider £100,000 to be a minimum.

Designated reserves are held as follows:

Fixed assets reserve, equivalent to the net investment in fixed assets by the trust.

Major repairs reserve of £125,560 of which £95,560 has been designated to carry out repairs to boundary walls at Peter Birtwistle Close, £15,000 to carry out major repairs to 3 bungalows and £15,000 to fund new monitoring equipment for the digital switchover.

Housing development reserve of £50,000 to carry out enquiries and investigations and begin work on new housing opportunities when they arise.

Site enhancement reserve of £30,000 to fund improvements to existing sites.

Risk Management

Risk assessment is carried out on an ongoing basis on all aspects of the charity's activities and from this, systems and procedures are established to mitigate any risks that are identified. The properties are insured at replacement cost.

Investment Policy

The funds of the trust are invested in listed managed investment funds and cash reserves are held in building society and bank deposit accounts. The investment fund holdings provided income of £7,759 (2021/22 - £7,229) during the year and their market value between the balance sheet dates decreased by £7,835 to £147,916. Interest received for the year was £2,724 (2021/22 - £354).

Value for Money

The Regulator of Social Housing has issued a Value for Money Standard ('VFM') and a supporting Code of Practice that applies to all private registered providers of social housing ('RPs'). RPs must include evidence in these financial statements to enable stakeholders to understand:

Performance against its own VFM targets and any metrics set out by the regulator and how that performance compares to its peers

Measurable plans to address any areas of underperformance.

This is the fifth year of our reporting these metrics which are set out below with explanations. Targets have been set for 2023/24 in line with planned turnover and operating costs. Performance comparisons for 2022/23 are shown against the targets set last year by the trust and the most relevant comparable registered providers as published in the Regulator of Social Housing 2022 Global Accounts VFM Metrics.

* For Headline Social Housing Cost the comparison has been made with Almshouse Association Recommended Expenditure Per Dwelling 2023.

Peter Birtwistle Trust

Trustees' Report

Year Ended 31 March 2023

VFM Metric	2023/24 TARGET	2022/23 ACTUAL	2022/23 TARGET	2022 RSH<2500 UNITS	2021/22	2020/21	2019/20	2018/19
Reinvestment %	5	5	6	4.7	8	37	8	10
New Supply Delivered %	-	-	-	0.9	13	-	-	13
Gearing %	4	4	2	32.3	7	11	-10	-5
Interest Cover - EBIDA MRI %	900	935	1309	194	1257	1657	1877	1122
Headline Social Housing Cost per unit £	3000	2791	3078	*2213	1964	1946	2377	2682
Operating Margin %	16	16	34	19.5	34	38	27	10
Return on Capital Employed %	1	1	3	2.4	3	3	3	1

Reinvestment % - this relates to new development and work to existing properties as a percentage of the value of total properties held.

New Supply delivered % - No new supply was delivered in 2022/23 and none is planned for 2023/24.

Gearing % is a ratio of net debt against housing net book value. The change from negative to a positive figure reflects the additional borrowing to finance Peter Birtwistle House.

Interest cover (earnings before interest, depreciation and amortisation) reflects the very low borrowing costs historically of the trust and that new developments are financed mainly by a combination of own resources and social housing grants rather than additional borrowing.

Headline Social Housing cost per unit and operating margin percentage fluctuate due to the amounts spent on major repairs which is cyclical. Planned expenditure on major repairs and refurbishment increased operating costs in 2022/23 and will do so again in 2023/24.

Return on capital employed measures the efficiency of capital resources (operating surplus as a percentage of Total assets less current liabilities) and again is affected by major repairs.

Review of the Year 2022/2023

Financial Performance

The Peter Birtwistle Trust reported a surplus on ordinary activities for the year ending 31st March 2023 of £74,000 (£130,000).

Turnover increased by £41,347 to £413,971 reflecting the first full year of rental income from Peter Birtwistle House.

Operating costs increased by £100,000 year on year, primarily due to modernisation work at the Standroyd site, but also as a result of an increase in staffing costs and the general uplift in prices of services, labour and materials. This planned expenditure was factored into VFM target metrics for the year.

