

# ELIZABETH HUGGINS COTTAGES CHARITY

England & Wales · Charity number 209211

## Details

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Other names	THE ELIZABETH HUGGINS COTTAGES, ELIZABETH HUGGINS COTTAGES CHARITY HOUSING ASSOCIATION
Status	Registered
Legal form	Other
Registered	1962-09-22
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	Elizabeth Huggins Cottages Charity C/o Gravesham Borough Council Committee And Electoral Services Civic Centre Gravesend KENT
Phone	01474 337000
Email	<a href="mailto:info@hugginscottages.org.uk">info@hugginscottages.org.uk</a>
Website	<a href="http://www.hugginscottages.org.uk">www.hugginscottages.org.uk</a>

## Activities

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**Objects:** (A) TO PROVIDE HOUSING ACCOMMODATION FOR PERSONS IN NEED WHO ARE RESIDENT IN THE AREA OF BENEFIT AND WHO HAVE BEEN WOUNDED, INCAPACITATED OR INVALIDED WHILE IN THE SERVICES OF THE NAVAL, MILITARY OR AIR FORCES OF THE CROWN, AND (B) SUCH CHARITABLE PURPOSES FOR THE BENEFIT OF THE BENEFICIARIES OF THE CHARITY WHO LIVE IN THE ALMSHOUSES OF THE CHARITY AS THE TRUSTEES DECIDE.

**Activities:** To provide accommodation for persons who have served in the Armed Forces and the Merchant Navy and have been incapacitated in the service of the Crown. Persons applying for accommodation must meet the criteria stated and must also reside in the Borough of Gravesham.

## Classification

- **How:** Provides Human Resources, Provides Buildings/facilities/open Space
- **What:** Accommodation/housing
- **Who:** Elderly/old People, People With Disabilities, Other Defined Groups

## Geography

- **Area of benefit:** BOROUGH OF GRAVESHAM, KENT
- Kent

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£203,282	£252,108	-	-
2023-12-31	£70,000	£46,000	-	-
2022-12-31	£50,467	£39,988	-	-
2021-12-31	£70,076	£100,006	-	-
2020-12-31	£70,956	£38,154	-	-

## Trustees

Name	Role	Appointed
<b>ANTHONY PRITCHARD</b>	Chair	2015-05-12
DANIEL ANDREW BABER		2022-11-01
David Hurley		2019-05-01
ERNEST ALAN BROOK		
JOHN CHRISTOPHER STONE		2025-03-26
Kavaljit Toor		2018-12-18
Nicholas WILDE		2022-05-19

**ELIZABETH HUGGINS COTTAGES CHARITY**

England & Wales - Charity number 209211

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# Accounts

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**REGISTRATION NUMBER: A3205**  
**CHARITY NUMBER: 209211**

Report of the Trustees' and  
Financial Statements for the Year Ended 31st December 2024  
for  
Elizabeth Huggins Cottages Charity

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Elizabeth Huggins Cottages Charity  
Contents of the Financial Statements  
for the year ended 31st December 2024

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Elizabeth Huggins Cottages Charity

Charity Information  
for the year ended 31st December 2024

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<b>TRUSTEES:</b>	Mr A R Pritchard (Chairman) Mr E Brook (Vice Chairman) Mrs K Hurdle (Treasurer till July 2024) Mr David Hurley (Secretary) Mrs K Toor Mr N Wilde Mr D Baber (Treasurer from July 2024)
<b>SECRETARY:</b>	Cllr David Hurley
<b>TREASURER:</b>	Mrs K Hurdle (till July 2024) Mr D Baber (from July 2024)
<b>REGISTERED OFFICE:</b>	c/o Gravesham Borough Council Committee and Electoral Services Civic Centre Gravesend Kent DA12 1AU
<b>REGISTERED NUMBER:</b>	A3205
<b>CHARITY NUMBER:</b>	209211
<b>INDEPENDENT EXAMINERS:</b>	Beak Kemmenoe Chartered Accountants 1-3 Manor Road Chatham Kent ME4 6AE
<b>BANKERS:</b>	Barclays Bank Plc Dartford Kent DA1 2DE

Elizabeth Huggins Cottages Charity  
Report of the Trustees  
for the year ended 31st December 2024

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The Trustees present their report and the financial statements for the year ended 31 December 2024.

**PRINCIPAL ACTIVITY**

The Association is governed by a Trust Deed dated 18th January 2000 where the Trust was created to provide Housing for "necessitous persons injured, incapacitated or invalided in the services of the naval, military or air forces of the Crown." To this end the Trustees administer the complex at Wrotham Road Gravesend.

The dwellings were built in 1923 and the 13 units have served reliably for circa 100 years; they are now being redeveloped into a more modern complex of 41 mixed units which will also be restricted to ex-military and their dependants. So far 14 of these have been built and are currently occupied.

**PUBLIC BENEFIT**

The trustees are satisfied that the work of the trust and its policies and procedures accord with its stated objectivities and provides tangible public benefit.

