

**REPORT OF THE TRUSTEES AND
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31st DECEMBER 2021
FOR
DORKING CHARITY**

DORKING CHARITY

FINANCIAL STATEMENTS FOR THE YEAR ENDED 31st DECEMBER 2021

Pages	Contents
1	Reference and administrative information
2	Report of the Trustees
4	Independent Examiner's Report
5	Statement of Comprehensive Income
6	Statement of Financial Position
7	Statement of Cash Flows
8	Notes to the Financial Statements

DORKING CHARITY

REFERENCE AND ADMINISTRATIVE INFORMATION

**REGISTRATION
NUMBERS:**

Charity Registration Number 207251
Homes and Communities Agency Number A2255

TRUSTEES:

Mr M R Knott - Chairman
Mrs J Brown
Mrs M Cooksey
Mrs C Francis
Mr D C Kingham
Mrs C Lawrence
Rev D Tighe
Mr J Turnbull
Mr T Loretto – resigned 12th July 2021
Mr N Wright – appointed 12th July 2021
Ms M Butcher – appointed 12th July 2021

**SECRETARY
AND CLERK TO
THE TRUSTEES:**

Mr T Haylett
Rose Cottage
11 Cotmandene
Dorking
Surrey RH4 2BL

**INDEPENDENT
EXAMINER:**

P. D. Longstaff FCA
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking
Surrey RH4 1XA

BANKERS:

National Westminster Bank plc
14 High Street
Dorking
Surrey RH4 1AX

**INVESTMENT
ADVISORS:**

Quilter Cheviot Asset Management Limited
One Kingsway
London
WC2B 6AN

DORKING CHARITY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st DECEMBER 2021

The Trustees submit their annual report, together with the unaudited financial statements of the Charity, for the year ended 31st December 2021. The financial statements prepared comply with the recommendations in the Statement of Recommended Practice Accounting for Social Housing Providers 2018 and are in accordance with the Housing and Regeneration Act 2008, Accounting Direction for Private Providers of Social Housing 2019 and FRS 102.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The charity comprises eighteen smaller parochial charities which, under the governing document, 'Scheme of Commissioners' dated 4th December 1992, became known as the Dorking Charity. The eighteen charities and their property are administered and managed as one charity under the title Dorking Charity.

The charity's governing document states that there should be eleven trustees, of whom one is an ex-officio trustee, four are nominated trustees and six are co-opted trustees.

New co-opted trustees are appointed for five years by a resolution of the trustees passed at a special meeting requiring at least 21 days' notice.

Variances in the office of nominated trustees are notified to and filled by the proper appointing body. Three of the nominated trustees are appointed by Mole Valley District Council and one by Holmwood Parish Council.

The management of the charity is implemented by four sub-committees covering Finance, Residents, Building and Development, each of which consists of 3 or 4 trustees. Sub-committees report to quarterly meetings of the trustees and decisions are taken by majority vote.

OBJECTIVES AND ACTIVITIES

The principal objective of the charity is the provision and management of almshouse flats, which are used to house people in need in Dorking.

Public benefit statement

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

Grant making policy

Under the terms of a Scheme of 4th December 1992 approved by the Charity Commissioners, the trustees can make grants to persons resident in the Ancient Parish of Dorking Area who are in condition of need, hardship or distress, either directly or via an institution.

DORKING CHARITY

REPORT OF THE TRUSTEES

FOR THE YEAR ENDED 31st DECEMBER 2021

ACHIEVEMENT AND PERFORMANCE

The trustees are satisfied with the results for the year.

The number of units under management at the beginning and end of the year was twenty.

FINANCIAL REVIEW

There was a surplus for the year of £103,215 compared with a surplus in the previous year of £102,242. This small surplus increase was due to an increase in the market value of fixed asset investments of £49,178 (2020 - £27,142) and an increase in dividend income of £7,151 contrab by an increase in premises maintenance costs. The latter exclude the cost of the new boilers and alarm system, which have been posted to fixed assets but do include a charge of £5,970 relating to the depreciation of these assets. Maintenance contribution income and other expenses have remained broadly the same as last year.

