

BURLEY HOUSES

England & Wales · Charity number 207681

Details

Other names	BURLEY'S ALMSHOUSES
Status	Registered
Legal form	Other
Registered	1962-02-13
Register	View on the Charity Commission register

Contact

Address	67 Ankle Hill Melton Mowbray LE13 0QJ
Phone	01664566844

Activities

Objects: INCOME TO BE APPLIED FOR THE PROVISION AND MAINTENANCE OF ALMSHOUSES AND FOR THE BENEFIT OF THE RESIDENTS IN THE ALMSHOUSES WHO SHALL BE POOR WOMEN WHO - (1) HAVE LIVED IN THE COUNTY OF LEICESTERSHIRE FOR A PERIOD OF TEN YEARS, OR (2) HAVE HAD OR HAVE A HUSBAND WHO WAS EITHER BORN IN THE SAID COUNTY OR WHO HAS LIVED THERE FOR A PERIOD OF TEN YEARS, OR (3) HAVE HAD OR HAVE A PARENT WHO WAS EITHER BORN IN THE SAID COUNTY OR WHO HAS LIVED THERE FOR A PERIOD OF TEN YEARS. PROVIDED THAT PREFERENCE SHALL BE GIVEN TO WIDOWS OR DAUGHTERS OF PROFESSIONAL MEN INCLUDING ARTISTS AND LITERARY MEN.

Activities: The provision of residential property to residents who shall be poor women who1. have lived in Leicestershire for a period of ten years, or2. have had a husband who was either born in the County or has lived there for a period of ten years, or3. have had a parent who was either born in the County or has lived there for a period of ten years.

Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** Accommodation/housing
- **Who:** Other Defined Groups

Geography

- **Area of benefit:** COUNTY OF LEICESTERSHIRE
- Leicestershire

Finances

Period end	Income	Expenditure	Assets	Employees
2025-06-30	£88,335	£59,146	-	-
2024-06-30	£83,562	£287,605	-	-
2023-06-30	£76,657	£304,897	-	-
2022-06-30	£72,022	£62,930	-	-
2021-06-30	£71,245	£21,312	-	-

Trustees

Name	Role	Appointed
Catherine Anne Gray		2024-11-07
Graham Andrew Frank Smith Mr		2025-10-14
Janet Marie Gaskell		2015-08-18
MR K R HARKNESS		
Peter Charles Osborne		2024-11-13

BURLEY HOUSES

England & Wales - Charity number 207681

Accounts

BURLEY HOUSES
TRUSTEES' REPORT
AND ACCOUNTS
FOR THE YEAR ENDED
30 JUNE 2025

BURLEY HOUSES
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Objectives and Activities

<p>The objective of the Charity is the provision of residential property to residents who shall be poor women who:</p> <p>(1) have lived in the County of Leicestershire for a period of ten years, or;</p> <p>(2) have had or have a husband who was either born in the said county or who has lived there for a period of ten years, or</p> <p>(3) have had or have a parent who was either born in the said county or who has lived there for a period of ten years.</p> <p>Preference shall be given to widows or daughters of professional men including artists and literary men.</p>	<p>Summary of the purposes of the charity as set out in its governing document</p>
<p>The Charity provides 14 affordable housing units for poor women.</p> <p>The property maintenance contractors are monitored to ensure that general repairs are dealt with to the Trustees' expectations.</p> <p>A waiting list for tenancy is maintained.</p>	<p>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p>
<p>The Trustees confirm that when planning the activities for the year and exercising their duties, they have had regard to the guidance issued by the Charity Commission on public benefit.</p> <p>Our objects limit the services we provide to poor women with a connection to Leicestershire but this is deemed to be a sufficient section of the public.</p>	<p>Statement confirming whether the Trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>

Additional information(optional)

<p>Optional</p>	<p>Policy on grant making</p>
<p>Optional</p>	<p>Policy on social investment including programme related investment</p>
<p>Optional</p>	<p>Contribution made by volunteers</p>
<p>Optional</p>	<p>Other</p>

Achievements and Performance

<p>Summary of the main achievements of the charity during the year</p>	<p>PROPERTIES</p> <p>The property manager continues to carry out quarterly inspections of all the properties. At the time of writing this report the Trustees are in the process of appointing a new property manager to take over from 1st January 2026. The major damp proofing work mentioned in last year's report has been completed throughout the building. The relaying of the paving at the front of the property has been completed.</p> <p>Charnwood Lifetime (Charnwood Borough Council) continues to monitor a number of the residents by electronic communications and a weekly Warden visit for those residents who agree to have it. The more active residents have declined to take this up.</p> <p>RESIDENTS</p> <p>Due to changes of residents during the year there have been periods when some properties have been vacant. However, at the time of writing this report thirteen of the fourteen properties are occupied. Some of the occupants continue to take part in the maintenance of the gardens. The usual half yearly meetings with the residents during the year have taken place.</p> <p>SOCIAL EVENTS</p> <p>A small Christmas get together was also held in December, however this was only attended by three Trustees and five residents.</p> <p>GROUNDS</p> <p>Garden contractors continue to maintain the grounds in an excellent manner.</p>
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Financial Review

<p>Review of the charity's financial position at the end of the period</p>	<p>The Trustees' Report has been drawn up in accordance with the FRS 102 SORP (2019). The accounts have been drawn up in accordance with CC16 - see accounts on pages 8-10. Cash funds held at 30 June 2025 amounted to £316,794. Thirteen of the fourteen available housing units within Burley Houses were fully occupied at the time of writing this report. All the work outstanding at the end of last year was satisfactorily completed.</p>
<p>Statement explaining the policy for holding reserves stating why they are held</p>	<p>The Trustees maintain the reserves to ensure that day to day running maintenance is covered. In addition, the Trustees maintain a sufficient balance in reserves to meet planned major repairs and maintenance. The Trustees are permanently aware that with a building of almost 100 years old, maintenance is an ongoing feature of the running of the Charity to ensure that residents are as comfortable as possible.</p>
<p>Amount of reserves held</p>	<p>£316,794</p>
<p>Explanation of any uncertainties about the charity continuing as a going concern</p>	<p>At the time of approving these accounts the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operation for the foreseeable future. The Trustees do not consider there to be any uncertainties about the Charity continuing as a going concern.</p>
<p>Additional information (optional)</p>	
<p>A description of the principal risks facing the charity</p>	<p>The Trustee board is aware of all risks to which the charity is exposed, and these are reviewed regularly.</p>
<p>Plans for the future</p>	<p>The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. Sufficient funds are available for works to be carried out on the building as outlined above.</p>
<p></p>	<p>At the time of writing this report the Trustees are in the process of appointing a new property manager to take over from 1st January 2026.</p>