**REVIEW OF BUSINESS AND FUTURE DEVELOPMENTS**

The Trust has continued to provide the upkeep and overall Management of the housing complex, and is pursuing the redevelopment

During the year of 2024, the building contractor for phase 1 of the redevelopment ceased trading, and as a consequence some landscaping issues involved some unforeseen costs and rectification.

There were also several 'one off' payments to solicitors, surveyors and outside contractors, such expenses are not expected to reoccur.

The occupation of the original cottages by GBC homeless has worked successfully, they have provided additional income which has proved useful in accommodating the 'one off' expenses after the demise of the phase 1 contractor.

Looking ahead, the Trust is starting enquiries on the procedures needed to become incorporated and to this end are looking to create a Charitable Incorporated Organisation (CIO) in order to give them a better position to secured future funding.

**GOING CONCERN**

The trustees have noted the successful occupation of phase 1 and the ever-increasing waiting list for any vacant units. The income now being received will allow us to commence the creation of a reserve fund to ensure the financial security of the future, the Trust is also pursuing a new funder for the redevelopment, which can be engaged as soon as the aspect of incorporation is finalised. To this end the accounts have been prepared on the going concern basis.

**INVESTMENT REVIEW**

Investments have been reviewed and the trustees have determined that all investments should be placed in low-risk cash-based deposits.

Elizabeth Huggins Cottages Charity

Report of the Trustees  
for the year ended 31st December 2024

**VALUE FOR MONEY STATEMENT**

In presenting a Value for Money Statement for 2024, Elizabeth Huggins Charity has adopted the Value for Money Statement Metrics introduced by the Regulator of Social Housing, which are shown below.

**1. Reinvestment %**

Works to existing properties	-	Housing properties at valuation	2,972,123	
	<u>-</u>		<u>2,972,123</u>	<u>A/B</u>
	A		B	<u>-%</u>

**2. New Supply delivered %**

a) Social Housing Units		b) Non-Social Housing Units		
Total Social Housing units developed or acquired in the year	-	Total Non -Social Housing units developed or acquired in the year	-	A
	<u>-</u>		<u>-</u>	
	A			
Total Social Housing Units Managed at period end	23	Total Social Housing Units Managed at period end	23	
	<u>23</u>	Total Non-Social Housing Units Managed at period end	-	
	B		<u>23</u>	B
	<u>-%</u>		<u>-%</u>	A/B
	A/B			

**3. Gearing**

Short term loans	-	Housing properties at valuation	2,972,123	
Long term loan	2,323,286			
Cash and cash equivalents	(95,932)			A/B
	<u>2,227,354</u>		<u>2,972,123</u>	<u>74.94%</u>
	A		B	

**4. Earnings before Interest, Tax, Depreciation, Amortisation, Major Repairs Included (EBITDA MRI) Interest Cover %**

Operating surplus/(deficit)	(108,787)	Interest capitalised	-	
+ Interest receivable	1,201	Interest payable and financing costs	96,140	
+ Total depreciation charge	55,537			A/B
	<u>(52,049)</u>		<u>96,140</u>	<u>(54)%</u>
	A		B	

Elizabeth Huggins Cottages Charity

Report of the Trustees  
for the year ended 31st December 2024

**VALUE FOR MONEY STATEMENT (CONTINUED)**

**5. Headline Social Housing Cost £**

Management costs	45,399		Total Social Housing Units Managed at period end	23	
Service charge costs	1,727				
Repairs & maintenance costs	18,203				
Other (social housing letting) costs	-				A/B
	<u>65,329</u>	A		<u>23</u>	B
					<u>£2,840</u>

**6. Operating Margin %**

a) Social Housing lettings			b) Overall		
Operating surplus/(deficit) from social housing lettings	77,992	A	Operating surplus/(deficit) overall	(21,528)	A
Turnover from social housing lettings	143,321	B	Turnover (overall)	143,321	B
	<u>54.42%</u>	A/B		<u>(15.02)%</u>	A/B

**7. Return on Capital Employed**

Operating surplus/(deficit) overall	(108,787)		Total assets less current liabilities	3,150,212	
	<u>(108,787)</u>	A		<u>3,150,212</u>	B
					A/B
					<u>(3.45)%</u>

Elizabeth Huggins Cottages Charity aims to deliver value for money, while striving to provide quality of service. The trust does not currently have borrowings and as a result some of the minimum required disclosures above do not provide figures. The trust continues to be mindful of the costs it incurs with a view to being as efficient as possible, along with making savings where it can.

**TRUSTEES**

The trustees shown below have held office during the whole of the period from 1st January 2024 to the date of this report.

Mr A R Pritchard (Chairman)  
Mr E Brook (Vice Chairman)  
Mrs K Hurdle (Treasurer to July 2024)  
Mr D Hurley  
Mrs K Toor  
Mr N Wilde  
Mr D Baber (Treasurer from July 2024)

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document and objects of the charity

The object of the charity is laid down by a Trust Deed dated 18th January 2000 and is the provision of housing for "necessitous persons injured, incapacitated or invalided in the services of the naval, military or air forces of the Crown."