The charity ended the year with net current assets of £81,105 compared to last years of £131,160, due to the purchase of £59,885 fixed asset investments during the year.

Investment policy

The trustees have agreed that the investment portfolio should be managed on an advisory basis by Quilter Cheviot Asset Management Limited. Their remit is to invest in a balanced portfolio comprised of equities, fixed interest, and cash with a medium risk profile which should, over the long term, maintain the real value of the assets. There are no specific restrictions other than that the investments should be suitable for trusts.

In order to monitor progress, Quilter Cheviot Asset Management Limited provide quarterly capital performance reports. The reports include the movement on the FT All Share Index over the same period. A review meeting with Quilter Cheviot Asset Management Limited is held once each year.

The trustees will periodically consider whether there is a need to revise the Investment Policy Statement and if so, will immediately advise Quilter Cheviot Asset Management Limited.

Reserves policy

The Charity maintains a level of reserves such that it will be able to meet any foreseeable repairs or renewals of its assets. The level of reserves held is shown in the balance sheet as £1,514,203 but of this amount £1,433,098 consists of fixed assets, which included the investment portfolio.

Reserves surplus to current requirements are being built up to finance future improvements to the charity's properties.

DORKING CHARITY
INDEPENDENT EXAMINER'S REPORT TO
THE TRUSTEES OF DORKING CHARITY

I report to the trustees on my examination of the accounts of Dorking Charity for the year ended 31st December 2021 set out on pages 7 to 16.

RESPONSIBILITIES AND BASIS OF REPORT

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 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 material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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.



P D Longstaff FCA
Ellis Atkins
Chartered Accountants
The Atrium Business Centre
Curtis Road
Dorking, Surrey
RH4 1XA

Dated: 18.7.2022

DORKING CHARITY
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 31ST DECEMBER 2021

		Unrestricted Funds	
	Notes	31/12/21 £	31/12/20 £
TURNOVER	4	132,066	134,141
OPERATING EXPENDITURE			
Services	5	(40,407)	(45,663)
Premises maintenance		(39,686)	(8,668)
Administration		(852)	(665)
Management		(16,392)	(18,473)
Grants payable		-	-
		<u>(97,337)</u>	<u>(73,468)</u>
Operating surplus/(deficit)		<u>34,729</u>	<u>60,673</u>
Investment income	2	16,717	9,566
Rental income	3	2,591	2,591
Revaluation of fixed asset investments	12	<u>49,178</u>	<u>27,412</u>
Surplus on ordinary activities before taxation	7	103,215	100,242
Taxation on surplus on ordinary activities		-	-
SURPLUS FOR THE YEAR		<u><u>103,215</u></u>	<u><u>100,242</u></u>
STATEMENT OF CHANGES IN RESERVES			
Balance brought forward		1,410,988	1,310,746
Surplus for the year		103,215	100,242
Balance carried forward	12	<u><u>1,514,203</u></u>	<u><u>1,410,988</u></u>

Approved by the trustees at a meeting held on...11/7/2022.



M R Knott: Trustee



D C Kingham: Trustee

The notes from part of these financial statements

DORKING CHARITY
STATEMENT OF FINANCIAL POSITION
AS AT 31ST DECEMBER 2021

		31/12/21	31/12/20
		£	£
FIXED ASSETS	Notes		
Completed housing properties cost	8	902,838	902,838
Less Housing Association Grant		(125,395)	(125,395)
		777,443	777,443
Other fixed assets	8	53,731	9,524
Investments	9	601,924	492,861
		1,433,098	1,279,828
CURRENT ASSETS			
Debtors	10	8,765	10,042
Cash at bank and in hand		77,393	129,063
		86,157	139,105
CREDITORS			
Amounts falling due within one year	11	5,052	7,945
NET CURRENT ASSETS		81,105	131,160
TOTAL ASSETS LESS TOTAL LIABILITIES		1,514,203	1,410,988
Income and Expenditure Reserves	12	1,514,203	1,410,988