Structure, Governance and Management

Description of charity's trusts:

<p>The Charity is administered and managed by the Trustees subject to the Trust Deed. The Trustees adopted a new trust deed on 30 September 2024. This has been submitted to the Charity Commission for approval and registration as the Governing Document.</p>	<p>Type of governing document</p>
<p>Unincorporated Association. The Trustees had resolved to pursue becoming a Charitable Incorporated Organisation but have now decided to leave the structure as it is and take out insurance to protect the Trustees' position.</p>	<p>How is the charity constituted?</p>
<p>The body of Trustees when complete shall consist of six competent persons being: One Nominative Trustee and Five Co-optative Trustees. The Nominative Trustees shall be appointed by Charnwood Borough Council. Appointment of the Trustees is governed by the Trust Deed of the Charity. The Board of Trustees is authorised to appoint new Trustees to fill vacancies arising through resignation or death of an existing Trustee. Each appointment shall be made for a term of four years at a meeting convened and held according to the ordinary practice of the appointing council. The chairman of the meeting shall cause the name of each person appointed to be notified forthwith to the Trustees or their clerk. The person appointed may be but need not be a member of the appointing council. The Co-optative Trustees shall be persons who through residence, occupation or employment, or otherwise have special knowledge of the County of Leicestershire. Every Co-optative Trustee shall be appointed for a term of five years by a resolution of the Trustees passed at a special meeting of which not less than 21 days notice has been given and may be so appointed not more than one month before the term of an existing Co-optative Trustee expires with effect from the date of expiry but so that the latter shall not vote on the matter.</p>	<p>Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees</p>

Additional governance issues (optional information)

<p>Policies and procedures adopted for the induction and training of trustees</p>	
<p>The charity's organisational structure and any wider network with which the Trustees have met several times this year in addition to the regular quarterly meetings at the property. During the year Mr TRG Heap was unable to attend due to illness and Mr KR Harkness was appointed as Acting Chairman.</p>	<p>Relationship with any related parties</p>

Reference and Administrative details

Charity name	Burley Houses
Other names charity is known by	None
Registered charity number	207681
Charity's principal address	Orchard House 67 Ankle Hill Melton Mowbray Leics LE13 0QJ

Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year
1	Mr TRG Heap	Chairman until deceased 11 March 2025
2	Mr KR Harkness	Treasurer, then Chairman from 11 March 2025
3	Mrs J Gaskell	
4	Mr I Bowler	Resigned 1 October 2025
5	Mr P Osborne	Appointed 13 November 2024
6	Mr GR Smith	Appointed 14 October 2025
7	Mrs CA Gray	Charwood Borough Council - Nominative Trustee (Appointed 7 November 2024)

Name of the trustees for the charity, if any, (for example, any custodial trustees)

Name	Dates acted if not for whole year
None	

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
Bankers	Barclays Bank plc	1-3 Haymarket Towers, Humberstone Gate, Leicester, LE1 1WA

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	Details of arrangements for safe custody and segregation of such assets from the charity's own assets
None	None	Not applicable.

BURLEY HOUSES

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 JUNE 2025

Charity registration number: 207681

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<i>Keith Richard Harkness</i>
Full name(s)	Mr KR Harkness
Position (eg Secretary, Chair, etc)	Chairman
Date	17 March 2026

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURLEY HOUSES

I report to the Charity Trustees on my examination of the accounts of the charity for the year ended 30 June 2025 which are set out pages 8 to 10.

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 Charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records

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.

Signed	P T Barnett	Date	17 March 2026
Name	Paul Barnett of Newby Castleman LLP		
Relevant professional	FCCA		
Address	West Walk Building 110 Regent Road Leicester LE1 7LT		

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
M&G Investment Fund income	2,990			2,990	2,954
COIF Share income	960			960	939
Building society interest	3,816			3,816	5,228
Bank interest	1,360			1,360	1,680
Contributions from residents	78,994			78,994	72,376
Contributions from residents received in advance	95			95	25
Contribution from residents received in arrears	120			120	360
Sub total (Gross income for AR)	88,335	-	-	88,335	83,562
A2 Asset and investment sales, etc.	-	-	-	-	-
Total receipts	88,335	-	-	88,335	83,562

BURLEY HOUSES

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2025

Charity registration number: 207681

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
Upkeep of buildings and grounds:					
- Repairs and maintenance	21,924			21,924	61,702
- Paving	9,562			9,562	-
- Maintenance of grounds	10,418			10,418	9,544
- Damp proofing	-			-	8,037
- CCTV costs	-			-	2,204
Light and heat	207			207	938
Insurance	-			-	5,695
Water rates	139			139	157
Postage and stationery	-			-	87
Independent examination fees	1,500			1,500	1,500
Subscription to Almshouses Association	419			419	407
Council Tax	1,492			1,492	1,850
Christmas/Birthday gifts/cards to residents	53			53	21
Miscellaneous	21			21	35
Charmwood Lfeline	1,906			1,906	1,562
Bank charges	52			52	95
SLC Property Management fees	11,400			11,400	11,400
Refund of resident contributions	53			53	494
Sub total	59,146	-	-	59,146	105,728
A4 Asset and investment purchases	-	-	-	-	-
Total payments	59,146			59,146	105,728
Net of receipts/(payments)	29,189	-	-	29,189	(22,166)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	287,605	-	-	287,605	309,771
Cash funds this year end	316,794	-	-	316,794	287,605

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Bank Plc Market Harbour Building Society Loughborough Building Society	139,099 85,000 92,695	-	-
	Total cash funds	316,794	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Prepayments Accrued income	Unrestricted Unrestricted	760 782	
B3 Investment assets	M & G Investments - Charity Multi asset Fund COIF Charities Investment Fund	Unrestricted Unrestricted	24,810 42,950	70,567 441,051
B4 Assets retained for the charity's own use	Freehold land and buildings	Unrestricted	20,738	
B5 Liabilities	Independent examination accrual Accruals Deferred income	Unrestricted Unrestricted Unrestricted	1,500 81 762	
Signed by one or two trustees on behalf of all the trustees	Signature <i>Keith Richard Harkness</i>	Print Name Mr KR Harkness	Date of approval 17 Mar 2026	

BURLEY HOUSES

England & Wales - Charity number 207681

Accounts

Charity registration number: 207681

**BURLEY HOUSES
TRUSTEES' REPORT
AND ACCOUNTS
FOR THE YEAR ENDED
30 JUNE 2024**

BURLEY HOUSES

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BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2024**