### Trustee and induction training

Advice for trustees published by the Charity Commission is given to new board members and new guidance is notified and made available at Board meetings. Trustees have free access to all members of staff to ensure that they can be fully aware of the activities and methods of the charity.

### Statement of risks and mitigation

The trustees have reviewed the major risks to which the charity is exposed and established systems of procedures to manage those risks

### Reserves Policy

Three months working expenses are to be held as a reasonable reserve to maintain the charity's services.

Approved by order of the board of trustees on 10/9/25 and signed on its behalf by:



A R Pritchard  
Chairman



D Baber  
Treasurer

Independent Examiner's Report to the Board of Trustees  
of Elizabeth Huggins Cottages Charity

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I report to the trustees on my examination of the accounts of Elizabeth Huggins Cottages Charity (the trust) for the year ended 31 December 2024.

**Responsibilities and basis of report**

As the charity trustees of the trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You are also responsible in ensuring that the Registered Social Housing Provider is exempt from an audit.

I report in respect of my examination of the trustees' accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 trust as required by section 130 of the Act; or
- The accounts do not accord with those records; or
- The accounts do not comply with the applicable requirements concerning the form and content of the 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; or
- The accounts for the year ended 31 December 2023 are not in accordance with the accounting records kept by the Registered Social Housing Provider under paragraph 135(2)(a) of the Housing and Regeneration Act 2008.

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.

**In our opinion**

- The Registered Social Housing Provider has satisfied the conditions for exemption from an audit of the accounts for the year ended 31 December 2024 specified in section 136(3) of the Housing and Regeneration Act 2008;
- The accounts comply with the requirements of the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2019.



Natalie Harrison  
FCA FCCA CTA TEP  
Beak Kemmenoe  
Chartered Accountants  
1-3 Manor Road  
Chatham  
Kent  
ME4 6AE

Date: 10-09-2025

Elizabeth Huggins Cottages Charity

Statement of Comprehensive Income  
for the year ended 31st December 2024

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		2024	2023
	Notes	£	as restated £
<b>TURNOVER</b>	<b>2</b>	143,321	68,603
Administrative expenses		<u>(252,108)</u>	<u>(208,685)</u>
<b>OPERATING (DEFICIT)/SURPLUS</b>	<b>3</b>	(108,787)	(140,082)
Other income	4	58,760	-
Interest receivable and similar income	5	<u>1,201</u>	<u>1,284</u>
<b>RETAINED SURPLUS/(DEFICIT) FOR THE YEAR</b>		(48,826)	(138,798)
Unrealised movement on investment revaluation	8	<u>3,688</u>	<u>2,908</u>
<b>(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR</b>		<u>(45,138)</u>	<u>(135,890)</u>

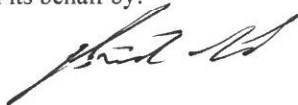
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Elizabeth Huggins Cottages Charity (Registered number: 209211)

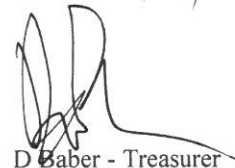
Statement of Financial Position  
31st December 2024

		2024		2023 as restated	
	Notes	£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	7		2,972,123		3,027,660
Investments	8		<u>38,238</u>		<u>34,550</u>
			3,010,361		3,062,210
<b>CURRENT ASSETS</b>					
Debtors	9	52,188		17,929	
Cash at bank		<u>95,932</u>		<u>120,080</u>	
		148,120		138,009	
<b>CREDITORS</b>					
Amounts falling due within one year	10	<u>(8,269)</u>		<u>(4,523)</u>	
<b>NET CURRENT ASSETS</b>			<u>139,851</u>		<u>133,486</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			3,150,212		3,195,696
<b>CREDITORS</b>					
Amounts falling due after more than one year	11		<u>(2,323,286)</u>		<u>(2,323,632)</u>
<b>NET ASSETS</b>			<u>826,926</u>		<u>872,064</u>
<b>RESERVES</b>					
Property revaluation reserve			398,798		398,798
Designated reserves			9,156		9,156
Investment revaluation reserves			26,915		23,227
Income and expenditure account			<u>392,057</u>		<u>440,803</u>
			<u>826,926</u>		<u>872,064</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 10/09/25 and were signed on its behalf by:



A R Pritchard – Chairman



D Baber - Treasurer

The notes form part of these financial statements

Elizabeth Huggins Cottages Charity

Statement of Changes in Reserves  
for the year ended 31st December 2024

	Income & expenditure account £	Property revaluation reserve £	Designated reserves £	Investment revaluation reserves £	Total £
<b>Balance at 1st January 2023</b>	579,681	398,798	9,156	20,319	1,007,954
(Deficit)/surplus from statement of comprehensive income	(66,745)	-	-	-	(66,745)
Increase/(decrease) in market value of investments	(2,908)	-	-	2,908	-
<b>Balance at 31st December 2023</b>	510,028	398,798	9,156	23,227	941,209
Prior year adjustment	(69,145)	-	-	-	(69,145)
<b>Balance at 31<sup>st</sup> December 2023 (as restated)</b>	440,883	398,798	9,156	23,227	872,064
Surplus/(deficit) from statement of comprehensive income	(45,138)	-	-	-	(45,138)
Increase/(decrease) in market value of investments	(3,688)	-	-	3,688	-
<b>Balance at 31st December 2024</b>	<u>392,057</u>	<u>398,798</u>	<u>9,156</u>	<u>26,915</u>	<u>826,926</u>