The financial statements were approved by the Trustees on...11/7/.....2022 and signed on its behalf by:


M R Knott: Trustee


T Haylett: Secretary


D C Kingham: Trustee

The notes form part of these financial statements

DORKING CHARITY

STATEMENT OF CASH FLOWS

AS AT 31ST DECEMBER 2021

	31/12/21	31/12/20
	£	£
Net cash generated from operating activities (see note below)	51,198	61,026
Cash flow from investing activities		
Purchase of investments/fixed assets	(119,585)	(457,066)
Proceeds from sale of investments		416,358
Dividend & interest received	16,717	9,566
Cash flow from financing activities		
Interest paid	-	-
New secured loans	-	-
Repayments of borrowings	-	-
Net change in cash	(51,670)	29,884
Cash at bank and in hand at the beginning of the year	129,063	99,179
Cash at bank and in hand at the end of the year	77,393	129,063

Note

	31/12/21	31/12/20
	£	£
Cash flow from operating activities		
Surplus/(deficit) for the year	34,729	60,673
Adjustments for non-cash items	9,524	(180)
Depreciation of tangible fixed assets	5,970	1,200
Decrease/(increase) in trade and other debtors	1,277	(3,801)
Increase/(decrease) in trade and other creditors	(2,893)	543
Rent	2,591	2,591
	51,198	61,026

DORKING CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

1. ACCOUNTING POLICIES

The financial statements have been prepared in accordance with applicable United Kingdom Accounting Standards in the United Kingdom and the Statement of Recommended Practice Accounting by Registered Social Housing Providers (updated 2018). A summary of the more important accounting policies is set out below:-

(a) Accounting basis

The financial statements are prepared under the historical cost convention as modified by the revaluation of certain assets. In preparing the financial statements, the Charity follows the Financial Reporting Standard 102 (FRS 102), the Housing Statement of Recommended Practice 2014, the Accounting Direction for Private Registered Providers of Social Housing 2015 and The Housing and Regeneration Act 2008.

(b) Tangible fixed assets and depreciation

Housing properties and improvements are included at cost less Housing Association Grant. No depreciation is charged on buildings as, in the opinion of the trustees, the properties are maintained in a high state of repair, and therefore the residual value is not believed to be less than cost, and their life is expected to exceed fifty years.

Other fixed assets are included at cost. Depreciation is charged so as to write off the cost, less estimated residual value, over the expected useful economic life of twenty years.

(c) Unrestricted funds

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for specific purpose.

(d) Investments and investment income

Investments are included in the financial statements at mid-market value at the balance sheet date. Income from investments is accounted for when receivable. All the investments are UK based.

(e) Realised gains and losses

All gains and losses are taken to the statement of financial activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and opening market value (purchased date if later). Unrealised gains and losses are calculated as the difference between the market value at the year end and opening market value (or purchase date if later).

(f) Turnover and rent

Turnover represents maintenance contributions from the tenants of the almshouse flats and is disclosed in the financial statements on an accruals basis less any losses arising from voids. The letting of non-investment property at nominal cost is in furtherance of the Charity's objects.

(g) Expenditure

Expenditure is included on an accruals basis and is all related directly to the objects of the charity except where shown.

(h) Taxation

The Dorking Charity is a registered charity and is, therefore, exempt from liability to taxation on its income and capital gains.

DORKING CHARITY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2021

2. INVESTMENT INCOME

	31/12/21	31/12/20
	£	£
Dividend income	16,717	9,566

3. RENT

The charity was bequeathed the freehold of 23 acres of land at Gillingdrove, Chislet Marsh, Kent in the 19th century. Currently the land is rented out to a local farmer for grazing at £2,591 (2020: £2,591) per annum.

4. TURNOVER

	31/12/21	31/12/20
	£	£
Maintenance contributions	130,066	132,141
Grants	2,000	2,000
	<u>132,066</u>	<u>134,141</u>

At the beginning and end of the year there were 20 flats under management.

