

# **The Woodclyffe Almshouses Trust**

Charity Commission No: 204467

## **Annual Report of the Trustees for the Year ended 31<sup>st</sup> December 2024**

### Trustees/Constitution/Organisation

1. At 31<sup>st</sup> December 2024, the Trustees were as follows:

Chairman

Will Rowson - Property Survey

Dr Mark Puddy – Medical Adviser

Sean Sutcliffe - Hon. Treasurer

Colin Lewington - Building Maintenance

Jane Batting - Social/Welfare

Lis Butler – Hon. Secretary

2. Graham Adlington returned to his Wardenship after a period of ill health on 13th August 2024 .

### Meetings

- 3 The trustees' meetings were held on 20th March, 26th June, , 25th September and 11th December.

- 4 The Residents Liaison was held on 11th December 2023. There were no issues

### Residency Matters

5. Weekly maintenance and heating charges were increased on 1<sup>st</sup> April 2024 to £136 for Flat 6 (single occupancy), £143 for double occupancy for three flats and £129 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 £61,592 and expenditure £54,673
10. Paul Worthington was re-appointed as Independent Examiner to the Trust

Lis Butler  
Honorary Secretary

10th July 2025

Charity number 204467

The Woodclyffe Almshouses  
Trustees' Report and Unaudited Accounts  
31 December 2024

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 2024, 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: 4 April 2025

# WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD ENDED 31st December 2024

Comparison 2023			2024
	<b>RECEIPTS</b>		
	1790 Investment Income CMF/COEIF		2,058
	2,175 Central Board of finance IF/CEOIF income		2,208
	50,396 Weekly Maintenance Charge and Heating		57,326
	313 Refunds		0
			<u>61,592</u>
	<b>54,673</b>		
	<b>PAYMENTS</b>		
	4,060 Water Rates	2,435	
	3,280 Insurance	2,697	
	23,212 Repairs - CMF items	-	
(20,000)	Less: CMF Drawdown	-	
	<u>3,212</u>		
	4,076 Routine Maintenance	6,012	
	2,496 Garden Maintenance	2,225	
	- Transfer to Fund (CMF)	18,000	
	- LESS Withdrawal from Fund (CMF)	-	
	<u>17,123</u>		<u>31,369</u>
	- Fire extinguisher maintenance & Smoke alarms	78	
	1,881 Electricity	1,921	
	24,123 Gas	24,125	
	1,001 Telephone (Forestcare)	494	
	1,100 Honorarium - Warden	400	
	- Subscription NAA	824	
	185 Window Cleaning	260	
	444 Miscellaneous Expenses	1,220	
	<u>28,733</u>		<u>29,322</u>
	<b>45,857</b>		<b>60,691</b>
	<b>8,817</b>	Surplus (deficiency) of Receipts over Payments	<u>901</u>
	<b>Santander Balance at Bank 1st Jan 2024</b>		
6,849	Current Account		13,875
8,817	Add/Deduct Surplus(Deficiencies) of Receipts over payments		901
(1,790)	Less: Income receipted to CMF/COEIF fund		(2,058)
<b>13,875</b>	<b>Santander Balance at Bank 31st Dec 2024</b>		<u><b>12,718</b></u>

**WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE**  
Year Ended 31st December 2024

**Comparison 2023**

**2024**

	CYCLICAL MAINTENANCE FUND (CMF) (Invested in COEIF Charities Deposit Fund)	
56,525	Balance at beginning of year	38,316
1,790	Income Received	2,058
(20,000)	LESS repairs charged against fund/ PLUS deposit made	18,000
<u>38,316</u>	Balance at end of year	<u>58,374</u>

**ASSETS OF THE TRUST at 31st December 2024:-**

	LAND AND BUILDINGS	
	Land and Buildings (consisting of 8 dwellings) vested in the name of the Oxford Board of Finance.	
	Fixtures and Fittings	
3,368,144	Present Insured Value	3,435,507
	INVESTMENTS AND CASH RESERVES	
	Investments:-	Market Value
	Investment Fund of the Central Board of Finance of the Church of England	
72,708	Opening Balance	79,548
-	Transfers In / (Out)	-
<u>6,840</u>	Unrealised Profit/(Loss) in Year	<u>1,821</u>
79,548	3519 shares @ 23.1227	81,369
	Emergency Repair Fund - National Association of Almshouses Common Investment Fund	
179,736	Opening Balance	190,895
-	Transfers In / (Out)	-
<u>11,159</u>	Unrealised Profit/(Loss) in Year	<u>15,309</u>
190,895	1,703.162 accumulation shares @ 12,107.14	206,204
	Cyclical Maintenance Fund - invested in COIF Charities Dep. A/c	
<u>38,316</u>		<u>58,374</u>
308,759		345,947
	Current Account	
13,875	Santander Bank Balance	12,718
<u>322,634</u>	<b>TOTAL INVESTMENT AND CASH RESERVES</b>	<u>358,665</u>