The largest individual project during the year was the rewiring of 9 bungalows at Birtwistle Standroyd. Built in the 1970s, several of the bungalows were in need of updating. So together with the rewiring, the opportunity

Peter Birtwistle Trust

Trustees' Report

Year Ended 31 March 2023

was taken to fully refurbish 5 of the properties. Work undertaken included replacement bathrooms, kitchens, flooring, windows and gas central heating boilers.

Management and administration staffing costs grew in line with expectations as office staff increased their working hours to cope with an ever-increasing workload. Gardens and grounds staffing costs also increased, due to the first full year of the costs of employing a part-time caretaker/cleaner for Peter Birtwistle House and the community centre.

The increase in running costs associated with the office and community centre was due to higher energy bills. However, the trust was cushioned from the autumn 2022 surge as tariffs for both gas and electricity were already fixed until August 2024 and August 2025 respectively. Replacement emergency lighting and fire safety equipment during the year also increased costs.

The cost of services to the almshouse properties increased year on year due to a sharp rise in insurance premiums. Expenditure on new alarms, alarm maintenance, monitoring and call outs held steady. Service charge expenditure at Peter Birtwistle House and Birtwistle East Lemes is now included under the services heading.

As noted in last year's report, the work at Birtwistle Standroyd had a knock on effect on void costs (which include periods for refurbishment and statutory safety checks between residents), which were up by 52% at £7,445. This figure represents 1.9% of rent receivable which, given the circumstances, compares well with figures of 1.3% and 1.5% for 2021/22 and 2020/21 respectively.

Borrowing costs remained constant with the Triodos mortgage and the Pendle Borough Council loan fixed at rates well below the current base rate.

Governance

During the year, Mrs Pamela Barnett and Mr Geoffrey Cole both resigned their position as trustees. With a combined tenure of 34 years, their advice, knowledge and commitment will be missed by the remaining trustees and staff.

There are four governance committees that report to the trustee body, each chaired by a trustee who has a particular interest and knowledge in the area covered and who is the primary contact for staff. All trustees sit on at least one governance committee.

Terms of Reference are reviewed annually to ensure that all major areas of operation are covered:

Business Development Committee – investigate and evaluate new business opportunities. To oversee major repair and refurbishment projects including the trust's decarbonisation strategy.

Finance Committee - oversee and monitor financial performance together with auditing the financial procedures and policies of the trust including statutory reporting requirements.

Appointments and Staffing Committee - oversee the application and appointments process ensuring a fair system of property allocation. To regularly review membership of the board of trustees and the recruitment, training and wellbeing of trust staff.

Health and Safety Committee - review and monitor all areas of health and safety, insurance, cyber security, GDPR, DBS and safeguarding.

Closure of Charity 224640 and Deregistration of Registered Provider A4021

Confirmation from the Charity Commission was received on 15th December 2022 that Peter Birtwistle Trust 224640 has been removed from the Central Register of Charities.

Notice to deregister Registered Provider A4021 was received from the Regulator of Social Housing on 24th November 2022. Confirmation was received that RP A4021 had been removed from the Register was received on 15th December – date effective 12th December 2022.

Peter Birtwistle House

In August 2022, the final retention monies of £20,663 were paid out of the housing development reserve following the end of defects period at Peter Birtwistle House. The property, which comprises 12 self-contained one and two-bedroom flats, has been fully occupied since it opened in September 2021 and its position in the town centre is proving to be a popular alternative to the trust's traditional bungalow properties which are located a five-minute walk out of town. The scheme was recognised by the Almshouse Association as an outstanding project and was awarded an Inspirational Homes Award for 2022. The awards committee were particularly impressed with the trust's innovative funding stream and the ongoing policy of growth through new build developments.

Supporting Residents

The trustees recognise that the widespread closure of local banks and council offices has marginalised some sectors of society. This together with difficulties when using the telephone and online access has impacted disproportionately on the residents of the Peter Birtwistle Trust, half of whom are over 80 years old. In recognition of this trend, trust staff are on hand to provide practical support and advice.

A significant minority of residents are eligible for help with their weekly maintenance contribution from Pendle Borough Council. Office staff regularly help with new applications for residents and queries from the local housing benefit team.