Charity registration number: 207681

Achievements and Performance

<p>Summary of the main achievements of the charity during the year</p>	<p>SOCIAL EVENTS A small Christmas get together was held in December, however this was only attended by three Trustees and five residents.</p> <p>PROPERTIES The property manager continues to carry out quarterly inspections of all the properties. The major damp proofing work mentioned in last year's report has been completed throughout the building. The relaying of the paving at the front of the property has been completed.</p> <p>Charnwood Lifeline (Charnwood Borough Council) continues to monitor a number of the residents by electronic communications and a weekly Warden visit for those residents who agree to have it. The more active residents have declined to take this up.</p> <p>GROUNDS Garden contractors continue to maintain the grounds in an excellent manor. The new flower gardener proved very successful.</p> <p>RESIDENTS Due to changes of residents during the year there have been periods when some properties have been vacant. However, at the time of writing this report all fourteen properties are occupied. Some of the occupants continue to take part in the maintenance of the gardens. The usual half yearly meetings with the residents during the year have taken place.</p>
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BURLEY HOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2024

Charity registration number: 207681

Financial Review

Review of the charity's financial position at the end of the period	<p>The Trustees' Report has been drawn up in accordance with the FRS 102 SORP (2019). The accounts have been drawn up in accordance with CC16 - see accounts on pages 8-10.</p> <p>Cash funds held at 30 June 2024 amounted to £287,605.</p> <p>All 14 available housing units within Burley Houses were fully occupied at the time of writing this report.</p>
Statement explaining the policy for holding reserves stating why they are held	<p>The Trustees maintain the reserves to ensure that day to day running maintenance is covered. In addition, the Trustees maintain a sufficient balance in reserves to meet planned major repairs and maintenance. The Trustees are permanently aware that with a building of almost 100 years old maintenance is an ongoing feature of the running of the Charity to ensure that residents are as comfortable as possible.</p>
Amount of reserves held	£287,605
Explanation of any uncertainties about the charity continuing as a going concern	<p>At the time of approving these accounts the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operation for the foreseeable future. The Trustees do not consider there to be any uncertainties about the Charity continuing as a going concern.</p>

Additional information (optional)

A description of the principal risks facing the charity	<p>The Trustee board is aware of all risks to which the charity is exposed, and these are reviewed regularly. Key risks are considered to be the safety of the residents on the property and data protection. Systems are in place to mitigate these risks.</p>
Plans for the future	<p>The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. Sufficient funds are available for works to be carried out as outlined above.</p>

BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2024**

Charity registration number: 207681

Structure, Governance and Management

Description of charity's trusts:

Type of governing document	The Charity is administered and managed by the Trustees subject to the Trust Deed. The Trustees adopted a new trust deed on 30 September 2024. This has been submitted to the Charity Commission for approval and registration as the Governing Document.
How is the charity constituted?	Unincorporated Association. The Trustees had resolved to pursue becoming a Charitable Incorporated Organisation but have now decided to leave the structure as it is and take out insurance to protect the Trustees' position.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	<p>The body of Trustees when complete shall consist of six competent persons being: One Nominative Trustee and Five Co-optative Trustees.</p> <p>The Nominative Trustees shall be appointed by Charnwood Borough Council.</p> <p>Appointment of the Trustees is governed by the Trust Deed of the Charity. The Board of Trustees is authorised to appoint new Trustees to fill vacancies arising through resignation or death of an existing Trustee.</p> <p>Each appointment shall be made for a term of four years at a meeting convened and held according to the ordinary practice of the appointing council. The chairman of the meeting shall cause the name of each person appointed to be notified forthwith to the Trustees or their clerk. The person appointed may be but need not be a member of the appointing council.</p> <p>The Co-optative Trustees shall be persons who through residence, occupation or employment, or otherwise have special knowledge of the County of Leicestershire.</p> <p>Every Co-optative Trustee shall be appointed for a term of five years by a resolution of the Trustees passed at a special meeting of which not less than 21 days notice has been given and may be so appointed not more than one month before the term of an existing Co-optative Trustee expires with effect from the date of expiry but so that the latter shall not vote on the matter.</p>

Additional governance issues (optional information)

Policies and procedures adopted for the induction and training of trustees	
The charity's organisational structure and any wider network with which the charity works	The Trustees have met four times at regular quarterly meetings and have also met on a number of additional occasions to discuss the work being carried out at the property. During the year Mr TRG Heap was unable to attend due to illness and Mr KR Harkness was appointed as Acting Chairman.
Relationship with any related parties	

BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2024**

Charity registration number: 207681

Reference and Administrative details

Charity name	Burley Houses
Other names charity is known by	None
Registered charity number	207681
Charity's principal address	6 Conery Lane Enderby Leicester LE19 4AB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Mr TRG Heap	Chairman	until deceased 11 March 2025
2	Mr KR Harkness	Treasurer, and Acting Chairman	from 11 March 2025
3	Mrs J Gaskell		
4	Mr I Bowler		
5	Mr P Osborne	Appointed	13 November 2024
6	Mrs CA Gray	Charnwood Borough Council - Nominative Trustee	(Appointed 7 November 2024)

Name of the trustees for the charity, if any, (for example, any custodial trustees)

	Name	Dates acted if not for whole year
	None	

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
Bankers	Barclays Bank plc	1-3 Haymarket Towers, Humberstone Gate, Leicester, LE1 1WA

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable.

BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2024**

Charity registration number: 207681

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

Keith Richard Harkness

Full name(s)

Mr KR Harkness

Position (eg Secretary, Chair, etc)

Acting Chairman

Date

04 April 2025

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURLEY HOUSES

I report to the Charity Trustees on my examination of the accounts of the charity for the year ended 30 June 2024 which are set out pages 8 to 10.

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 Charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records

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.

Signed

P Barnett

Date

04 April 2025

Name

Paul Barnett of Newby Castleman LLP

Relevant professional

FCCA

Address

West Walk Building
110 Regent Road
Leicester
LE1 7LT

BURLEY HOUSES

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2024**

Charity registration number: 207681

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
M&G Investment Fund income	2,954			2,954	2,584
COIF Share income	939			939	935
Building society interest	5,228			5,228	1,082
Bank interest	1,680			1,680	1,167
Raffle income	-			-	66
Contributions from residents	72,376			72,376	70,171
Contribution from residents received in advance	25			25	56
Contribution from residents received in arrears	360			360	596
Sub total (Gross income for AR)	83,562	-	-	83,562	76,657
A2 Asset and investment sales, etc.	-	-	-	-	-
Total receipts	83,562	-	-	83,562	76,657