The notes form part of these financial statements

Elizabeth Huggins Cottages Charity

Cash Flow Statement  
for the year ended 31st December 2024

		2024	2023
	Notes	£	as restated £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	71,137	(46,134)
Interest paid		<u>(96,140)</u>	<u>(48,070)</u>
Net cash from operating activities		<u>(25,003)</u>	<u>(94,204)</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		-	(873,021)
Interest received		<u>1,201</u>	<u>1,284</u>
Net cash from investing activities		<u>1,201</u>	<u>(871,737)</u>
<b>Cash flows from financing activities</b>			
Proceeds from loans		-	983,369
Repayment of loans		<u>(346)</u>	<u>-</u>
Net cash from financing activities		<u>(346)</u>	<u>983,369</u>
<b>Increase in cash and cash equivalents</b>		(24,148)	17,428
<b>Cash and cash equivalents at beginning of year</b>	2	<u>120,080</u>	<u>102,652</u>
<b>Cash and cash equivalents at end of year</b>	2	<u><u>95,932</u></u>	<u><u>120,080</u></u>

The notes form part of these financial statements

Elizabeth Huggins Cottages Charity

Notes to the Cash Flow Statement  
for the year ended 31st December 2024

1. RECONCILIATION OF OPERATING SURPLUS TO CASH GENERATED FROM OPERATIONS	2024	2023 as restated
	£	£
Operating surplus/(deficit)	(48,826)	(138,798)
Depreciation charges	55,537	20,533
Interest payable	96,140	72,105
Finance income	<u>(1,201)</u>	<u>(1,284)</u>
	101,650	(47,444)
Decrease/(Increase) in trade and other debtors	(34,259)	123
Increase/(Decrease) in trade and other creditors	<u>3,746</u>	<u>1,187</u>
<b>Cash generated from operations</b>	<u><u>71,137</u></u>	<u><u>(46,134)</u></u>

2. CASH AND CASH EQUIVALENTS

The amounts disclosed on the Cash Flow Statement in respect of cash and cash equivalents are in respect of these Balance Sheet amounts:

**Year ended 31st December 2024**

	31.12.24 £	1.1.24 £
Cash and cash equivalents	<u>95,932</u>	<u>120,080</u>

**Year ended 31st December 2023**

	31.12.23 £	1.1.23 £
Cash and cash equivalents	<u>120,080</u>	<u>102,652</u>

3. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.24 £	Cash flow £	At 31.12.24 £
<b>Net cash</b>			
Cash at bank	<u>120,080</u>	<u>(24,148)</u>	<u>95,932</u>
	<u>120,080</u>	<u>(24,148)</u>	<u>95,932</u>
<b>Total</b>	<u><u>120,080</u></u>	<u><u>(24,148)</u></u>	<u><u>95,932</u></u>

The notes form part of these financial statements

1. **ACCOUNTING POLICIES**

**Accounting convention**

Elizabeth Huggins' Cottages Charity Housing Association constitutes a public benefit as defined by FRS 102.

The financial statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard 102 The Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Statement of Recommended Practice for Social Housing Providers 2018, and with the Accounting Direction for private registered providers for social housing in England 2019. The financial statements are also prepared under the requirements of the Housing and Regeneration Act 2008. The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Turnover**

Turnover represents the rental income receivable in the year.

**1. ACCOUNTING POLICIES - continued**

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Depreciation on tangible fixed assets, except housing properties, is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

**Housing Properties**

Housing properties are principally properties available for rent and are included at valuation, the valuation basis being the existing use value for social housing. Housing properties are re-valued regularly. The aggregated surplus or deficit on re-valuation is transferred to a revaluation reserve. The original housing properties were revalued as at 10 August 2010 the previous valuation being in December 2006. The valuation, based on EUV-SH is £795,000. With the development of the site, the majority of this value is now considered to be attributable to the land at the site.

Freehold housing properties are depreciated by component on a straight-line basis over the estimated useful economic lives of component categories, in accordance with the principles of component accounting in SORP 2014.

Useful economic lives for identified components are as follows:

Structure (incl Roof)	-	Straight line over 50 years
Windows	-	Straight line over 40 years
Kitchen	-	Straight line over 20 years
Bathrooms	-	Straight line over 30 years
Heating systems	-	Straight line over 15 years

Improvements are works to existing properties which result in an increase in the net rental income, including a reduction in maintenance costs or result in a significant extension of the useful life of the property.

Housing properties under construction, including any professional fees incurred, are carried forward in the balance sheet at cost. Depreciation is not charged until the construction is complete and the units are available for letting.