Priority was given during the winter to ensuring residents were up to date with cost-of-living payments from central and local government and several residents were helped to successfully apply for non-means tested benefits.

In preparation for possible planned power cuts, all trust properties were registered under the Extra Care Scheme with Electricity Northwest and leaflets were delivered outlining what residents should do in case of a power cut.

Residents were also provided with advice on how to avoid condensation and mould in their homes during the winter months when the cost of heating was a major concern to many.

The regular newsletter continued to be the primary source of information for residents, providing advice and news affecting the working of the trust and matters pertaining to the wider local community

Although many of the residents do not operate online, the number of computer literate residents will increase over the coming years and the trustees recognise that an all-encompassing online presence is a necessity. By the end of the year, some preliminary work had been undertaken to establish a suitable website using website designer Owlstar, and it is anticipated that the site will be up and running by the end of March 2024.

A fortnightly social and bingo afternoon is run for residents and other local people. In addition, as part of the trust's response to the increase in energy costs, Warm Space Wednesday proved a popular drop in at the community centre for residents to come and join their neighbours and friends. The trust provided refreshments and residents also had the opportunity to speak to staff for advice regarding housing, cost of living and energy price concerns.

Peter Birtwistle Trust

Trustees' Report

Year Ended 31 March 2023

Resident satisfaction questionnaires are generated when repairs are undertaken by the trust's regular contractors. During the 6 months to March 2023, a total of 62 questionnaires were produced and delivered, of which 20 (32.3%) were returned. The quality of work was rated as very good or good in 100% of cases and the target timeframe for completion of repairs was achieved in 99% of cases.

New Residents

During the year, the Peter Birtwistle Trust welcomed a total of 11 new residents as beneficiaries of the trust. It is the policy of the trust to consider requests for transfers where existing residents' mobility or personal circumstances have changed. This enables residents to continue to live independently in the supportive environment provided by the trust. There were 4 internal transfers in 2022/23.

Community Centre

Local groups continued to use the community centre and hire charges were maintained at their 2021/22 level. The trust aims to cover running costs but room hire rates are kept to a minimum to make the facilities accessible to the local community. Income increased during the year by 38% to £2,472 and is now back to near pre-pandemic level.

Supporting Staff

All staff were offered and accepted wellbeing appraisals during the year. All members of staff work in part-time roles, which allows a large degree of flexibility for family and other out of work commitments.

The trustees recognise the importance of regular training and refresher sessions. Delivery is via a variety of methods: On-site face to face training provided by specialist organisations including the trust's health and safety consultants RADCaT Limited. Remote learning via live webinars. Toolbox talks by members of staff with specific responsibilities for health and safety.

Training undertaken by staff and trustees 2022/23

Dementia Awareness – Carers Link, Accrington
Social Media Awareness – Almshouse Association - Remote
Risk Assessments - Almshouse Association – Remote
Fire Marshall Training – Lancashire Fire Protection, Preston
Safeguarding Adults – Almshouse Association – Remote
Mental Health Awareness – RADCaT Limited, Wigan
Legionnaires Disease Awareness – RADCaT Limited, Wigan
Asbestos Refresher – RADCaT Limited, Wigan
Manual Handling Refresher – RADCaT Limited, Wigan
Food Hygiene and Safety – Training Express – Remote
Level 3 Award in Emergency First Aid at Work – Transport Training Academy, Burnley
Tenant Involvement – TFL - Remote

Supporting the Almshouse Sector

As a relatively large almshouse charity and a Registered Provider of Social Housing, the Peter Birtwistle Trust is keen to support other almshouses and share good practice.

The trustees were pleased to host a Northwest Regional Almshouse Networking Event in October 2022. With the support of the Almshouse Association, the trustees welcomed 22 delegates from 16 Almshouse Charities located in Lancashire, West Yorkshire, North Yorkshire and Cumbria. Subjects covered by guest speakers included converting from an unincorporated charity to a CIO, Homes England funding for the provision of social housing, and new measures introduced in the Charities Act 2022.

A second regional meeting is planned for October 2023 following a request from the Almshouse Association.

