

The Woodclyffe Almshouses Trust

Charity Commission No: 204467

Annual Report of the Trustees for the Year ended 31st December 2020

Trustees/Constitution/Organisation

1. At 31st December 2020, the Trustees were as follows:

Rev'd John Cook – Chairman
Neill Pitcher – Property/Survey
Dr Mark Puddy – Medical Adviser
Maryam Akhtar - Hon. Treasurer
Gavin Dunbar – Building Maintenance
Jane Batting - Social/Welfare
Lis Butler – Hon. Secretary

2. Graham Adlington continues as Warden of the Almshouses.

Meetings

- 3 The trustees' meetings were held on 18th March, 17th June, , 30th September and 9th December. These meetings were held on Zoom.
- 4 The Residents Liaison meeting did not take place in 2020 due to the pandemic. However the Warden was consulted and there were no issues

Residency Matters

- 5 Weekly maintenance and heating charges were increased on 1st April 2020 to £111 for Flat 6 (single occupancy), £117 for double occupancy for three flats and £105 for single occupancy for the other four flats.

Health, Safety and Fire

6. Fire precautions. Fire instructions are well displayed in the Almshouses.

Building Works and Maintenance

7. The trustees continue to invest in a programme of upgrading both the individual flats and the common parts and exterior of the building. The quinquennial survey continues to guide work that is undertaken to maintain the building.

Finance

9. Income for the year was £47,812 and expenditure £33,058
10. Paul Worthington was re-appointed as Independent Examiner to the Trust

Lis Butler
Honorary Secretary

22nd July 2021

Charity number 204467

The Woodclyffe Almshouses
Trustees' Report and Unaudited Accounts
31 December 2020

PAW Consulting Ltd
Chartered Accountants
Unit 2, City Limits
Reading
Berkshire RG6 4UP

The Woodclyffe Almshouses
Trustees' Report and Unaudited Accounts
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**Independent Examiner's Report to the Trustees of the Woodclyffe Almhouse Trust, Wargrave.
Charity No: 204467.**

I report on the accounts of the Trust for the year ended 31 December 2020, which are attached

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed



Name: Paul Andrew Worthington ACA ACMA ATT (Fellow) CTA

Relevant professional qualification or body: Institute of Chartered Accountants of England and Wales (ICAEW)

Address: PAW Consulting Ltd, Unit 2 City Limits, Danehill, Reading, Berkshire RG6 4UP

Date: 22 March 2021

WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD ENDED 31st December 2020

Comparison 2019		2020
	RECEIPTS	
	1,961 Central Board of Finance	2,020
	42,276 Weekly Maintenance Charge and Heating	45,792
	0 Donation	-
44,237		47,812
	PAYMENTS	
	1,728 Water Rates	890
	1,440 Insurance	1,352
	5,482 Refurb Flat 8	0
	7,468 Repairs - CMF items	4,891
	8,246 Routine Maintenance	5,649
	1,342 Garden Maintenance	2,765
	0 Transfer to Fund (CMF)	9,000
	- LESS Withdrawal from Fund (CMF)	-
25,706		24,547
	539 Fire extinguisher maintenance & Smoke alarms	94
	1,508 Electricity	970
	4,136 Gas	5,087
	954 Telephone (Forestcare)	894
	1,100 Honorarium - Warden	1,100
	810 Subscription NAA	0
	790 Window Cleaning	330
	477 Miscellaneous Expenses	162
	10,314	8,637
	0 Contribution to Shares in NAA CIF (ERF)	-
	266 Interest receipted to COIF Deposit	126
35,754		33,058
8,483	Surplus (deficiency) of Receipts over Payments	14,754
	Balance at Bank - 1st January 2020:-	
11,424	Santander Current Account	19,641
11,424		19,641
8,483	Add Surplus of Receipts over Payments	14,754
266	Less:- Interest receipted to COIF Deposit	126
19,641		34,269
19,641	Balance at Bank - 31st December 2020:-	34,269
	Santander Current Account	

WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE

Year Ended 31st December 2020

Comparison 2019		2020
	CYCLICAL MAINTENANCE FUND (CMF) (Invested in COIF Charities Deposit Fund)	
46,581	Balance at beginning of year	46,847
-	Transfer to Fund (CMF)	9,000
266	Interest	126
-	LESS repairs charged against fund	-
<u>46,847</u>	Balance at end of year	<u>55,973</u>

ASSETS OF THE TRUST at 31st December 2020:-

	Land and Buildings (consisting of 8 dwellings) vested in the name of the Oxford Board of Finance. Fixtures and Fittings	
1,488,492	Present Value for insurance purposes	1,521,239
	Investments:-	Market Value
	Investment Fund of the Central Board of Finance of the Church of England	
67,456	3519 shares @ 2048.73p	72,095
	Emergency Repair Fund - National Association of Almshouses Common Investment Fund	
148,402	1553.03 accumulation shares @ at 9251.57p	143,680
	Cyclical Maintenance Fund - invested in COIF Charities Dep. A/c	
262,705	<u>46,847</u>	<u>55,973</u>
		<u>271,748</u>
20,437	Balances at bank as per attached receipts and payments account	20,437

Charity number 204467

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