BURLEY HOUSES

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2024

Charity registration number: 207681

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A3 Payments					
Upkeep of buildings and grounds:					
- Repairs and maintenance	61,702			61,702	21,663
- Maintenance of grounds	9,544			9,544	12,071
- Plumbing work	-			-	39,150
- Roof work	-			-	131,250
- Boiler work	-			-	22,110
- Shower work	-			-	20,498
- Guttering work	-			-	19,521
- Electrical work	-			-	15,565
- Damp proofing	8,037			8,037	-
- CCTV costs	2,204			2,204	6,543
Light and heat	938			938	169
Insurance	5,695			5,695	-
Water rates	157			157	87
Postage and stationery	87			87	-
Independent examination fees	1,500			1,500	1,500
Subscription to Almshouses Association	407			407	233
Council Tax	1,850			1,850	706
Christmas/Birthday gifts/cards to residents	21			21	360
Miscellaneous	35			35	169
Charnwood Lifeline	1,562			1,562	1,692
Bank charges	95			95	110
SLC Property Management fees	11,400			11,400	11,400
Refund of resident contributions	494			494	-
Donations	-			-	100
Sub total	105,728	-	-	105,728	304,897
A4 Asset and investment purchases	-	-	-	-	-
Total payments	105,728			105,728	304,897
Net of receipts/(payments)	(22,166)	-	-	(22,166)	(228,240)
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	309,771			309,771	538,011
Cash funds this year end	287,605	-	-	287,605	309,771

BURLEY HOUSES

**STATEMENT OF ASSETS AND LIABILITIES
AS AT 30 JUNE 2024**

Charity registration number: **207681**

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Bank Plc	111,741		
	Market Harborough Building Society	85,000		
	Loughborough Building Society	90,864		
	Total cash funds	287,605	-	-
	(agree balances with receipts and payments account(s))			
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B2 Other monetary assets	Prepayments	Unrestricted	3,811	
	Accrued income	Unrestricted	438	
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	M & G Investments - Charity Multi asset Fund	Unrestricted	24,810	68,773
	COIF Charities Investment Fund	Unrestricted	42,950	450,268
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Freehold land and buildings	Unrestricted	20,738	
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Independent examination accrual	Unrestricted	1,500	
	Deferred income	Unrestricted	667	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>Keith Richard Harkness</i>	Mr KR Harkness	4 Apr 2025	

BURLEY HOUSES

England & Wales - Charity number 207681

Accounts

Charity registration number: 207681

**BURLEY HOUSES
TRUSTEES' REPORT
AND ACCOUNTS
FOR THE YEAR ENDED
30 JUNE 2023**

BURLEY HOUSES

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BURLEY HOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2023

Charity registration number: 207681

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	<p>The objective of the Charity is the provision and maintenance of residential property to residents who shall be poor women who:</p> <p>(1) have lived in the County of Leicestershire for a period of ten years, or, (2) have had or have a husband who was either born in the said county or who has lived there for a period of ten years, or (3) have had or have a parent who was either born in the said county or who has lived there for a period of ten years.</p> <p>Preference shall be given to widows or daughters of professional men including artists and literary men.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	<p>The Charity provides 14 affordable housing units for poor women. The property maintenance contractors are monitored to ensure that general repairs are dealt with to the Trustees' expectations. A waiting list for tenancy is maintained.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	<p>The Trustees confirm that when planning the activities for the year and exercising their duties, they have had due regard to the guidance issued by the Charity Commission on public benefit.</p> <p>Our objects limit the services we provide to poor women with a connection to Leicestershire but this is deemed to be a sufficient section of the public.</p>

Additional information(optional)

Policy on grant making	Optional
Policy on social investment including programme related investment	Optional
Contribution made by volunteers	Optional
Other	Optional

BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

Charity registration number: 207681

Achievements and Performance

<p>Summary of the main achievements of the charity during the year</p>	<p>SOCIAL EVENTS A summer garden party was held, and a Christmas get together was also held in early December.</p> <p>PROPERTIES The property manager continues to carry out quarterly inspections of all the properties. Major works of improvement have been carried out during the year costing in excess of £250,000. The principal works have been re-roofing the main building, extensive plumbing improvements including the installation of a number of new showers, replacing the guttering, remedial electrical works, new CCTV system and a start has been made on replacing the older central heating boilers. It is anticipated that next year major damp proofing work will be carried out throughout the building. Our grounds contractor has now had an operation on his hernia and so it is hoped that work can commence on relaying the paving at the front of the property.</p> <p>Charnwood Lifeline (Charnwood Borough Council) continues to monitor a number of the residents by electronic communications and a weekly Warden visit for those residents who agree to have it. The more active residents have declined to take this up.</p> <p>GROUNDS Garden contractors continue to maintain the grounds in an excellent manor. The new flower gardener proved very successful.</p> <p>RESIDENTS Thirteen of the fourteen houses and lodges have been fully allocated throughout the year (subject to one house having a change of occupant). One resident has unfortunately died, but the Trustees do not anticipate any difficulty in allocating the property to someone on the waiting list. Some of the occupants continue to take part in the maintenance of the gardens. The usual half yearly meetings with the residents during the year have taken place.</p>
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BURLEY HOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2023

Charity registration number: 207681

Financial Review

Review of the charity's financial position at the end of the period	<p>The Trustees' Report has been drawn up in accordance with the FRS 102 SORP (2019). The accounts have been drawn up in accordance with CC16 - see accounts on pages 8-10.</p> <p>Cash funds held at 30 June 2023 amounted to £309,771.</p> <p>All 14 available housing units within Burley Houses were fully occupied at the year end, but one resident is currently in care and it is doubtful if she will return.</p>
Statement explaining the policy for holding reserves stating why they are held	<p>The Trustees maintain the reserves to ensure that day to day running maintenance is covered. In addition, the Trustees maintain a sufficient balance in reserves to meet planned major repairs and maintenance. The Trustees are permanently aware that with a building of almost 100 years old maintenance is an ongoing feature of the running of the Charity to ensure that residents are as comfortable as possible.</p>
Amount of reserves held	£309,771
Explanation of any uncertainties about the charity continuing as a going concern	<p>At the time of approving these accounts the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operation for the foreseeable future. The Trustees do not consider there to be any uncertainties about the Charity continuing as a going concern.</p>

Additional information (optional)

A description of the principal risks facing the charity	<p>The Trustee board is aware of all risks to which the charity is exposed, and these are reviewed regularly. Key risks are considered to be the safety of the residents on the property and data protection. Systems are in place to mitigate these risks.</p>
Plans for the future	<p>The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. Sufficient funds are available for works to be carried out as outlined above.</p>

BURLEY HOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2023

Charity registration number: 207681

Structure, Governance and Management

Description of charity's trusts:

