

**THE HOSPITAL OF SIR JOHN POPHAM KNIGHT**

**Registered Charity No 201003**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2023**

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**THE HOSPITAL OF SIR JOHN POPHAM KNIGHT**  
**REFERENCE AND ADMINISTRATION DETAILS**

The Hospital of Sir John Popham Knight is a scheme registered and approved by the Charity Commission. It is administered and managed by a body of Trustees.

Charity Registration No	201003
Principal address	Shute House 69 South Street Wellington Somerset TA21 8PD
Trustees	Mr D Helps (Chairman) - deceased December 2023 Mr M Lithgow (Vice Chairman) - elected May 2023 Mr M Colman (Treasurer and Steward) Mrs M Blogg Mrs S McGuirk Mrs T Bradnock Mrs V Stock-Williams Mr R Lane Mr S Pringle-Kosikowsky - resigned December 2022 Mrs S Colman Mrs J Copplestone - elected May 2023
Independent examiner	Mrs M Hutchings Apsleys Chartered Accountants 21 Bampton Street Tiverton Devon, EX16 6AA

**THE HOSPITAL OF SIR JOHN POPHAM KNIGHT  
TRUSTEES' REPORT  
31 December 2023**

The Trustees present their report and the financial statements for the year ended 31 December 2023

**Objectives and activities**

The objective of the Charity is to provide accommodation for poor people who must be over the age of 60 at the date of acceptance.

The main activity of the Charity is the provision and maintenance of twelve almshouses within the parish.

The Trustees have had due regard to guidance published by the Charity Commission on public benefit. Compliance with this guidance is achieved via the Charity's objective and activities.

**Achievements and performance**

In 2023, we have continued to update the general appearance of the flats with, in particular, major refurbishment of Flat 9. It is again felt that we have effectively caught up now with the general maintenance issues which arose during the lockdown period through 2020/21, and all flats are in working order.

The finances of the charity remain in good order. Maintenance contributions of £27,050 were received from the residents.

**Financial review**

During the year, income exceeded expenditure by £4,002 (2022: expenditure exceeded income £1,293).

The Trustees look to plan up to three years ahead the work they believe needs to be done to keep the properties in good order. All flats have had full electrical testing and are now again fully confirmed as safe. All boilers have also been serviced, as has been the case for the past two years now, with servicing documentation received and held securely. We remain comfortable that all flats are in full working order and the general living experience of the Hospitaliers is superb. Flat 9 was completely refurbished and decorated following one Hospitalier sadly passing in 2023. To continue trying to keep in line with inflation, and in line with agreements made for the last two years, an increase to Maintenance Contributions of £2 per week was agreed to start with effect from 1st January 2024.

**Structure, governance and management**

The charity is governed by a Charity Commission scheme dated 2 November 1982.

Trustees are identified from the local community, both within the parish and in adjoining areas, on the basis of their personal career experience. The Trustees have established a Trustee Induction Policy that will be used on the appointment of any new Trustee.

Trustees' meetings are held twice per annum and are the principal forum for establishing management procedures, operational decisions and broader principles. There is an intention to hold the AGM by the end of May every year. Trustees also engage, on a regular basis, with the residents of the Almshouses and this dialogue helps guide the Trustees with their decision-making.

The placing of contracts for routine maintenance up to the value of £500 can be decided upon by the Steward alone and any major works are approved at the six monthly meetings or interim meetings, as appropriate - often decided by email through the Chairman.

The Trustees have examined the major risks which the charity faces and confirm that systems have been established with the objective of minimising those risks.

It is with great sadness that we have to declare the passing of our Chairman, Dai Helps, in December 2023. This was a major shock to us all. We will be seeking a new Chairman as 2024 moves forward and, for now, Mark Lithgow will step up to this role as he is currently Vice Chairman.

