
ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES

Charity number 207870

REPORTS AND FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES

REPORTS AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

Contact Address	Jutogh Whitenap Lane ROMSEY SO51 5RS
Clerk to the Trustees and Administrator	Mrs C A Finch
Treasurer	T M Rogerson FCA
Bankers	CAF Bank Limited 25 Kings Hill Avenue Kings Hill WEST MALLING Kent ME19 4JQ
Independent Examiner	TJA Jones FCA Burridge Hampshire
Investment Managers	CCLA Senator House 85 Queen Victoria Street LONDON EC4V 4ET IFSL Fund Services Marlborough House 59 Chorley New Road BOLTON BL1 4QP

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ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES
TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020

The Trustees present their report together with the financial statements of the Romsey Municipal Charities - Kents Almshouses for the year ended 31 December 2020. The information on the previous page forms part of this report.

REFERENCE AND ADMINISTRATIVE DETAILS

In addition to the information shown on the previous page, the Trustees who served during the year were:

Councillor M G Cooper (*Chairman*)

Mrs F E Marks

Mrs M C Dovey (from 28 August 2020)

S George (from 20 January 2021)

Mrs K A Allen (*Vice Chairman*)

G Alldred

Councillor J Burnage

J Philbin (from 20 January 2021)

All of the Trustees listed above served from 1 January 2020 until the date of this report except as shown above. In addition, P D M Kirkland served until 20 January 2021.

OBJECTIVES AND ACTIVITIES

The objects of the Charity are to provide accommodation to ladies of the town of Romsey in need at the time of assessment. In order to achieve this, the Charity owns, maintains and lets nine units of accommodation for which weekly maintenance and service charges are made which amount to significantly less than the rents charged by private landlords in the area. Trustees visit the residents regularly to ensure that they are not experiencing any problems.

Public Benefit

The Trustees confirm that they have had regard to the guidance on public benefit issued by the Charity Commission and consider that by supplying accommodation in the way explained above they are providing a public benefit.

ACHIEVEMENTS AND PERFORMANCE

The Trustees and Administrator have continued to deal with reactive maintenance as required. They have also continued to make regular contact with the residents and addressed any concerns raised by them. The Annual Lunch for residents and Trustees was held in February, but the usual Summer Tea party could not take place because of the Covid-19 pandemic. There were no accommodation vacancies during the year.

The Trustees and Administrator have also produced a series of policies in accordance with the recommendations of the Almshouse Association. The Trustees appointed a new Treasurer in August 2020 following the resignation of the previous postholder.

FINANCIAL REVIEW

The Statement of Financial Activities is set out on page 4 and shows a surplus for the year before revaluation of investments of £11,508 (2019: a deficit of £5,076). The Charity's investments increased in value by £339 (2019: £68,045), giving total funds at 31 December of £865,006 (2019: £853,159).

Reserves Policy

At 31 December 2020, the Charity had free reserves of £177,342 (2019: £178,475), but as noted in the accounts, the Trustees are repaying a loan from the permanent endowment fund and at 31 December 2020, £29,799 was outstanding leaving free reserves of £147,543 (2019: £148,676). The Trustees consider this to be appropriate given the age and condition of the Charity's properties.

Investment Policy and Returns

Investments continue to be held with CCLA Investment Management and IFSL (on behalf of CAF Investments). The Trustees are satisfied with the performance of these investments during the year.

ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES

TRUSTEES' REPORT FOR THE YEAR ENDED 31 DECEMBER 2020 (continued)

PLANS FOR THE FUTURE

The Trustees plan to continue to fulfil the objectives for which the Charity was created by maintaining its stock of properties in good condition and offering them to potential residents when they become available. Expenditure is planned to renew the provision of heating and hot water in the properties.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Romsey Municipal Charities – Kents Almshouses was established in 1899. The Charity's governing document is its constitution (Trust Deed) which was sealed in 1981, replacing earlier schemes from 1923 and 1970. It was registered with the Charity Commission in 1962.

The Charity is governed by its Trustees, whose names are given on the previous page. The constitution provides for eight Trustees, three of whom are nominative (appointed by Romsey Town Council) and the remaining five are co-optative (appointed by the existing Trustees to bring particular expertise to the Board). Nominative Trustees serve for a term of four years, whilst co-optative Trustees serve a term of five years. In both cases Trustees can be reappointed. Newly appointed Trustees are given appropriate information about the Charity and their responsibilities as a Trustee and all Trustees are offered training as required. During 2020, the Trustees met four times.

The constitution also provides for the appointment of a Clerk to the Trustees to whom an honorarium is paid and who is responsible for day-to-day administration of the Charity. The Trustees have also appointed a Treasurer, who also received an honorarium. Neither the Clerk nor the Treasurer are Trustees.

The Trustees continue to review the major risks to which the Charity is exposed and implement policies and procedures to manage those risks. The Trustees are committed to maintaining the Charity's properties in good condition so that the risks to residents are minimised.