Type of governing document	The Charity is administered and managed by the Trustees subject to the Trust Deed.
How is the charity constituted?	Unincorporated Association. The Trustees had resolved to pursue becoming a Charitable Incorporated Organisation but have now decided to leave the structure as it is and take out insurance to protect the Trustees' position.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	<p>The body of Trustees when complete shall consist of six competent persons being:</p> <p>Two Nominative Trustees and Four Co-optative Trustees.</p> <p>The Nominative Trustees shall be appointed as follows:</p> <p>One by Leicester City Council and One by Charnwood Borough Council.</p> <p>Appointment of the Trustees is governed by the Trust Deed of the Charity. The Board of Trustees is authorised to appoint new Trustees to fill vacancies arising through resignation or death of an existing Trustee.</p> <p>Each appointment shall be made for a term of four years at a meeting convened and held according to the ordinary practice of the appointing council. The chairman of the meeting shall cause the name of each person appointed to be notified forthwith to the Trustees or their clerk. The person appointed may be but need not be a member of the appointing council.</p> <p>The Co-optative Trustees shall be persons who through residence, occupation or employment, or otherwise have special knowledge of the County of Leicestershire.</p> <p>Every Co-optative Trustee shall be appointed for a term of five years by a resolution of the Trustees passed at a special meeting of which not less than 21 days notice has been given and may be so appointed not more than one month before the term of an existing Co-optative Trustee expires with effect from the date of expiry but so that the latter shall not vote on the matter.</p> <p>Leicester City Council have declined to nominate a Trustee.</p>

Additional governance issues (optional information)

Policies and procedures adopted for the induction and training of trustees	
The charity's organisational structure and any wider network with which the charity works	The Trustees have met four times at regular quarterly meetings and have also met on a number of additional occasions to discuss the work being carried out at the property.
Relationship with any related parties	

BURLEY HOUSES**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2023**Charity registration number: **207681****Reference and Administrative details**

Charity name	Burley Houses
Other names charity is known by	None
Registered charity number	207681
Charity's principal address	6 Conery Lane Enderby Leicester LE19 4AB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Mr TRG Heap	Chairman	
2	Mr KR Harkness	Treasurer	
3	Mrs J Gaskell		
4	Mr I Bowler	(Appointed 12 July 2022)	
5	Cllr J Howe	Charnwood Borough Council - Nominative Trustee	(Resigned 8 May 2023)

Name of the trustees for the charity, if any, (for example, any custodial trustees)

	Name	Dates acted if not for whole year
	None	

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
Bankers	Barclays Bank plc	1-3 Haymarket Towers, Humberstone Gate, Leicester, LE1 1WA

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable.

BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2023**

Charity registration number: 207681

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

TRG Heap

Full name(s)

Mr TRG Heap

Position (eg Secretary, Chair, etc)

Chairman

Date

09 January 2024

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURLEY HOUSES

I report to the Charity Trustees on my examination of the accounts of the charity for the year ended 30 June 2023 which are set out pages 8 to 10.

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 Charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records

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.

Signed	P Barnett	Date	10 January 2024
Name	Paul Barnett of Newby Castleman LLP		
Relevant professional	FCCA		
Address	West Walk Building 110 Regent Road Leicester LE1 7LT		

BURLEY HOUSES

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2023**

Charity registration number: 207681

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
M&G Investment Fund income	2,584			2,584	2,436
COIF Share income	935			935	923
Building society interest	1,082			1,082	698
Bank interest	1,167			1,167	914
Raffle income	66			66	-
Contributions from residents	70,171			70,171	66,881
Contribution from residents received in advance	56			56	170
Contribution from residents received in arrears	596			596	-
Sub total (Gross income for AR)	76,657	-	-	76,657	72,022
A2 Asset and investment sales, etc.	-	-	-	-	-
Total receipts	76,657	-	-	76,657	72,022

BURLEY HOUSES

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2023**

Charity registration number: 207681

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A3 Payments					
Upkeep of buildings and grounds:					
- Repairs and maintenance	21,663			21,663	38,874
- Maintenance of grounds	12,071			12,071	11,496
- Plumbing work	39,150			39,150	-
- Roof work	131,250			131,250	-
- Boiler work	22,110			22,110	-
- Shower work	20,498			20,498	-
- Guttering work	19,521			19,521	-
- Electrical work	15,565			15,565	-
- CCTV costs	6,543			6,543	-
Light and heat	169			169	51
Insurance	-			-	2,160
Water rates	87			87	113
Postage and stationery	-			-	44
Independent examination fees	1,500			1,500	1,500
Subscription to Almshouses Association	233			233	222
Council Tax	706			706	67
Christmas gifts to residents	360			360	420
Miscellaneous	169			169	156
Charnwood Lifeline	1,692			1,692	2,908
Bank charges	110			110	119
SLC Property Management fees	11,400			11,400	2,850
SLC setting up fee	-			-	1,950
Donations	100			100	-
Sub total	304,897	-	-	304,897	62,930
A4 Asset and investment purchases	-	-	-	-	-
Total payments	304,897			304,897	62,930
Net of receipts/(payments)	(228,240)	-	-	(228,240)	9,092
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	538,011			538,011	528,919
Cash funds this year end	309,771	-	-	309,771	538,011

BURLEY HOUSES

STATEMENT OF ASSETS AND LIABILITIES
AS AT 30 JUNE 2023

Charity registration number: 207681

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Bank Plc	135,704		
	Market Harborough Building Society	85,000		
	Loughborough Building Society	89,067		
	Total cash funds	309,771	-	-
	(agree balances with receipts and payments account(s))	-		
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B2 Other monetary assets	Prepayments	Unrestricted	760	
	Accrued income	Unrestricted	1,003	
	Interest receivable	Unrestricted	1,271	
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	M & G Investments - Charity Multi asset Fund	Unrestricted	24,810	64,564
	COIF Charities Investment Fund	Unrestricted	42,950	405,780
	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Freehold land and buildings	Unrestricted	20,738	
	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Independent examination accrual	Unrestricted	1,500	
	Deferred income	Unrestricted	771	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	TRG Heap	Mr TRG Heap	9 Jan 2024	

BURLEY HOUSES

England & Wales - Charity number 207681

Accounts

Charity registration number: 207681

BURLEY HOUSES
TRUSTEES' REPORT
AND ACCOUNTS
FOR THE YEAR ENDED
30 JUNE 2022

BURLEY HOUSES

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BURLEY HOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2022

Charity registration number: 207681

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	<p>The objective of the Charity is the provision and maintenance of residential property to residents who shall be poor women who:</p> <p>(1) have lived in the County of Leicestershire for a period of ten years, or, (2) have had or have a husband who was either born in the said county or who has lived there for a period of ten years, or (3) have had or have a parent who was either born in the said county or who has lived there for a period of ten years.</p> <p>Preference shall be given to widows or daughters of professional men including artists and literary men.</p>
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	<p>The Charity provides 14 affordable housing units for poor women. The property maintenance contractors are monitored to ensure that general repairs are dealt with to the Trustees' expectations. A waiting list for tenancy is maintained.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	<p>The Trustees confirm that when planning the activities for the year and exercising their duties, they have had due regard to the guidance issued by the Charity Commission on public benefit.</p> <p>Our objects limit the services we provide to poor women with a connection to Leicestershire but this is deemed to be a sufficient section of the public.</p>