Peter Birtwistle Trust

Trustees' Report

Year Ended 31 March 2023

The Year to Date 2023/2024

The trust was pleased to welcome Gaye Gillett to the board of trustees in April 2023. Gaye works primarily in market research has taken a prominent role in the design and delivery of the Resident Perception Survey 2023-24 which was delivered to all properties in July.

Guided by the board of trustees, staff are gathering raw data for the calculation of all the 22 Tenant Satisfaction Measures required by the Regulator of Social Housing for the year to 31st March 2024.

Major Repairs

A structural report on two of the boundary walls at Peter Birtwistle Close was completed in February 2023 by Paul Waite Associates which highlighted major repairs are necessary. Funding for the work is held in the major repairs reserve and the trustees engaged a project manager to oversee the planning, tender and repair stages of the job. As was the case in 2022/23 with the work at Birtwistle Standroyd, the repair project will be a major expenditure which will impact on the surplus for the year.

Health and Safety

Following the commissioning of risk assessments and a monitoring programme for water safety at Peter Birtwistle House, a series of risk assessments for the trust's other sites has been completed and staff are undertaking inspections of all properties as they become empty to identify and replace non WRAS pipework and blind end plumbing. All empty properties are flushed once a week in line with HSE guidelines and the trust has produced and distributed a short leaflet entitled 'A Guide to Water Hygiene and Legionella Bacteria in your Peter Birtwistle Trust Property'.

Business Development

No new build or acquisition projects are currently being pursued by the trust but it remains the policy of the trustees to evaluate new opportunities as they arise.

The Peter Birtwistle Trust is currently in talks with a small local almshouse charity to provide clerking services. This is an area of business development which the trustees identified several years ago as both a source of additional income and a useful service to almshouse charities struggling to cope with regulatory requirements on a day-to-day basis.

Trustees' responsibilities

The trustees are responsible for preparing the report and financial statements in accordance with applicable law and regulations.

The Charities Act 2011 and registered social housing legislation require the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the provider and of its income and expenditure for that period.

In preparing these financial statements, the Board is required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 association will continue in business.

Peter Birtwistle Trust

Trustees' Report

Year Ended 31 March 2023

The Board is responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the association and enable it to ensure that the financial statements comply with Charities Act 2011 the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2022. It has general responsibility for taking reasonable steps to safeguard the assets of the association and to prevent and detect fraud and other irregularities.

Approved by the trustees on 4 September 2023 and signed on their behalf by:

D Clegg

A handwritten signature in dark ink, appearing to be 'D Clegg', written over a light blue horizontal line.

Trustee

Peter Birtwistle Trust

Independent Auditor's Report to the Board of The Peter Birtwistle Trust

Year Ended 31 March 2023

Opinion

We have audited the financial statements of The Peter Birtwistle Trust (the 'charity') for the year ended 31st March 2023 which comprise the Statement of Comprehensive Income, the Balance Sheet, the Statement of Cash Flows, the Statement of Changes in Reserves and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2023, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011, the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2022.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the original financial statements were authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

Peter Birtwistle Trust

Independent Auditor's Report to the Board of The Peter Birtwistle Trust

Year Ended 31 March 2023

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

In addition, we have nothing to report in respect of the following matter where the Housing and Regeneration Act 2008 requires us to report to you if, in our opinion:

- a satisfactory system of control over transactions has not been maintained.

Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees' determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or has no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and section 136 of the Housing and Regeneration Act 2008 and report in accordance with regulations made under section 154 of the Charities Act 2011 and section 137 of the Housing and Regeneration Act 2008.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below.

Our approach to identifying and assessing the risks of material misstatement respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the charity through discussions with trustees and other management, and from our knowledge and experience of the charity sector;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the charity, including the Charities Act 2011;

Independent Auditor's Report to the Board of The Peter Birtwistle Trust

Year Ended 31 March 2023

- we assessed the extent of compliance with the laws and regulations identified above through making enquiries of management and inspecting legal correspondence; and
- we identified laws and regulations which were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the charity's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures on material balances for which robust, substantive analytical procedures have been undertaken to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions; and
- investigated the rationale behind significant or unusual transactions.