**Housing association grants and social housing grants**

The trust accounts for its housing properties at valuation. In accordance with the Housing SORP government grants are recognised using the performance model as follows:

- (a) A grant that does not impose specified future performance-related conditions is recognised as revenue when the grant proceeds are received or receivable.
- (b) A grant that imposes specified future performance-related conditions is recognised as revenue only when the performance-related conditions are met.
- (c) A grant received before the revenue recognition criteria are satisfied is recognised as a liability.

In certain circumstances, such as the sales of housing properties, these social housing grants may become repayable, and, in the event, is a subordinated debt and is accounted for as soon as the liability arises within creditors: amounts falling due within one year.

1. **ACCOUNTING POLICIES - continued**

**Designated reserves**

Designated Reserves are part of the unrestricted reserves which have been earmarked by the Trustees for a particular purpose. Such designations may be reversed by future Trustees decisions. Expenditure cannot be directly set against designated reserves but is taken through the income and expenditure account. A transfer is then made from designated reserves as appropriate.

Details of designated reserves currently included in these accounts are set out below:

**Cyclical repairs and maintenance**

The trustees maintain a designated reserve fund for Cyclical Maintenance repairs to cover the cost of a five yearly programme of external redecoration.

**Major repairs**

The RSL provides for future major repairs expenditure on all housing properties under the 1998 Housing Act arrangements and other properties in so far as the major repairs expenditure is not eligible for grants from the Housing Corporation or local authorities.

**Works to existing housing properties**

The RSL capitalises expenditure on housing properties which increase the net rental stream over the life of the property. An increase in the net rental stream may arise through an increase in the rental income, a reduction in future maintenance costs, or a significant extension of the life of the property.

**Other designated reserves**

The Trustees set up temporary reserves as required to assist with specific projects. An emergency and cyclical maintenance works reserve has been set up in the current year in respect of the residential investment properties held.

**Restricted reserves**

Restricted reserves are those reserves held for a specific purpose upon which restrictions have been imposed by the donor or which have been raised by the charity for particular purposes.

Where a restricted reserve is represented by assets that are then revalued, the revaluation element is added to the restricted reserve.

**Property managed by agents**

Management fees are payable to Landbridge Limited (previous agents Gravesend Churches Housing Association) in respect of the administration provided by the Association. Where the RSL carries the financial risk on property managed by agents, all income and expenditure arising from the property is included in the income and expenditure account.

Elizabeth Huggins Cottages Charity

Notes to the Financial Statements - continued  
for the year ended 31st December 2024

**2. TURNOVER**

Income from lettings

	<b>Number of units managed by Registered Social Landlord at</b>	
	<b>31 December 2024</b>	<b>1 January 2024</b>
Housing units	<u>23</u>	<u>23</u>
	<b>2024</b>	<b>2023</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Gross rents	146,490	77,948
Rent losses from voids	<u>(3,169)</u>	<u>(9,345)</u>
Total income from lettings	<u>143,321</u>	<u>68,603</u>

**3. OPERATING DEFICIT**

The operating deficit is stated after charging:

	<b>2024</b>	<b>2023 as restated</b>
	<b>£</b>	<b>£</b>
Depreciation - owned assets	<u>55,537</u>	<u>20,883</u>

**4. OTHER INCOME**

	<b>2024</b>	<b>2023 as restated</b>
	<b>£</b>	<b>£</b>
Rent from Gravesham Borough Council	<u>58,760</u>	=

During the year the charity rented out the existing cottages, that have not yet been demolished, to Gravesham Borough Council, in order to provide shelter and accommodation for the homeless.

**5. INTEREST RECEIVABLE AND SIMILAR INCOME**

	<b>2024</b>	<b>2023 as restated</b>
	<b>£</b>	<b>£</b>
Deposit account interest	239	375
Interest income	<u>962</u>	<u>949</u>
	<u>1,201</u>	<u>1,284</u>

Elizabeth Huggins Cottages Charity

Notes to the Financial Statements - continued  
for the year ended 31st December 2024

**6. TRUSTEES REMUNERATION AND EXPENSES**

Trustees received no remuneration or out of pocket expenses in the year.

**7. PRIOR YEAR ADJUSTMENT**

The accounts have been restated to correct a loan repayment made to interest paid rather than the repayment of capital. This change has resulted in the deficit for the year increasing by £69,145.

Summary of the prior year accounting impact.

