

# **The Woodclyffe Almshouses Trust**

Charity Commission No: 204467

## **Annual Report of the Trustees for the Year ended 31<sup>st</sup> December 2023**

### Trustees/Constitution/Organisation

1. At 31<sup>st</sup> December 2023, the Trustees were as follows:

Rev'd John Cook – Chairman  
Neill Pitcher – Property/Survey  
Dr Mark Puddy – Medical Adviser  
Maryam Akhtar - Hon. Treasurer  
Colin Lewington - 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 22nd March, 7th June, , 4th October and 6th December.
- 4 The Residents Liaison was held on 6th December 2023. There were no issues

### Residency Matters

5. Weekly maintenance and heating charges were increased on 1<sup>st</sup> April 2023 to £125 for Flat 6 (single occupancy), £131 for double occupancy for three flats and £118 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 £54,673 and expenditure £45,857
10. Paul Worthington was re-appointed as Independent Examiner to the Trust

Lis Butler  
Honorary Secretary

14th September 2024

Charity number 204467

The Woodclyffe Almshouses

Trustees' Report and Unaudited Accounts

31 December 2023

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 2023, 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

Address: The Orchard, Backsideans, Wargrave, Berkshire RG10 8JP

Date: 26 February 2024

# WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD ENDED 31st December 2023

| <u>Comparison 2022</u> |  |               | <u>2023</u>   |
|------------------------|--|---------------|---------------|
|                        | <b>RECEIPTS</b>  |               |               |
|                        | 546 Investment Income                                      |               | 1,790         |
|                        | 2,162 Central Board of finance                             |               | 2,175         |
|                        | 47,048 Weekly Maintenance Charge and Heating               |               | 50,396        |
|                        | 236 Refunds  |               | 313           |
| <u>49,992</u>          |  |               | <u>54,673</u> |
|                        | <b>PAYMENTS</b>  |               |               |
|                        | 0 Water Rates  | 4,060         |               |
|                        | 2,148 Insurance  | 3,280         |               |
| 25,536                 | Repairs - CMF items  | 23,212        |               |
| 0                      | Less: COIF Drawdown  | (20,000)      |               |
| <u>25,536</u>          |  | <u>3,212</u>  |               |
| 15,055                 | Routine Maintenance  | 4,076         |               |
| 1,011                  | Garden Maintenance   | 2,496         |               |
| 0                      | Transfer to Fund (CMF)                                     | 0             |               |
| 0                      | LESS Withdrawal from Fund (CMF)                            | 0             |               |
| <u>43,750</u>          |  | <u>17,123</u> |               |
|                        | 306 Fire extinguisher maintenance & Smoke alarms           | 0             |               |
|                        | 1,520 Electricity  | 1,881         |               |
|                        | 14,277 Gas   | 24,123        |               |
|                        | 1,555 Telephone (Forestcare)                               | 1,001         |               |
|                        | 1,100 Honorarium - Warden                                  | 1,100         |               |
|                        | 266 Subscription NAA                                       | 0             |               |
|                        | 180 Window Cleaning  | 185           |               |
|                        | 360 Miscellaneous Expenses                                 | 444           |               |
| <u>19,564</u>          |  | <u>28,733</u> |               |
| <u>63,314</u>          |  |               | <u>45,857</u> |
| <u>(13,322)</u>        | Surplus (deficiency) of Receipts over Payments             |               | <u>8,817</u>  |
|                        | <b>Santander Balance at Bank 1st Jan 2023</b>              |               |               |
| 20,717                 | Current Account  |               | 6,849         |
| (13,322)               | Add/Deduct Surplus(Deficiencies) of Receipts over payments |               | 8,817         |
| (546)                  | Less: Interest receipted to COIF deposit                   |               | (1,790)       |
| <u>6,849</u>           | <b>Santander Balance at Bank 31st Dec 2023</b>             |               | <u>13,875</u> |



# WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE

Year Ended 31st December 2023

Comparison 2022

2023

|               |  |               |
|---------------|--|---------------|
|               | CYCLICAL MAINTENANCE FUND (CMF)              |               |
|               | (Invested in COIF Charities Deposit Fund)    |               |
| 55,979        | Balance at beginning of year                 | 56,525        |
| 546           | Interest Received                            | 1,790         |
| -             | LESS repairs charged against fund            | (20,000)      |
| <u>56,525</u> | Balance at end of year                       | <u>38,316</u> |
|               | EMERGENCY REPAIR FUND (ERF)                  |               |
|               | (Invested in accumulation shares in NAA CIF) |               |
| -             | Amount added during year                     | -             |

## ASSETS OF THE TRUST at 31st December 2023:-

### LAND AND BUILDINGS

Land and Buildings (consisting of 8 dwellings) vested in the name of the Oxford Board of Finance.

Fixtures and Fittings

2,929,076 Present Insured Value 3,368,144

### INVESTMENTS AND CASH RESERVES

Investments:-

Market Value

Investment Fund of the Central Board of Finance of the Church of England

82,298 Opening Balance 72,708

- Transfers In / (Out)

(9590) Unrealised Profit/(Loss) in Year 6,840

72,708 3519 shares @ 2260.53 79,548

Emergency Repair Fund - National Association of Almshouses Common Investment Fund

178,327 Opening Balance 179,736

- Transfers In / (Out)

1,409 Unrealised Profit/(Loss) in Year 11,159

179,736 1,703.162 accumulation shares @ 11,208.26 190,895

Cyclical Maintenance Fund - invested in

56,525 COIF Charities Dep. A/c 38,316

308,969 308,759

Current Account

6,849 Santander Bank Balance 13,875

315,818 TOTAL INVESTMENT AND CASH RESERVES 322,634

Charity number 204467

The Woodclyffe Almshouses  
Trustees' Report and Unaudited Accounts  
31 December 2023



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| (546)                  | Less: Interest receipted to COIF deposit                   |               | (1,790)       |
| <u>6,849</u>           | <b>Santander Balance at Bank 31st Dec 2023</b>             |               | <u>13,875</u> |

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Year Ended 31st December 2023

Comparison 2022

2023

|               |  |               |
|---------------|--|---------------|
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