Additional information(optional)

Policy on grant making	Optional
Policy on social investment including programme related investment	Optional
Contribution made by volunteers	Optional
Other	Optional

BURLEY HOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2022

Charity registration number: 207681

Achievements and Performance

Summary of the main achievements of the charity during the year	<p>SOCIAL EVENTS Due to a natural reluctance to mix socially following the pandemic, it has not been possible to organise social events for the residents this year.</p> <p>PROPERTIES A property manager was appointed during the year and this has proved to be very successful. She now carries out quarterly inspections of all the properties. Some works of improvement have been carried out and it is anticipated that next year major work will be carried out to the main roof and also an upgrade of the shower rooms and central heating systems will be undertaken. Major work to the drains has been completed at a cost in excess of £18,000.</p> <p>Charnwood Lifeline (Charnwood Borough Council) continues to monitor a number of the residents by electronic communications and a weekly Warden visit for those residents who agree to have it. The more active residents have declined to take this up.</p> <p>GROUNDS Garden contractors continue to maintain the grounds in an excellent manner. A new flower gardener has been contracted as a replacement for the previous one. This has resulted in a much improved look to the flower beds.</p> <p>RESIDENTS All the houses have been fully occupied throughout the year (subject to one house having a change of occupant). Many of the occupants continue to take part in the maintenance of the gardens. The usual half-yearly meetings with the residents during the year have been resumed following Covid.</p>
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BURLEY HOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2022

Charity registration number: 207681

Financial Review

Review of the charity's financial position at the end of the period	<p>The Trustees' Report has been drawn up in accordance with the FRS 102 SORP (2019). The accounts have been drawn up in accordance with CC16 - see accounts on pages 7-10.</p> <p>Cash funds held at 30 June 2022 amounted to £538,011.</p> <p>All 14 available housing units within Burley Houses were fully occupied at the year end.</p>
Statement explaining the policy for holding reserves stating why they are held	<p>The Trustees maintain the reserves to ensure that day to day running maintenance is covered. In addition, the Trustees maintain a sufficient balance in reserves to meet planned major repairs and maintenance. They are conscious that a major roof repair and upgrade anticipated to cost approximately £200,000 is looming as the main building roof was not included in the previous re-roofing project. The Trustees are permanently aware that with a building of almost 100 years old maintenance is an ongoing feature of the running of the Charity to ensure that residents are as comfortable as possible. Unfortunately the roof work has been delayed by the Coronavirus pandemic.</p>
Amount of reserves held	£538,011
Explanation of any uncertainties about the charity continuing as a going concern	<p>At the time of approving these accounts the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operation for the foreseeable future. The Trustees do not consider there to be any uncertainties about the Charity continuing as a going concern.</p>

Additional information (optional)

A description of the principal risks facing the charity	<p>The Trustee Board considers the risks to which the Charity is exposed and reviews these risks on a regular basis. Key risks are considered to be the safety of the residents on the property and data protection. Systems are in place to mitigate these risks.</p>
Plans for the future	<p>The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. Sufficient funds are available for major work to be carried out to repair and upgrade the roof on the main building, and the plumbing work as outlined above as reported last year, it has also become apparent that major work is needed to the pathways around the property but due to illness in our contractor this has been delayed, and it is now hoped that these will all be re-laid during the coming year.</p>

BURLEY HOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2022

Charity registration number: 207681

Structure, Governance and Management

Description of charity's trusts:

Type of governing document	The Charity is administered and managed by the Trustees subject to the Trust Deed.
How is the charity constituted?	Unincorporated Association. The Trustees had resolved to persue becoming a Charitable Incorporated Organisation but have now decided to leave the structure as it is and take out insurance to protect the Trustees' position.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	<p>The body of Trustees when complete shall consist of six competent persons being:</p> <p>Two Nominative Trustees and Four Co-optative Trustees.</p> <p>The Nominative Trustees shall be appointed as follows:</p> <p>One by Leicester City Council and One by Charnwood Borough Council.</p> <p>Appointment of the Trustees is governed by the Trust Deed of the Charity. The Board of Trustees is authorised to appoint new Trustees to fill vacancies arising through resignation or death of an existing Trustee.</p> <p>Each appointment shall be made for a term of four years at a meeting convened and held according to the ordinary practice of the appointing council. The chairman of the meeting shall cause the name of each person appointed to be notified forthwith to the Trustees or their clerk. The person appointed may be but need not be a member of the appointing council.</p> <p>The Co-optative Trustees shall be persons who through residence, occupation or employment, or otherwise have special knowledge of the County of Leicestershire.</p> <p>Every Co-optative Trustee shall be appointed for a term of five years by a resolution of the Trustees passed at a special meeting of which not less than 21 days notice has been given and may be so appointed not more than one month before the term of an existing Co-optative Trustee expires with effect from the date of expiry but so that the latter shall not vote on the matter.</p> <p>Leicester City Council have declined to nominate a Trustee.</p>

Additional governance issues (optional information)

Policies and procedures adopted for the induction and training of trustees	
The charity's organisational structure and any wider network with which the charity works	The Trustees were able to resume meeting in committee again following the Covid Pandemic and met four times at regular quarterly meetings.
Relationship with any related parties	

BURLEY HOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 30 JUNE 2022

Charity registration number: 207681

Reference and Administrative details

Charity name	Burley Houses
Other names charity is known by	None
Registered charity number	207681
Charity's principal address	6 Conery Lane Enderby Leicester LE19 4AB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Mr TRG Heap	Chairman	
2	Mr KR Harkness	Treasurer	
3	Mr J Williams	(Resigned 11th October 2021)	
4	Mrs J Gaskell		
5	Mr I Bowler	(Appointed 12th July 2022)	
6	Cllr J Howe	Charnwood Borough Council - Nominative Trustee	

Name of the trustees for the charity, if any, (for example, any custodial trustees)

	Name	Dates acted if not for whole year
	None	

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
Bankers	Barclays Bank plc	1-3 Haymarket Towers, Humberstone Gate, Leicester, LE1 1WA

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable.

BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2022**

Charity registration number: 207681

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

TRG Heap

Full name(s)

Mr TRG Heap

Position (eg Secretary, Chair, etc)

Chairman

Date

04 December 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURLEY HOUSES

I report to the Charity Trustees on my examination of the accounts of the charity for the year ended 30 June 2022 which are set out pages 8 to 10.

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 Charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records

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.