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of noncompliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the trustees and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008 and section 137 of the Housing and Regeneration Act 2008. Our audit work has been undertaken so that we might state to the trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

KM

KM
Statutory Auditors & Chartered Accountants
1st Floor, Block C
The Wharf
Manchester Road
Burnley
Lancashire
BB11 1JG

4 September 2023

Peter Birtwistle Trust

Statement of Comprehensive Income (Including Income and Expenditure Account)

Year Ended 31 March 2023

	Note	2023 Total £	2022 Total £
Turnover	2	401,533	361,655
Administrative expenditure		(350,454)	(250,239)
Other operating income	2	12,438	10,969
Operating surplus		<u>63,517</u>	<u>122,385</u>
Income from fixed asset investments		7,759	7,229
Interest receivable and similar income	4	2,724	354
Surplus on ordinary activities for the year before tax	5	<u>74,000</u>	<u>129,968</u>
Tax on surplus on ordinary activities	8	-	-
Surplus for the year after tax		<u>74,000</u>	<u>129,968</u>

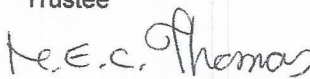
All of the activities of the charity are classed as continuing.

On behalf of the Trustees

D Clegg
Trustee


4 September 2023

MEC Thomas
Trustee



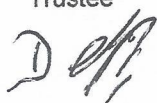
Peter Birtwistle Trust**Balance sheet****Year Ended 31 March 2023**

	Note	2023 £	2022 £
Fixed assets			
Tangible fixed assets	9,10	<u>3,687,566</u>	<u>3,753,611</u>
Current assets			
Debtors	12	20,087	16,997
Investments	11	147,916	155,751
Cash at bank and in hand		<u>513,580</u>	<u>445,669</u>
		681,583	618,417
Creditors: amounts falling due within one year	13	<u>(102,248)</u>	<u>(94,979)</u>
Net current assets		<u>579,340</u>	<u>523,441</u>
Total assets less current liabilities		4,266,906	4,277,052
Creditors: amounts falling due after more than one year	14	<u>(1,908,746)</u>	<u>(1,985,057)</u>
Total net assets		<u>2,358,160</u>	<u>2,291,995</u>
Reserves			
Income and expenditure reserve	15	414,214	277,844
Investment revaluation reserve	15	27,917	35,752
Designated reserves	15	1,834,415	1,896,785
Permanent endowment reserve	15	81,614	81,614
Total Reserves		<u>2,358,160</u>	<u>2,291,995</u>

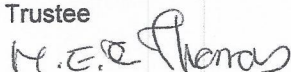
The financial statements were approved and authorised for issue by the trustees on 4 September 2023.

Signed on behalf of the trustees by:

D Clegg
Trustee



MEC Thomas
Trustee



The notes on pages 19 to 27 form part of these accounts.

Peter Birtwistle Trust

Statement of Changes in Reserves

Year Ended 31 March 2023

	Income and expenditure reserve £	Investment revaluation reserve £	Designated reserves £	Endowment reserve £	Total £
At 1 April 2021	112,754	22,274	1,931,907	81,614	2,148,549
Surplus for the year	129,968	-	-	-	129,968
Revaluation of investments	-	13,478	-	-	13,478
Total comprehensive income	129,968	13,478	-	-	143,446
Transfers	35,122	-	(35,122)	-	-
At 31 March 2022 and 1 April 2022	277,844	35,752	1,896,785	81,614	2,291,995
Surplus for the year	74,000	-	-	-	74,000
Revaluation of investments	-	(7,835)	-	-	(7,835)
Total comprehensive income	74,000	(7,835)	-	-	66,165
Transfers	62,370	-	(62,370)	-	-
At 31 March 2023	414,214	27,917	1,834,415	81,614	2,358,160