Increase in creditors > 1 year – Other loans	(£156,404)
Reduction in creditors < 1 year – Other loans	£87,259
<b>Overall impact</b>	<b>(£69,145)</b>

**8. TANGIBLE FIXED ASSETS**

	Housing Properties	Housing Properties (under construction)	Totals
	£	£	£
<b>COST</b>			
At 1st January 2024	3,077,884	17,424	3,095,308
Additions	-	-	-
Transfers	-	-	-
At 31st December 2024	<u>3,077,884</u>	<u>17,424</u>	<u>3,095,308</u>
<b>DEPRECIATION</b>			
At 1st January 2024	67,648	-	67,648
Charge for year	55,537	-	55,537
Disposals	-	-	-
At 31st December 2024	<u>123,185</u>	<u>-</u>	<u>123,185</u>
<b>NET BOOK VALUE</b>			
At 31st December 2024	<u>2,954,699</u>	<u>17,424</u>	<u>2,972,123</u>
At 31st December 2023	<u>3,010,236</u>	<u>17,424</u>	<u>3,027,660</u>

**8. TANGIBLE FIXED ASSETS - continued**

The freehold property relates to housing properties held for re-letting.

The accounts show the value of the properties to be £795,000 before the addition of replaced components. They were revalued by the District Valuer at the 10 August 2010 on the basis of the Existing Use Value for Social Housing (EUV-SH), and in accordance with the RICS Appraisal and Valuation Manual. Had the housing properties not have been revalued, they would have been shown in the accounts at £193,635. The dwellings were refurbished in 1984 with the assistance of a housing association grant in the sum of £171,349. All windows were replaced in 2000 with UPVC frames and a local authority grant of £41,949 was received towards the total costs of £48,792. In addition the components replaced have been shown as additions to housing properties. A prior year adjustment was made to account for components previously written off to the income and expenditure accounts.

**Assets held at valuation**

The carrying amount of assets held at valuation is as follows:

	<b>Housing Properties</b>	<b>Total</b>	<b>Total</b>
	<b>2024</b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Amount of revaluation	398,798	398,798	398,798
Historic cost	<u>375,502</u>	<u>375,502</u>	<u>375,502</u>
	<u>774,300</u>	<u>774,300</u>	<u>774,300</u>

**9. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>COST OR VALUATION</b>	
At 1st January 2024	34,550
Revaluations	<u>3,688</u>
At 31st December 2024	<u>38,238</u>
<b>NET BOOK VALUE</b>	
At 31st December 2024	<u>38,238</u>
At 31st December 2023	<u>34,550</u>

Elizabeth Huggins Cottages Charity

Notes to the Financial Statements - continued  
for the year ended 31st December 2024

9. **FIXED ASSET INVESTMENTS - continued**

**Historical cost information**

	2024 £	2023 £
The historical cost of investments held at valuation is as follows:		
Historical cost	<u>11,323</u>	<u>11,323</u>

10. **DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 as restated £
Rent ledger	11,961	12,611
Other debtors	37,337	-
Prepayments and accrued income	<u>2,890</u>	<u>5,318</u>
	<u>52,188</u>	<u>17,929</u>

Included in the rent ledger are arrears of £5,996 (2023: £2,598).

11. **CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2024 £	2023 as restated £
Other loans	-	-
Rent ledger in advance	2,725	827
Accruals and deferred income	<u>5,544</u>	<u>3,696</u>
	<u>8,269</u>	<u>4,523</u>

The average number of days between receipt and payment of purchase invoices is less than 30 days.

12. **CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR**

	2024 £	2023 as restated £
Other loans	<u>2,323,286</u>	<u>2,323,632</u>

In the unlikely event of the charity not being able to repay the loan back to Gravesham Borough Council then ownership of the units would transfer to Gravesham Borough Council.

13. **RELATED PARTY DISCLOSURES**

At the date of these financial statements, two trustees were councillors of related Local Authorities. In addition, one of the trustees is also the director of the new managing agent appointed this year. All transactions were carried out at arms length.

Elizabeth Huggins Cottages Charity

Income and Expenditure Account  
for the year ended 31st December 2024

	2024		2023 as restated	
	£	£	£	£
<b>Turnover</b>				
Dwelling rents	143,321		68,603	
		143,321		68,603
<b>Other income</b>				
Deposit account interest	239		335	
Rental income from Gravesham Borough Council	58,760		-	
Interest income	962		949	
		59,961		1,284
		203,282		69,887
<b>Expenditure</b>				
Management Fee on Rent Collection	14,375		8,188	
Management Fee on Maintenance	3,384		1,204	
Insurance	4,970		4,070	
Light and heat	1,727		2,544	
Ground Maintenance	-		5,414	
Repairs & Maintenance	14,819		18,726	
Compensation for residents	35,100		44,100	
Sundry expenses	2,414		251	
Accountancy	1,008		1,008	
Independent Examination Fee	840		840	
Subscriptions	-		-	
Consultancy	-		22,495	
Legal and Professional	21,794		7,207	
Interest Payable	96,140		72,105	
Housing properties depreciation charge	55,537		20,533	
(Profit)/loss on housing properties disposal	-		-	
		(252,108)		(208,685)
<b>NET SURPLUS/ (DEFICIT)</b>		<b>(48,826)</b>		<b>(138,798)</b>

**ELIZABETH HUGGINS COTTAGES CHARITY**

England & Wales - Charity number 209211

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# Accounts

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Elizabeth Huggins Cottages Charity (Registered number: 209211)