Signed	<input type="text" value="P Barnett"/>	Date	<input type="text" value="06 December 2022"/>
Name	<input type="text" value="Paul Barnett of Newby Castleman LLP"/>		
Relevant professional	<input type="text" value="FCCA"/>		
Address	<input type="text" value="West Walk Building
110 Regent Road
Leicester
LE1 7LT"/>		

BURLEY HOUSES

**RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2022**

Charity registration number: 207681

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
M&G Investment Fund income	2,436			2,436	2,584
COIF Share income	923			923	899
Building society interest	698			698	1,755
Bank interest	914			914	70
Contributions from residents	66,881			66,881	65,900
Contribution from residents received in advance	170			170	37
Fundraising	-			-	-
Sub total (Gross income for AR)	72,022	-	-	72,022	71,245
A2 Asset and investment sales, etc.	-	-	-	-	-
Total receipts	72,022	-	-	72,022	71,245

BURLEY HOUSES

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2022

Charity registration number: 207681

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A3 Payments					
Upkeep of buildings and grounds:					
- Repairs and maintenance	38,874			38,874	5,973
- Maintenance of grounds	11,496			11,496	8,396
Light and heat	51			51	148
Insurance	2,160			2,160	1,992
Water rates	113			113	88
Professional fees	-			-	60
Postage and stationery	44			44	50
Independent examination fees	1,500			1,500	1,500
Subscription to Almshouses Association	222			222	216
Council Tax	67			67	135
Christmas gifts to residents	420			420	420
Miscellaneous	156			156	-
Charnwood Lifeline	2,908			2,908	2,086
Bank charges	119			119	77
SLC Property Management fees	2,850			2,850	-
SLC setting up fee	1,950			1,950	-
Refund of residents contributions	-			-	171
Sub total	62,930	-	-	62,930	21,312
A4 Asset and investment purchases	-	-	-	-	-
Total payments	62,930			62,930	21,312
Net of receipts/(payments)	9,092	-	-	9,092	49,933
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	528,919			528,919	478,986
Cash funds this year end	538,011	-	-	538,011	528,919

BURLEY HOUSES

**STATEMENT OF ASSETS AND LIABILITIES
AS AT 30 JUNE 2022**

Charity registration number: **207681**

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Barclays Bank Plc	364,981		
	Market Harborough Building Society	85,000		
	Loughborough Building Society	87,985		
	Petty Cash	45		
	Total cash funds	538,011	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Prepayments	Unrestricted	3,535	
	Interest receivable	Unrestricted	425	
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	M & G Investments - Charity Multi asset Fund	Unrestricted	24,810	64,173
	COIF Charities Investment Fund	Unrestricted	42,950	382,968
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Freehold land and buildings	Unrestricted	20,738	
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Independent examination accrual	Unrestricted	1,500	
	Sundry creditor	Unrestricted	206	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	<i>TRG Heap</i>	Mr TRG Heap	4 Dec 2022	

BURLEY HOUSES

England & Wales - Charity number 207681

Accounts

Charity registration number: 207681

BURLEY HOUSES
TRUSTEES' REPORT
AND ACCOUNTS
FOR THE YEAR ENDED
30 JUNE 2021

BURLEY HOUSES

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BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2021**

Charity registration number: 207681

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document	The objective of the Charity is the provision and maintenance of residential property to residents who shall be poor women who: (1) have lived in the County of Leicestershire for a period of ten years, or, (2) have had or have a husband who was either born in the said county or who has lived there for a period of ten years, or (3) have had or have a parent who was either born in the said county or who has lived there for a period of ten years. Preference shall be given to widows or daughters of professional men including artists and literary men.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	The Charity provides 14 affordable housing units for poor women. The property maintenance contractors are monitored to ensure that general repairs are dealt with to the Trustees' expectations. A waiting list for tenancy is maintained.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	The Trustees confirm that when planning the activities for the year and exercising their duties, they have had due regard to the guidance issued by the Charity Commission on public benefit. Our objects limit the services we provide to poor women with a connection to Leicestershire but this is deemed to be a sufficient section of the public.

Additional information(optional)

Policy on grant making	Optional
Policy on social investment including programme related investment	Optional
Contribution made by volunteers	Optional
Other	Optional

BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2021**

Charity registration number: 207681

Achievements and Performance

<p>Summary of the main achievements of the charity during the year</p>	<p>SOCIAL EVENTS Due to the Coronavirus Lockdown it has again not been possible to hold any social events for the residents this year.</p> <p>PROPERTIES All the work outstanding at the end of last year was satisfactorily completed. Minor works of improvement have been carried out to a number of properties during the year as the opportunity has arisen.</p> <p>Charnwood Lifeline (Charnwood Borough Council) continues to monitor a number of the residents by electronic communications and a weekly Warden visit for those residents who agree to have it. The more active residents have declined to take this up.</p> <p>GROUNDS Garden contractors continue to maintain the grounds in an excellent manor.</p> <p>RESIDENTS All the houses have been fully occupied throughout the year (subject to one house having a change of occupant). Many of the occupants continue to take part in the maintenance of the gardens. Due to COVID the usual meetings with the residents during the year have not been possible.</p>
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BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2021**

Charity registration number: 207681

Financial Review

Review of the charity's financial position at the end of the period	<p>The Trustees' Report has been drawn up in accordance with the FRS 102 SORP (2019). The accounts have been drawn up in accordance with CC16 - see accounts on pages 7-9.</p> <p>Cash funds held at 30 June 2021 amounted to £528,919.</p> <p>All 14 available housing units within Burley Houses were fully occupied at the year end.</p>
Statement explaining the policy for holding reserves stating why they are held	<p>The Trustees maintain the reserves to ensure that day to day running maintenance is covered. In addition, the Trustees maintain a sufficient balance in reserves to meet planned major repairs and maintenance. They are conscious that a major roof repair and upgrade anticipated to cost approximately £200,000 is looming as the main building roof was not included in the previous re-roofing project. The Trustees are permanently aware that with a building of almost 100 years old maintenance is an ongoing feature of the running of the Charity to ensure that residents are as comfortable as possible. Unfortunately the roof work has been delayed by the Coronavirus pandemic.</p>
Amount of reserves held	£528,919
Explanation of any uncertainties about the charity continuing as a going concern	<p>At the time of approving these accounts the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operation for the foreseeable future. The Trustees do not consider there to be any uncertainties about the Charity continuing as a going concern.</p>

Additional information (optional)

A description of the principal risks facing the charity	<p>The Trustee Board considers the risks to which the Charity is exposed and reviews these risks on a regular basis. Key risks are considered to be the safety of the residents on the property and data protection. Systems are in place to mitigate these risks.</p>
Plans for the future	<p>The charity plans continuing the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. Sufficient funds are available for major work to be carried out to repair and upgrade the roof on the main building. Unfortunately this work has been delayed by the Coronavirus pandemic. It has also become apparent that major work is needed to the pathways around the property and it is expected that these will all be relaid during the coming year. It is also expected that work will be needed to deal with tree roots and other problems in the drains of the property.</p>

BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2021**

Charity registration number: 207681

Structure, Governance and Management

Description of charity's trusts:

Type of governing document	The Charity is administered and managed by the Trustees subject to the Trust Deed.
How is the charity constituted?	Unincorporated Association. The Trustees had resolved to persue becoming a Charitable Incorporated Organisation but have now decided to leave the structure as it is and take out insurance to protect the Trustees' position.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	<p>The body of Trustees when complete shall consist of six competent persons being:</p> <p>Two Nominative Trustees and Four Co-optative Trustees.</p> <p>The Nominative Trustees shall be appointed as follows: One by Leicester City Council and One by Charnwood Borough Council.</p> <p>Appointment of the Trustees is governed by the Trust Deed of the Charity. The Board of Trustees is authorized to appoint new Trustees to fill vacancies arising through resignation or death of an existing Trustee.</p> <p>Each appointment shall be made for a term of four years at a meeting convened and held according to the ordinary practice of the appointing council. The chairman of the meeting shall cause the name of each person appointed to be notified forthwith to the Trustees or their clerk. The person appointed may be but need not be a member of the appointing council.</p> <p>The Co-optative Trustees shall be persons who through residence, occupation or employment, or otherwise have special knowledge of the County of Leicestershire.</p> <p>Every Co-optative Trustee shall be appointed for a term of five years by a resolution of the Trustees passed at a special meeting of which not less than 21 days notice has been given and may be so appointed not more than one month before the term of an existing Co-optative Trustee expires with effect from the date of expiry but so that the latter shall not vote on the matter.</p> <p>Leicester City Council have declined to nominate a Trustee.</p>

Additional governance issues (optional information)

Policies and procedures adopted for the induction and training of trustees	Optional
The charity's organisational structure and any wider network with which the charity works	The Trustees did not meet in committee during the year, due to the Covid pandemic. Normally this would have been 4 times at regular quarterly meetings,. However the Trustees have kept in touch regularly by email to discuss any issues relating to Burley Houses.
Relationship with any related parties	Optional

BURLEY HOUSES**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2021**

Charity registration number: 207681

Reference and Administrative details

Charity name	Burley Houses
Other names charity is known by	None
Registered charity number	207681
Charity's principal address	6 Conery Lane Enderby Leicester LE19 4AB

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year
1	Mr TRG Heap	Chairman	
2	Mr KR Harkness	Treasurer	
3	Mr J Williams	(Resigned 11th October 2021)	
4	Mrs J Gaskell		
5	Cllr J Howe	Nominative Trustee	

Name of the trustees for the charity, if any, (for example, any custodial trustees)

	Name	Dates acted if not for whole year
	None	

Names and addresses of advisers (optional information)

Type of adviser	Name	Address
Bankers	NatWest Bank plc	659 Loughborough Road, Birstall, Leicester, LE4 4NT
Bankers	Barclays Bank plc	1-3 Haymarket Towers, Humberstone Gate, Leicester, LE1 1WA

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	None
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	Not applicable.

BURLEY HOUSES

**TRUSTEES' REPORT
FOR THE YEAR ENDED 30 JUNE 2021**

Charity registration number: 207681

Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)

TRG Heap

Full name(s)

Mr TRG Heap

Position (eg Secretary, Chair, etc)

Chairman

Date

01 December 2021

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BURLEY HOUSES

I report to the Charity Trustees on my examination of the accounts of the charity for the year ended 30 June 2021 which are set out pages 8 to 10.

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 Charity's accounts carried out under section 145 of the 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 giving me cause to believe that in any material respect:

- accounting records were not kept in respect of the Charity as required by section 130 of the Act; or
- the accounts do not accord with those records

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.

Signed	P Barnett	Date	03 December 2021
Name	Paul Barnett of Newby Castleman LLP		
Relevant professional	FCCA		
Address	West Walk Building 110 Regent Road Leicester LE1 7LT		

BURLEY HOUSES

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2021

Charity registration number: 207681

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
M&G Investment Fund income	2,584			2,584	2,584
COIF Share income	899			899	881
Building society interest	1,755			1,755	1,648
Bank interest	70			70	575
Contributions from residents	65,900			65,900	65,636
Contribution from residents received in advance	37			37	-
Fundraising	-			-	80
Sub total (Gross income for AR)	71,245	-	-	71,245	71,404
A2 Asset and investment sales, etc.	-	-	-	-	-
Total receipts	71,245	-	-	71,245	71,404

BURLEY HOUSES

RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 30 JUNE 2021

Charity registration number: 207681

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A3 Payments					
Upkeep of buildings and grounds:					
- Repairs and maintenance	5,973			5,973	9,457
- Maintenance of grounds	8,396			8,396	8,414
Light and heat	148			148	-
Insurance	1,992			1,992	1,896
Water rates	88			88	77
Professional fees	60			60	-
Postage and stationery	50			50	58
Independent examination fees	1,500			1,500	1,500
Subscription to Almshouses Association	216			216	210
Council Tax	135			135	-
Christmas gifts to residents	420			420	420
Miscellaneous	-			-	101
Bank charges	77			77	69
Donation	-			-	100
Refund of residents contributions	171			171	-
Charnwood Lifeline	2,086			2,086	1,720
<i>Sub total</i>	21,312	-	-	21,312	24,022
A4 Asset and investment purchases	-	-	-	-	-
Total payments	21,312			21,312	24,022
Net of receipts/(payments)	49,933	-	-	49,933	47,382
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	478,986			478,986	431,604
Cash funds this year end	528,919	-	-	528,919	478,986

BURLEY HOUSES

**STATEMENT OF ASSETS AND LIABILITIES
AS AT 30 JUNE 2021**

Charity registration number: **207681**

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	National Westminster Bank Plc	53,458		
	Market Harborough Building Society	85,000		
	Loughborough Building Society	87,287		
	Barclays Bank Plc	303,168		
	Petty Cash	6		
	Total cash funds	528,919	-	-
	(agree balances with receipts and payments account(s))			
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B2 Other monetary assets	Insurance prepayment	Unrestricted	1,992	
	Interest receivable	Unrestricted	867	
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	M & G Investments - Charity Multi asset Fund	Unrestricted	24,810	65,694
	COIF Charities Investment Fund	Unrestricted	42,950	393,943
		Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Freehold land and buildings	Unrestricted	20,738	
		Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities	Independent examination accrual	Unrestricted	1,500	
	Sundry creditor	Unrestricted	37	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	TRG Heap	Mr TRG Heap	1 Dec 2021	