

The Woodclyffe Almshouses Trust

Charity Commission No: 204467

Annual Report of the Trustees for the Year ended 31st December 2021

Trustees/Constitution/Organisation

1. At 31st December 2021, 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
Colin Lewington - Building Maintenance
Jane Batting - Social/Welfare
Lis Butler – Hon. Secretary

Colin Lewington agreed to become the Trustee responsible for Building Maintenance in anticipation of Gavin Dunbar's retirement.

2. Graham Adlington continues as Warden of the Almshouses.

Meetings

- 3 The trustees' meetings were held on 24th March by Zoom, 23rd June, 29th September and 8th December. All other meetings were held in a normal manner.
- 4 The Residents Liaison was held on 8th December 2021. There were no issues

Residency Matters

5. Weekly maintenance and heating charges were increased on 1st April 2021 to £113 for Flat 6 (single occupancy), £119 for double occupancy for three flats and £107 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 £49,722 and expenditure £65,775
10. Paul Worthington was re-appointed as Independent Examiner to the Trust

Lis Butler
Honorary Secretary

24th September 2022

WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE								
RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD ENDED 31st December 2021								
Comparison 2020					2021			
		RECEIPTS						
		Investment Income						
	2,020	Central Board of finance			2,091			
	45,793	Weekly Maintenance Charge and Heating			45,861			
		Donation/ Other			1,770			
47,813					49,722			
		PAYMENTS						
	890	Water Rates		2,749				
	1,352	Insurance		1,384				
	0	Refurb Flat 8		0				
	4,890	Repairs - CMF items		18,947				
	5,649	Routine Maintenance		15,660				
	2,765	Garden Maintenance		1,526				
	9,000	Transfer to Fund (CMF)/ M&G ERF Investment		15,000				
	0	LESS Withdrawal from Fund (CMF)		0				
	24,546			55,266				
	94	Fire extinguisher maintenance & Smoke alarms		329				
	970	Electricity		1,122				
	5,087	Gas		5,549				
	894	Telephone (Forestcare)		1,209				
	1,100	Honorarium - Warden		1,100				
	0	Subscription NAA		489				
	0	L&P Fees		0				
	330	Window Cleaning		275				
	162	Miscellaneous Expenses		435				
	8,637			10,509				
	126	Contribution to Shares in NAA CIF (ERF)						
		Interest receipted to COIF Deposit						
33,057					65,775			
14,756		Surplus (deficiency) of Receipts over Payments			-16,053			
		Balance at Bank 1st Jan 2021						
19,641		Santander Current Account			34,269			
14,754		Add/Deduct Surplus(Deficiencies) of Receipts over payments			-16,053			
126		Less: Interest receipted to COIF deposit						
34,269					18,217			
		<i>Money returned from D&M Kitchen</i>			<i>2,500</i>			
34,269		Income statement reconciled to bank			20,717			
		Balance at Bank 31st December 2021						
34,269		Current Account			20,717			

[illegible]

Charity number 204467

The Woodclyffe Almshouses
Trustees' Report and Unaudited Accounts
31 December 2021

Woodwhite Accountants Ltd
Chartered Accountants
Unit 4, City Limits
Reading
Berkshire RG6 4UP

The Woodclyffe Almshouses
Trustees' Report and Unaudited Accounts
Contents

	Page
Independent Examiner's Report	1
Statement of Financial Activities	2
Balance Sheet	3

**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 2021, 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: Woodwhite Accountants Ltd, Unit 4 City Limits, Danehill, Reading, Berkshire RG6 4UP
Date: 24 March 2022

WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD ENDED 31st December 2021

Comparison 2020

RECEIPTS

Investment Income
2,020 Central Board of finance
45,792 Weekly Maintenance Charge and Heating
0 Donation/ Other

47,812

PAYMENTS

890 Water Rates
1,352 Insurance
4,891 Repairs - CMF items
5,649 Routine Maintenance
2,765 Garden Maintenance
9,000 Transfer to Fund (CMF)/ M&G ERF Investment
0 LESS Withdrawal from Fund (CMF)

24,547

94 Fire extinguisher maintenance & Smoke alarms
970 Electricity
5,087 Gas
894 Telephone (Forestcare)
1,100 Honorarium - Warden
0 Subscription NAA
0 Legal & Professional Fees
330 Window Cleaning
162 Miscellaneous Expenses

8,637

Contribution to Shares in NAA CIF (ERF)
126 Interest receipted to COIF Deposit

33,058

14,754

Surplus (deficiency) of Receipts over Payments

Balance at Bank 1st Jan 2021

19,641 Santander Current Account
14,754 Add/Deduct Surplus(Deficiencies) of Receipts over payments
126 Less: Interest receipted to COIF deposit

34,269

Balance at Bank 31st December 2021

Current Account

34,269

2021

2,091
45,861
1,770

49,722

2,749
1,384
18,947
13,160
1,526
15,000
0

52,766

329
1,122
5,549
1,209
1,100
489
0
275
435

10,509

6

63,269

-13,547

34,269

-13,547

6

20,717

20,717

WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE

Year Ended 31st December 2021

Comparison 2020

2021

	CYCLICAL MAINTENANCE FUND (CMF) (Invested in COIF Charities Deposit Fund)	
46,847	Balance at beginning of year	55,973
9,000	Transfer to Fund (CMF)	-
126	Interest	6
-	LESS repairs charged against fund	-
<u>55,973</u>	Balance at end of year	<u>55,979</u>
	EMERGENCY REPAIR FUND (ERF) (Invested in accumulation shares in NAA CIF)	
-	Amount added during year	-

ASSETS OF THE TRUST at 31st December 2021:-

	Land and Buildings (consisting of 8 dwellings) vested in the name of the Oxford Board of Finance. Fixtures and Fittings	
1,521,239	Present Insured Value	1,566,876
	Investments:-	Market Value
	Investment Fund of the Central Board of Finance of the Church of England 67,456 3519 shares @ 2338.67	82,298
	Emergency Repair Fund - National Association of Almshouses Common Investment Fund 143,680 1703.162 accumulation shares @ 10,470.35	178,327
	Cyclical Maintenance Fund - invested in COIF Charities Dep. A/c 55,973	55,979
267,108		<u>316,604</u>
34,269	Balances at bank as per attached receipts and payments account	20,717