Peter Birtwistle Trust**Statement of Cash Flows****Year Ended 31 March 2023**

	Note	2023 £	2022 £
Cash flow from operating activities	16	122,929	166,276
Net cash flow from operating activities		<u>122,929</u>	<u>166,276</u>
Cash flow from investing activities			
Payments to acquire tangible fixed assets		(22,716)	(180,247)
Grants received		-	150,000
Interest received		2,724	354
Dividends received		7,759	7,229
Net cash flow from investing activities		<u>(12,233)</u>	<u>(22,664)</u>
Cash flow from financing activities			
Receipt of new long-term loans		-	-
Repayment of long term loans		(56,141)	(56,141)
Interest paid		13,356	13,596
Net cash flow from financing activities		<u>(42,785)</u>	<u>(42,545)</u>
Net increase in cash and cash equivalents		67,911	(101,067)
Cash and cash equivalents at 1 April 2022		445,669	344,602
Cash and cash equivalents at 31 March 2023		<u>513,580</u>	<u>445,669</u>
Cash and cash equivalents consists of:			
Cash at bank and in hand		513,580	445,669
Cash and cash equivalents at 31 March 2023		<u>513,580</u>	<u>445,669</u>

Peter Birtwistle Trust

Notes to the Financial Statements

Year Ended 31 March 2023

1 Summary of significant accounting policies

(a) General information and basis of preparation

The Peter Birtwistle Trust is a registered charity, a private registered provider of social housing in the United Kingdom. The address of the registered office is given in the Registered Social Housing Provider information on page 3 of these financial statements. The nature of the Registered Social Housing Provider's operations and principal activities are the provision of almshouses for poor persons or married couples who are aged 60 years or over, and who (except in special cases to be approved by the Charity Commission) were either born in the area of benefit or have resided in the said area for not less than 10 years, and the provision of a community centre for use of the residents of the almshouses of the charity and other poor aged persons resident in the area of benefit.

The Registered Social Housing Provider constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard 102 *The Financial Reporting Standard Applicable in the UK and Republic of Ireland* (FRS 102), the Statement of Recommended Practice for Social Housing Providers 2014, and with the Accounting Direction for private registered providers of social housing in England 2022. The financial statements are also prepared under the requirements of the Housing and Regeneration Act. The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

(b) Tangible fixed assets

Tangible fixed assets (including social housing properties) are stated at cost less accumulated depreciation and accumulated impairment losses. Cost includes costs directly attributable to making the asset capable of operating as intended such as the cost of acquiring land and buildings, development costs, interest charges on loans during the development period and expenditure on improvements. Expenditure on improvements will only be capitalised when it results in incremental future benefits such as increasing rental income, reducing maintenance costs or resulting in a significant extension of the useful economic life of the property.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

Land	Nil
Housing properties	2% per annum straight line
Properties for non-social housing lettings	2% per annum straight line

The useful economic lives of all tangible fixed assets are reviewed annually.

(c) Debtors and creditors receivable / payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the statement of comprehensive income in other administrative expenses.

(d) Investments

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value through the statement of comprehensive income if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

(e) Loans and borrowings

Loans and borrowings are initially recognised at the transaction price including transaction costs. Subsequently, they are measured at amortised cost using the effective interest rate method, less impairment. If an arrangement constitutes a financing transaction it is measured at present value.

(f) Impairment

Assets not measured at fair value are reviewed for any indication that the asset may be impaired at each balance sheet date.

If such indication exists, the recoverable amount is estimated and compared to the carrying amount. Where the carrying amount exceeds its recoverable amount, an impairment loss is recognised in expenditure through the statement of comprehensive income.

(g) Provisions

Provisions are recognised when the Registered Social Housing Provider has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

Provisions for cyclical maintenance or major works to existing stock are not made unless they represent commitments or obligations at the Balance Sheet date where there is no discretion to avoid or delay the expenditure.

(h) Turnover and other income

Turnover is measured at the fair value of the consideration received or receivable. The policies adopted for the recognition of turnover are as follows:

Turnover represents contributions receivable net of losses from voids. Turnover arises entirely within the United Kingdom.

(j) Employee benefits

When employees have rendered service to the Registered Social Housing Provider, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service.

(k) Endowment Reserves

Endowment reserves are those reserves which are only expendable in accordance with the wishes of the funder. Endowment funds represent those assets which must be held permanently. Revenue and expenditure cannot be directly set against endowment reserves but is taken through the statement of comprehensive income and then a transfer to endowment reserves is made as appropriate.