5. SERVICES

	31/12/21	31/12/20
	£	£
Secretary 50% fees	5,608	5,522
Warden 50% salary	8,114	8,169
Electricity	2,391	3,101
Heating	14,191	14,515
Telephones	1,073	1,370
Telecare and alarm	(4,845)	174
Water rates	4,849	4,968
Insurance	2,501	2,442
Cleaning and gardening	5,111	3,566
Sundry expenses	1,414	1,836
	<u>40,407</u>	<u>45,663</u>

6. STAFF COSTS

The only employee is the warden and the charge of £16,228 (2020: £16,339) represents his salary and related National Insurance for the year and pension contributions into NEST. The charity also paid £11,217 (2020: £11,043) in respect of Clerk's fees excluding expenses. Staff costs are split equally between management and service costs.

There were no fees or other remuneration or expenses paid to any member of the managing body of the charity.

DORKING CHARITY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31ST DECEMBER 2021

7. SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION

	31/12/21 £	31/12/20 £
This is stated after charging:		
Depreciation	5,970	1,200
Independent Examiner fee	<u>1,560</u>	<u>1,560</u>

8. FIXED ASSETS

Property, Plant and Equipment

	Almshouse Properties £	Plant & Equip. £	TOTAL £
COST			
At 1 st January 2021	777,443	48,009	825,452
Disposals		(48,009)	(48,009)
Additions	<u>-</u>	<u>59,701</u>	<u>59,701</u>
At 31st December 2021	<u>777,443</u>	<u>59,701</u>	<u>837,144</u>
DEPRECIATION			
At 1 st January 2021	-	38,485	38,485
Eliminated on disposal		(38,485)	(38,485)
Charge for the year	<u>-</u>	<u>5,970</u>	<u>5,970</u>
At 31st December 2021	<u>-</u>	<u>5,970</u>	<u>5,970</u>
NET BOOK VALUE			
At 31 st December 2021	<u>777,443</u>	<u>53,731</u>	<u>831,174</u>
At 31 st December 2020	<u>777,443</u>	<u>9,524</u>	<u>786,967</u>

The Almshouses were constructed in the late nineteenth century. There is no record of the original cost and no value is attributed thereto. The above details relate to improvements carried out which were partly funded by grants from the Housing Corporation of £125,395 and Local Authority Mortgage Loans of £18,000.

In the past, the charity acquired 23 acres of reclaimed grazing land at Gillingdrove, Chislet Marsh, Kent by bequest. No record of the value of this land has been kept so it is not included in cost but a small amount of rent is received annually (see note 3).

Plant and equipment includes the cost of the new boilers and the upgraded alarm system.

DORKING CHARITY
NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2021

9. INVESTMENTS

	Listed Investments £
MARKET VALUE	
At 1 st January 2021	492,861
Additions	59,885
Revaluations	49,178
	<u>601,924</u>

10. DEBTORS

	31/12/21 £	31/12/20 £
Prepayments	3,065	2,504
Other Debtors	5,700	7,538
	<u>8,765</u>	<u>10,042</u>

11. CREDITORS

Amounts falling due within one year

	31/12/21 £	31/12/20 £
Other creditors	<u>5,052</u>	<u>7,945</u>

12. RESERVES

	General Fund £	Trust Fund £	Cyclical Repairs Reserve £	2021 TOTAL £	2020 TOTAL £
At 1 st January	1,383,901	10,749	16,338	1,410,988	1,310,746
Income	151,374			151,374	146,298
Expenses	(97,337)			(97,337)	(73,468)
Revaluation of investments	48,376	802		49,178	27,412
At 31 st December	<u>1,486,314</u>	<u>11,551</u>	<u>16,388</u>	<u>1,514,203</u>	<u>1,410,988</u>

The Cyclical Repairs Reserve was set up to provide for those items of ordinary maintenance and repair of the Almshouses and other property recurring at infrequent intervals.