**THE HOSPITAL OF SIR JOHN POPHAM KNIGHT**  
**TRUSTEES' REPORT (continued)**  
**31 December 2023**

**Trustees' responsibilities statement**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable laws and regulations

The Charities Act 2011 require 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 its income and expenditure for that period.

In preparing these financial statements the Trustees are required to:

- (a) select suitable accounting policies and apply them consistently;
- (b) observe the methods and principles in the Charities SORP (FRS102);
- (c) make judgements and estimates that are reasonable and prudent;
- (d) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- (e) prepare the financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for taking reasonable steps to safeguard the assets of the charity and to prevent and detect fraud and other irregularities.

This report was approved on behalf of the Trustees on ..... and signed on their behalf by

.....  
Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE HOSPITAL OF SIR JOHN  
POPHAM KNIGHT  
ON THE UNAUDITED FINANCIAL STATEMENTS**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 December 2023 which are set out on pages 5 to 6

**Responsibilities and basis of the report**

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the 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 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 company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records

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.

Mrs M Hutchings  
Apsleys Chartered Accountants  
21 Bampton Street  
Tiverton  
Devon  
EX16 6AA

Date .....

**THE HOSPITAL OF SIR JOHN POPHAM KNIGHT**  
**RECEIPTS AND PAYMENTS ACCOUNT**  
For the year ended 31 December 2023

	Unrestricted Funds £	Restricted Funds £	2023 Total £	2022 Total £
<b>Receipts</b>				
Maintenance contributions	27,050	-	27,050	25,522
Interest receivable	609	-	609	8
Dividends received	3,576	-	3,576	3,737
	<u>31,235</u>	<u>-</u>	<u>31,235</u>	<u>29,267</u>
<b>Payments</b>				
Water rates	2,583	-	2,583	2,721
Other rates	1,972	-	1,972	2,079
Insurance	1,235	-	1,235	1,166
Alarm system		-	-	366
Day to day maintenance	5,966	-	5,966	4,966
Cyclical maintenance	2,269	-	2,269	403
Extraordinary repairs	3,580	-	3,580	6,592
Steward's salary	6,500	-	6,500	9,051
Printing, postage and stationery	179	-	179	159
Telephone	144	-	144	132
NAA subscription	640	-	640	-
Accountancy	1,300	-	1,300	1,980
Payroll	334	-	334	403
Miscellaneous	531	-	531	542
	<u>27,233</u>	<u>-</u>	<u>27,233</u>	<u>30,560</u>
Excess of payments over receipts	<u>4,002</u>	<u>-</u>	<u>4,002</u>	<u>(1,293)</u>
Transfers	-	-	-	-
	<u>4,002</u>	<u>-</u>	<u>4,002</u>	<u>(1,293)</u>
Bank balance				
at 31 December 2022	<u>40,221</u>	<u>-</u>	<u>40,221</u>	<u>41,514</u>
at 31 December 2023	<u>44,223</u>	<u>-</u>	<u>44,223</u>	<u>40,221</u>

The financial statements were approved on behalf of the Trustees on ..... and signed on their behalf by

.....(Trustee)      .....(Trustee)

**THE HOSPITAL OF SIR JOHN POPHAM KNIGHT**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**31 December 2023**

	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Fixed assets</b>		
Freehold housing properties at insurance value	1,099,369	1,099,369
Investments at market value	136,959	129,767
	<u>1,236,328</u>	<u>1,229,136</u>
<b>Current assets</b>		
Prepaid insurance and subscription	1,025	583
Rent arrears	404	728
Cash at bank	44,223	40,221
	<u>45,652</u>	<u>41,532</u>
<b>Total assets</b>	<u><u>1,281,980</u></u>	<u><u>1,270,668</u></u>
<b>Sundry creditors and accruals</b>		
PAYE	-	400
Water	962	886
Accountancy fees (inc VAT)	1,300	1,200
Exe Valley Payroll	28	-
	<u>2,290</u>	<u>2,486</u>