Peter Birtwistle Trust

Notes to the Financial Statements

Year Ended 31 March 2023

2 Turnover, cost of sales, administrative expenditure and operating surplus

	2023	2022
	Turnover	Operating Surplus
	£	£
Social housing lettings	401,533	111,416
Other operating income	12,438	10,969
Total	413,971	122,385

3 Accommodation owned and in management

	Number of units at 31 March 2023	Number of units at 31 March 2022
Completed units:		
General needs housing let at social rent	95	95
Units under development		
General needs housing let at social rent	0	0
	95	95

4 Interest and other finance income and charges

a) Interest receivable and similar income

	2023	2022
	£	£
Bank interest receivable	2,724	354

b) Interest payable and similar charges

Bank loan interest	13,856	14,096
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5 Surplus on ordinary activities

Surplus on ordinary activities is stated after charging / (crediting):

	2023	2022
	£	£
Depreciation of tangible fixed assets	88,761	73,886
Amortisation of Social Housing Grant	(33,276)	(26,678)
Profit / (loss) on fair value movement of investments	(7,835)	13,478
Auditors remuneration	3,600	3,600

Notes to the Financial Statements

Year Ended 31 March 2023

6 Key management personnel remuneration

Key management personnel is defined as the trustees of the charity. Key management personnel neither received nor waived any remuneration during the year (2022: £Nil).

7 Staff costs

Total number of employees during the year was 8 (2022 – 8). The average number of employees, calculated on a full time equivalent was 3 employees (2022 - 3). There are no employees who received more than £60,000 as their employee package.

8 Tax

The Peter Birtwistle Trust is a Registered Charity, and is, therefore, exempt from liability to taxation on its income and capital gains.

9 Tangible fixed assets – housing properties

	Freehold Housing Properties For letting £	Housing Properties Under Construction £	Total £
Cost:			
At 1 April 2022	4,332,386	-	4,332,386
Additions	22,716	-	22,716
Reclassification of assets	-	-	-
At 31 March 2023	4,355,102	-	4,355,102
Depreciation:			
At 1 April 2022	654,276	-	654,276
Charge for year	86,914	-	86,914
Impairment	-	-	-
Eliminated on disposals	-	-	-
At 31 March 2023	741,190	-	741,190
Net book value:			
At 31 March 2023	3,613,912	-	3,613,912
At 31 March 2022	3,678,110	-	3,678,110

Peter Birtwistle Trust

Notes to the Financial Statements

Year Ended 31 March 2023

10 Tangible fixed assets – other

	Freehold land and buildings £
Cost or valuation: At 1 April 2022 and 31 March 2023	92,350
Depreciation: At 1 April 2022	16,849
Charge for the year At 31 March 2023	1,847
	17,696
Net book value: At 31 March 2023	73,654
At 31 March 2022	75,501

Total accumulated impairments of £Nil are recognised in the opening position.

11 Fixed asset investments

	Listed and unlisted investments £	Total £
At valuation At 1 April 2022	155,751	155,751
Additions	-	-
Disposals	-	-
Revaluation At 31 March 2023	(7,835)	(7,835)
	147,916	147,916
Net book value At 31 March 2023	147,916	147,916
At 31 March 2022	155,751	155,751

The fair value of listed investments is determined by reference to the quoted price at the year end.

12 Debtors

	2023 £	2022 £
Rent arrears	12,170	12,037
Social Housing Grants receivable	-	-
Prepayments and accrued income	7,917	4,960
	20,087	16,997

Peter Birtwistle Trust

Notes to the Financial Statements

Year Ended 31 March 2023

13 Creditors: amounts falling due within one year

	2023	2022
	£	£
Trade creditors	-	-
Rents paid in advance	59	408
Other taxes and social security	-	-
Social Housing Grant not spent	-	-
Almshouses Association loan	10,000	10,000
Triodos Bank loan	6,785	6,535
Pendle Borough Council loan	26,250	26,250
Other creditors	22,273	14,907
Accruals and deferred income	3,600	3,600
Deferred income – Social Housing Grants	33,276	33,276
	<u>102,243</u>	<u>94,976</u>

14 Creditors: amounts falling due after more than one year

	2023	2022
	£	£
Almshouses Association loan	30,000	40,000
Triodos Bank loan	151,467	158,252
Pendle Borough Council loan	435,313	461,563
Deferred income: Social Housing Grants (original developments)	358,976	372,097
Deferred income: Social Housing Grants (2018/19 developments)	306,240	313,200
Deferred income: Social Housing Grants (Market Street)	626,750	639,945
	<u>1,908,746</u>	<u>1,985,057</u>

The Triodos Bank and Pendle Borough Council loans are secured on the properties owned by the charity.