Charity number 204467

The Woodclyffe Almshouses  
Trustees' Report and Unaudited Accounts  
31 December 2024



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 2024, 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: 4 April 2025

# WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD ENDED 31st December 2024

Comparison 2023			2024
	<b>RECEIPTS</b>		
	1790 Investment Income CMF/COEIF		2,058
	2,175 Central Board of finance IF/CEOIF income		2,208
	50,396 Weekly Maintenance Charge and Heating		57,326
	313 Refunds		0
			<hr/>
	<b>54,673</b>		<b>61,592</b>
	<b>PAYMENTS</b>		
	4,060 Water Rates	2,435	
	3,280 Insurance	2,697	
	23,212 Repairs - CMF items	-	
(20,000)	Less: CMF Drawdown	-	
		<hr/>	
	3,212		
	4,076 Routine Maintenance	6,012	
	2,496 Garden Maintenance	2,225	
	- Transfer to Fund (CMF)	18,000	
	- LESS Withdrawal from Fund (CMF)	-	
	<b>17,123</b>		<b>31,369</b>
	- Fire extinguisher maintenance & Smoke alarms	78	
	1,881 Electricity	1,921	
	24,123 Gas	24,125	
	1,001 Telephone (Forestcare)	494	
	1,100 Honorarium - Warden	400	
	- Subscription NAA	824	
	185 Window Cleaning	260	
	444 Miscellaneous Expenses	1,220	
	<b>28,733</b>		<b>29,322</b>
			<hr/>
	<b>45,857</b>		<b>60,691</b>
	<b>8,817</b>	Surplus (deficiency) of Receipts over Payments	<b>901</b>
			<hr/>
	<b>Santander Balance at Bank 1st Jan 2024</b>		
6,849	Current Account		13,875
8,817	Add/Deduct Surplus(Deficiencies) of Receipts over payments		901
(1,790)	Less: Income receipted to CMF/COEIF fund		(2,058)
			<hr/>
	<b>13,875</b>	<b>Santander Balance at Bank 31st Dec 2024</b>	<b>12,718</b>
			<hr/>

**WOODCLYFFE ALMSHOUSES TRUST, WARGRAVE**  
Year Ended 31st December 2024

**Comparison 2023**

**2024**

	CYCLICAL MAINTENANCE FUND (CMF) (Invested in COEIF Charities Deposit Fund)	
56,525	Balance at beginning of year	38,316
1,790	Income Received	2,058
(20,000)	LESS repairs charged against fund/ PLUS deposit made	18,000
<u>38,316</u>	Balance at end of year	<u>58,374</u>

**ASSETS OF THE TRUST at 31st December 2024:-**

	LAND AND BUILDINGS	
	Land and Buildings (consisting of 8 dwellings) vested in the name of the Oxford Board of Finance.	
	Fixtures and Fittings	
3,368,144	Present Insured Value	3,435,507
	INVESTMENTS AND CASH RESERVES	
	Investments:-	Market Value
	Investment Fund of the Central Board of Finance of the Church of England	
72,708	Opening Balance	79,548
-	Transfers In / (Out)	-
<u>6,840</u>	Unrealised Profit/(Loss) in Year	<u>1,821</u>
79,548	3519 shares @ 23.1227	81,369
	Emergency Repair Fund - National Association of Almshouses Common Investment Fund	
179,736	Opening Balance	190,895
-	Transfers In / (Out)	-
<u>11,159</u>	Unrealised Profit/(Loss) in Year	<u>15,309</u>
190,895	1,703.162 accumulation shares @ 12,107.14	206,204
	Cyclical Maintenance Fund - invested in COIF Charities Dep. A/c	
<u>38,316</u>		<u>58,374</u>
308,759		345,947
	Current Account	
13,875	Santander Bank Balance	12,718
<u>322,634</u>	<b>TOTAL INVESTMENT AND CASH RESERVES</b>	<u>358,665</u>