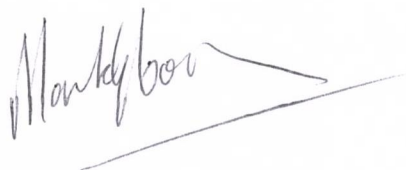
REMUNERATION OF KEY MANAGEMENT PERSONNEL

The only remuneration paid by the Charity are the Honoraria paid to the two officers noted above.

This report and the financial statements have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

APPROVAL

This report was approved by the Trustees on 19th May 2021 and is signed on their behalf by:



Councillor M G Cooper (*Chairman*)

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES**

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31 December 2020, which are set out on pages 4 to 8.

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 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.

An independent examination does not involve gathering all the evidence that would be required for an audit of the accounts in accordance with Auditing Standards. Consequently, I express no opinion on whether the accounts give a 'true and fair view' and my report, which is for the benefit of the trustees, is limited to those specific matters set out in the independent examiner's statement below.

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 give me cause to believe that, in any material respect:

- (1) accounting records were not kept in accordance with section 130 of the Act; or
- (2) the accounts did not accord with the accounting records; or
- (3) 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.



Tim Jones FCA

11 Caigers Green, Burrridge, SO31 1EE

Date: 31 May 2021

ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Notes	Unrestricted Funds 2020 £	Restricted Funds 2020 £	Endowment Funds 2020 £	Total Funds 2020 £	Total Funds 2019 £
Income from:						
Donations and legacies		1,252	-	-	1,252	-
Charitable activities	2	25,204	-	-	25,204	24,761
Investments	3	3,321	-	2,148	5,469	8,033
Total income		<u>29,777</u>	<u>-</u>	<u>2,148</u>	<u>31,925</u>	<u>32,794</u>
Expenditure on:						
Charitable activities	4	20,417	-	-	20,417	37,870
Total expenditure		<u>20,417</u>	<u>-</u>	<u>-</u>	<u>20,417</u>	<u>37,870</u>
Net income/(expenditure) before movements in investments		<u>9,360</u>	<u>-</u>	<u>2,148</u>	<u>11,508</u>	<u>(5,076)</u>
Net gains/(losses) on investment assets	8	(10,493)	17,808	(6,976)	339	68,045
Net income/(expenditure)		<u>(1,133)</u>	<u>17,808</u>	<u>(4,828)</u>	<u>11,847</u>	<u>62,969</u>
Transfers between funds	10	-	-	-	-	-
Net movement in funds		<u>(1,133)</u>	<u>17,808</u>	<u>(4,828)</u>	<u>11,847</u>	<u>62,969</u>
RECONCILIATION OF FUNDS						
Total funds brought forward		553,475	186,080	113,604	853,159	790,190
Total funds carried forward	10	<u><u>£552,342</u></u>	<u><u>£203,888</u></u>	<u><u>£108,776</u></u>	<u><u>£865,006</u></u>	<u><u>£853,159</u></u>

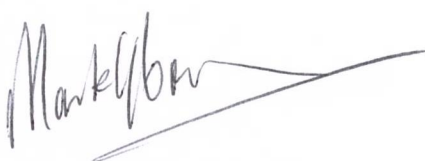
The notes on pages 6 to 8 form part of these financial statements.

ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES

BALANCE SHEET AS AT 31 DECEMBER 2020

	Notes	2020 £	2020 £	2019 £	2019 £
FIXED ASSETS:					
Freehold property	6		375,000		375,000
Investments	8		469,771		467,286
Total Fixed Assets			844,771		842,286
CURRENT ASSETS:					
Debtors		1,397		1,134	
Cash at bank		21,268		13,079	
		22,665		14,214	
CREDITORS: amounts falling due within one year		(2,430)		(3,340)	
NET CURRENT ASSETS			20,235		10,873
NET ASSETS			£865,006		£853,159
FUNDS					
Endowment Fund	9		108,776		113,604
Restricted Fund			203,888		186,080
Unrestricted Funds			552,342		553,475
Total Charity Funds	10		£865,006		£853,159

Approved by the Trustees on 19th May 2021 and signed on its behalf:



Councillor M G Cooper (Chairman)

The notes on pages 6 to 8 form part of these financial statements.

ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020

1 ACCOUNTING POLICIES:

Basis of accounting

The financial statements are prepared under the historical cost convention, with the exception of investments, which are included at market value. The financial statements have been prepared in accordance with the second edition of the Charities Statement of Recommended Practice issued in October 2019 "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)", applicable accounting standards and the Charities Act 2011.

The Charity is a public benefit entity as defined by FRS 102.

Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received, and the amount of income receivable can be measured reliably. Investment income is included when receivable and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. As the charity has only one activity any support costs are allocated to charitable expenditure. Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Investments

Investments are initially recognised at their transaction value and subsequently measured at their market value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year.

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 their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are combined in the Statement of Financial Activities.

Funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity. Endowment funds are capital funds which cannot be spent, but the income generated forms part of the charity's unrestricted funds. Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Accounting framework

The financial statements have been prepared in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

Going concern

The Trustees consider it appropriate to prepare these financial statements on the basis that the charity is a going concern because it has sufficient assets to cover its liabilities for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern.

Fixed assets

Fixed assets (excluding investments) are stated at cost less accumulated depreciation. The costs of minor additions and property improvements are not capitalized. Depreciation is not provided on Freehold Property as, in the opinion of the Trustees, any such charge would be immaterial and the realisable value of the current properties far exceeds their book value.

ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020 (continued)

2 INCOME FROM CHARITABLE ACTIVITIES

	2020 £	2019 £
Weekly maintenance contributions	19,656	19,278
Service charges	4,536	4,482
Heat and light recharged	1,012	1,001
	<u>£25,204</u>	<u>£24,761</u>

3 INVESTMENT INCOME

	2020 £	2019 £
Bank interest	8	10
Dividends (of which £2,148 (2019: £nil) related to the Endowment Fund)	5,298	7,853
Investment interest	163	170
	<u>£5,469</u>	<u>£8,033</u>

4 EXPENDITURE ON CHARITABLE ACTIVITIES

	2020 £	2019 £
Heat, light and water	6,365	5,856
Insurance	1,196	1,215
Repairs, maintenance and service contracts	6,712	4,317
Property refurbishment	-	21,751
Subscriptions & TV licences	194	215
Bequests	91	91
Sundries	795	687
Honoraria	4,964	3,488
Independent Examination	100	250
	<u>£20,417</u>	<u>£37,870</u>

5 TRUSTEES' EMOLUMENTS AND RELATED PARTY TRANSACTIONS

None of the Trustees received emoluments or claimed expenses in respect of their services to the Charity. The Trustees consider the key management personnel to comprise the Trustees, the Clerk and the Treasurer. The total employment benefits (Honoraria) paid to the Clerk and Treasurer are disclosed in note 4.

During the year the charity engaged South Coast Gardeners for gardening services at a cost of £505 on normal trading terms. South Coast Gardeners is a business owned by the grandson of Mrs M C Dovey, a Trustee. There were no other related party transactions during the year.

6 TANGIBLE FIXED ASSETS

	2020 £	2019 £
<i>Freehold property (nine units of accommodation)</i>		
Cost at 31 December and 1 January	<u>£375,000</u>	<u>£375,000</u>

7 CONTROLLING PARTY

The Charity is controlled by its Trustees.

ROMSEY MUNICIPAL CHARITIES - KENTS ALMSHOUSES

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2020 (continued)

8 FIXED ASSET INVESTMENTS

	2020 £	2019 £
Market value at 1 January	467,286	409,220
Additions at cost	2,146	5,021
Disposals at carrying value	-	(15,000)
Unrealised gain/(loss) in the year	339	68,045
	<hr/>	<hr/>
Market value at 31 December	£469,771	£467,286
	<hr/>	<hr/>
Cost of investments at 31 December	£177,822	£175,676
	<hr/>	<hr/>
Unrealised gains	£291,949	£291,610
	<hr/>	<hr/>

All investments are held in Charity Investment Funds managed either by CCLA or IFSL (for Charities Aid Foundation). At 31 December 2020, the following investments formed more than 5% of the total:

	£	%
COIF Charities Investment Fund (Extraordinary Repairs Fund)	203,887	43.4%
CAF Investment Fund (Unrestricted)	157,108	33.4%
CAF Investment Fund (Permanent Endowment)	108,776	23.2%
	<hr/>	<hr/>
	£469,771	100.0%
	<hr/>	<hr/>

9 RECOUPMENT OF PERMANENT ENDOWMENT FUND

On 29th September 1995, the Charity Commission authorized expenditure of £105,000 of the permanent endowment fund to be repaid over 60 years together with all investment income generated. At 31 December 2020 and 2019 £75,201 had been repaid leaving £29,799 outstanding.

10 ANALYSIS OF FUNDS

	Unrestricted Funds £	Restricted Fund £	Endowment Fund £	Total Funds £
2020				
Fixed assets	532,107	203,888	108,776	844,771
Bank and cash	21,268	-	-	21,268
Current Assets	1,397	-	-	1,397
Current Liabilities	(2,430)	-	-	(2,430)
	<hr/>	<hr/>	<hr/>	<hr/>
	£552,342	£203,888	£108,776	£865,006
	<hr/>	<hr/>	<hr/>	<hr/>
2019				
Fixed assets	542,602	186,080	113,604	842,286
Bank and cash	13,079	-	-	13,079
Current Assets	1,134	-	-	1,134
Current Liabilities	(3,340)	-	-	(3,340)
	<hr/>	<hr/>	<hr/>	<hr/>
	£553,475	£186,080	£113,604	£853,159
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The Restricted Fund comprises wholly an Extraordinary Repairs Fund as required by the Charity's constitution.