15 Reserves

a) Permanent endowment fund

	2023	2022
	£	£
Balance brought forward	81,614	81,614
Movement in the year	-	-
Balance at 31 March 2023	<u>81,614</u>	<u>81,614</u>

b) Investment revaluation reserve

	2023	2022
	£	£
Balance brought forward	35,752	22,274
Revaluation of investments	(7,835)	13,478
Balance at 31 March 2023	<u>27,917</u>	<u>35,752</u>

Peter Birtwistle Trust

Notes to the Financial Statements

Year Ended 31 March 2023

c) Designated reserves

	2023 £	2022 £
Housing development reserve:		
Balance brought forward	20,663	225,000
Transfer from / (to) the Income and Expenditure Account	29,337	(204,337)
Balance at 31 March 2023	50,000	20,663
	2023 £	2022 £
Fixed assets reserve:		
Balance brought forward	1,692,493	1,666,907
Transfer from the Income and Expenditure Account	-	25,586
Transfer to the Income and Expenditure Account	(63,638)	-
Balance at 31 March 2023	1,628,855	1,692,493
	2023 £	2022 £
Major repair reserve:		
Balance brought forward	150,000	40,000
Transfer (to) / from the Income and Expenditure Account	(24,440)	110,000
Balance at 31 March 2023	125,560	150,000
	2023 £	2022 £
Site enhancement reserve:		
Balance brought forward	30,000	-
Transfer (to) / from the Income and Expenditure Account	-	30,000
Balance at 31 March 2023	30,000	30,000
	2023 £	2022 £
Service charge reserve:		
Balance brought forward	3,629	-
Transfer (to) / from the Income and Expenditure Account	(3,629)	3,629
Balance at 31 March 2023	-	3,629
	2023 £	2022 £
Total designated reserves	1,834,415	1,896,785

d) Income and Expenditure reserve

	2023 £	2022 £
Balance brought forward	277,844	112,754
Surplus for the year	74,000	129,968
Net transfer (to)/from:		
Housing development reserve	(29,337)	204,337
Fixed assets reserve	63,638	(25,586)
Major repairs reserve	24,440	(110,000)
Site enhancement reserve	-	(30,000)
Service charge reserve	3,629	(3,629)
Balance at 31 March 2023	<u>414,214</u>	<u>277,844</u>

16 Reconciliation of operating surplus to cash flow from operating activities

	2023 £	2022 £
Surplus for the year	74,000	129,968
Interest received and investment income	(10,483)	(7,583)
Depreciation and impairment of tangible fixed assets	88,761	73,886
Amortisation of grants	(33,276)	(26,678)
Proceeds of sale of tangible fixed assets	-	-
Proceeds of sale of investments	-	-
Decrease / (Increase) in trade and other debtors	(3,090)	(3,534)
(Decrease) / Increase in trade and other creditors	7,017	217
Net cash flow from operating activities	<u>122,929</u>	<u>166,276</u>

17 Pensions and other post-retirement benefits

Defined contribution pension plans

The Registered Social Housing Provider operates a defined contribution pension plan for its employees. The amount recognised as an expense in the period was £1,295 (2022 - £1,041).

18 Capital funding and commitments

	2023 £	2022 £
Capital expenditure that has been contracted for but has not been provided for in the financial statements	-	20,663
Capital expenditure that has been authorised by the Board but has not yet been contracted for	-	-

Peter Birtwistle Trust

Notes to the Financial Statements

Year Ended 31 March 2023

19 Related party transactions

Mr D Fort, trustee is a partner of Smith Sutcliffe, Solicitors. Smith Sutcliffe received fees of £Nil (2022: £654) (including VAT) for legal services provided to the charity. This was authorised by the constitution.