Statement of Financial Position  
31st December 2023

	Notes	2023		2022	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	6		3,027,660		2,175,172
Investments	7		<u>34,550</u>		<u>31,642</u>
			3,062,210		2,206,814
<b>CURRENT ASSETS</b>					
Debtors	8	17,929		18,052	
Cash at bank		<u>120,080</u>		<u>102,652</u>	
		138,009		120,704	
<b>CREDITORS</b>					
Amounts falling due within one year	9	<u>(91,782)</u>		<u>(3,336)</u>	
<b>NET CURRENT ASSETS</b>			<u>46,227</u>		<u>117,368</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			3,108,437		2,324,182
<b>CREDITORS</b>					
Amounts falling due after more than one year	10		<u>(2,167,228)</u>		<u>(1,316,228)</u>
<b>NET ASSETS</b>			<u>941,209</u>		<u>1,007,954</u>
<b>RESERVES</b>					
Property revaluation reserve			398,798		398,798
Designated reserves			9,156		9,156
Investment revaluation reserves			23,227		20,319
Income and expenditure account			<u>510,028</u>		<u>579,681</u>
			<u>941,209</u>		<u>1,007,954</u>

The financial statements were approved by the Board of Trustees and authorised for issue on \_\_\_\_\_ and were signed on its behalf by:

A R Pritchard – Chairman



D Baber - Treasurer

The notes form part of these financial statements

**ELIZABETH HUGGINS COTTAGES CHARITY**

England & Wales - Charity number 209211

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# Accounts

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# ELIZABETH HUGGINS' COTTAGES CHARITY

14 London Road, Northfleet, Kent DA11 9JQ | Tel: 01474 369 830 | Fax: 01474 564 658

21-April-2023

Dear Sirs,

**RE: Change of Management for tenants**

Our small housing complex is in need of a new management company to collect the rents and record and organise all non-specialist maintenance.

We are conducting a program of increasing the number of units and will be looking to create some form of parking authority to prevent local properties attempting to use the redeveloped set-up as a public car park.

Having compiled a list of possible local managers, I have been encouraged by my former employer (prior to my retirement) that they would very much like to offer their services as well, in particular as they would include 24hr security surveillance however, as I am a non-exec director of said organisation, I feel that your response/permission for them to bid, is essential.

I obviously understand that I could not be involved in any way with any decision making, but would still be obliged for your thoughts, guidance and direction.

Yours faithfully

A. Pritchard

CHAIRMAN of TRUSTEES

*Please note, our postal address has now changed to c/o Gravesham Borough Council, Civic Centre, Gravesend, Kent*



**ELIZABETH HUGGINS  
COTTAGES** EST. 1922

Email: [info@elizabethhugginscottages.com](mailto:info@elizabethhugginscottages.com)  
[www.elizabethhugginscottages.com](http://www.elizabethhugginscottages.com)

Registered Charity No. 209211



**ELIZABETH HUGGINS COTTAGES CHARITY**

England & Wales - Charity number 209211

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# Accounts

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**REGISTRATION NUMBER: A3205**  
**CHARITY NUMBER: 209211**

Report of the Trustees' and  
Financial Statements for the Year Ended 31st December 2021  
for  
Elizabeth Huggins Cottages Charity

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Elizabeth Huggins Cottages Charity

Contents of the Financial Statements  
for the year ended 31st December 2021

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Elizabeth Huggins Cottages Charity  
Charity Information  
for the year ended 31st December 2021

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**TRUSTEES:** Mr A R Pritchard (Chairman)  
Mr E Brook (Vice Chairman)  
Mrs K Hurdle (Treasurer)  
Mr David Hurley (Secretary)  
Mr J Burden  
Mr C Meredith  
Mrs K Toor  
Mr N Wilde (appointed 19<sup>th</sup> May 2022)

**SECRETARY:** Cllr David Hurley

**TREASURER:** Mrs K Hurdle

**REGISTERED OFFICE:** c/o Gravesend Churches Housing Ass Ltd  
14 London Road  
Gravesend  
Kent  
DA11 9JQ

**REGISTERED NUMBER:** A3205

**CHARITY NUMBER:** 209211

**INDEPENDENT EXAMINERS:** Beak Kemmenoe  
Chartered Accountants  
1-3 Manor Road  
Chatham  
Kent  
ME4 6AE

**BANKERS:** Barclays Bank Plc  
New Road  
Gravesend  
Kent

Elizabeth Huggins Cottages Charity

Report of the Trustees  
for the year ended 31st December 2021

**VALUE FOR MONEY STATEMENT**

In presenting a Value for Money Statement for 2020, Elizabeth Huggins Charity has adopted the Value for Money Statement Metrics introduced by the Regulator of Social Housing, which are shown below.

