

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

BURLEY HOUSES
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Objectives and Activities

<p>Summary of the purposes of the charity as set out in its governing document</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>	<p>The objective of the Charity is the provision of residential property to residents who shall be poor women who:</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 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>
<p>Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit</p>	<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)

<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>	<p>Optional</p>

Achievements and Performance	
Summary of the main achievements of the charity during the year	<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 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>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>

Financial Review

Review of the charity's financial position at the end of the period	The Trustees' Report has been drawn up in accordance with the FRS 102 SORP (2019). The accounts have been drawn up in accordance with GC16 - 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.	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.	Amount of reserves held	£316,794	Explanation of any uncertainties about the charity continuing as a going concern
Statement explaining the policy for holding reserves stating why they are held			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.			

Additional information (optional)

A description of the principal risks facing the charity	The Trustee board is aware of all risks to which the charity is exposed, and these are reviewed regularly.	Plans for the future

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	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.
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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 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.
Relationship with any related parties	

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
Mr TRG Heap		Chairman until deceased 11 March 2025
Mr KR Harkness		Treasurer, then Chairman from 11 March 2025
Mrs J Gaskell		
Mr I Bowler		Resigned 1 October 2025
Mr P Osborne		Appointed 13 November 2024
Mr GR Smith		Appointed 14 October 2025
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	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.

Declarations

The trustees declare that they have approved the trustees' report above.
Signed on behalf of the charity's trustees

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

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 A/R)	88,335	-	-	88,335	83,562
A2 Asset and investment sales, etc.	-	-	-	-	-
Total receipts	88,335	-	-	88,335	83,562

A3 Payments		Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
		to the nearest £	to the nearest £	to the nearest £	to the nearest £	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

STATEMENT OF ASSETS AND LIABILITIES
AS AT 30 JUNE 2025

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	139,099		
	Market Harborough Building Society	85,000		
	Loughborough Building Society	92,695		
	Total cash funds	316,794	-	-
(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	760	
	Accrued income	Unrestricted	782	
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	M & G Investments - Charity Multi asset Fund	Unrestricted	24,810	70,567
	COIF Charities Investment Fund	Unrestricted	42,950	441,051
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	
	Accruals	Unrestricted	81	
	Deferred income	Unrestricted	762	
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	17 Mar 2026	