**1. Reinvestment %**

Works to existing properties	162,742	Housing properties at valuation	977,215	
	<u>162,742</u>	A	<u>977,215</u>	B
				<u>A/B</u>
				<u>16.65%</u>

**2. New Supply delivered %**

a) Social Housing Units		b) Non-Social Housing Units		
Total Social Housing units developed or acquired in the year	-	Total Non -Social Housing units developed or acquired in the year	-	A
Total Social Housing Units Managed at period end	13	Total Social Housing Units Managed at period end	13	
	<u>13</u>	Total Non-Social Housing Units Managed at period end	0	
	B		<u>13</u>	B
	<u>-%</u>		<u>-%</u>	A/B
	A/B			

**3. Gearing**

Short term loans	-	Housing properties at valuation	977,215	
Long term loan	130,744			
Cash and cash equivalents	(134,024)			A/B
	<u>(3,280)</u>		<u>977,215</u>	B
	A			<u>(0.34%)</u>

**4. Earnings before Interest, Tax, Depreciation, Amortisation, Major Repairs Included (EBITDA MRI) Interest Cover %**

Operating surplus/(deficit)	30,855	Interest capitalised	-	
+ Interest receivable	925	Interest payable and financing costs	-	
+ Total depreciation charge	3,094			A/B
+Loss on disposal	10,275			
	<u>(16,561)</u>		<u>-</u>	B
	A			<u>-%</u>

Elizabeth Huggins Cottages Charity  
Report of the Directors  
for the year ended 31st December 2021

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document and objects of the charity**

The object of the charity is laid down by a Trust Deed dated 18th January 2000 and is the provision of housing for "necessitous persons injured, incapacitated or invalided in the services of the naval, military or air forces of the Crown."

**Trustee and induction training**

Advice for trustees published by the Charity Commission is given to new board members and new guidance is notified and made available at Board meetings. Trustees have free access to all members of staff to ensure that they can be fully aware of the activities and methods of the charity.

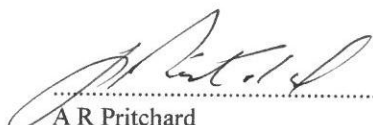
**Statement of risks and mitigation**


The trustees have reviewed the major risks to which the charity is exposed and established systems of procedures to manage those risks

**Reserves Policy**

Three months working expenses are to be held as a reasonable reserve to maintain the charity's services.

Approved by order of the board of trustees on .....26/10/22..... and signed on its behalf by:

  
.....  
A R Pritchard  
Chairman

  
.....  
K Hurdle  
Treasurer

Date: .....26/10/22.....

Independent Examiner's Report to the Board of Trustees  
of Elizabeth Huggins Cottages Charity

---

I report to the trustees on my examination of the accounts of Elizabeth Huggins Cottages Charity (the trust) for the year ended 31 December 2021.

**Responsibilities and basis of report**

As the charity trustees of the trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You are also responsible in ensuring that the Registered Social Housing Provider is exempt from an audit.

I report in respect of my examination of the trustees accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 trust as required by section 130 of the Act; or
- The accounts do not accord with those records; or
- The accounts do not comply with the applicable requirements concerning the form and content of the 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; or
- The accounts for the year ended 31 December 2020 are not in accordance with the accounting records kept by the Registered Social Housing Provider under paragraph 135(2)(a) of the Housing and Regeneration Act 2008.

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.

**In our opinion**

- The Registered Social Housing Provider has satisfied the conditions for exemption from an audit of the accounts for the year ended 31 December 2021 specified in section 136(3) of the Housing and Regeneration Act 2008;
- The accounts comply with the requirements of the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2019.



Natalie Harrison  
ACA FCCA CTA TEP  
Beak Kemmenoe  
Chartered Accountants  
1-3 Manor Road  
Chatham  
Kent  
ME4 6AE

Date: 26/10/2022

Elizabeth Huggins Cottages Charity

Statement of Comprehensive Income  
for the year ended 31st December 2021

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	Notes	2021 £	2020 £
<b>TURNOVER</b>	2	69,151	70,956
Administrative expenses		<u>100,006</u>	<u>38,154</u>
<b>OPERATING (DEFICIT)/SURPLUS</b>	3	(30,855)	32,802
Other income		-	-
Interest receivable and similar income	4	<u>925</u>	<u>935</u>
<b>RETAINED (DEFICIT)/SURPLUS FOR THE YEAR</b>		(29,930)	33,737
Unrealised movement on investment revaluation	7	<u>4,448</u>	<u>1,885</u>
<b>(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR</b>		<u>(25,482)</u>	<u>35,622</u>

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Elizabeth Huggins Cottages Charity (Registered number: 209211)

Statement of Financial Position  
31st December 2021

	Notes	2021		2020	
		£	£	£	£
<b>FIXED ASSETS</b>					
Tangible assets	6		977,215		827,842
Investments	7		<u>35,806</u>		<u>31,358</u>
			1,013,021		859,200
<b>CURRENT ASSETS</b>					
Debtors	8	5,425		6,199	
Cash at bank		<u>134,024</u>		<u>166,008</u>	
		139,449		172,207	
<b>CREDITORS</b>					
Amounts falling due within one year	9	<u>21,071</u>		<u>5,270</u>	
<b>NET CURRENT ASSETS</b>					
			<u>118,378</u>		<u>166,937</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
			1,131,399		1,026,137
<b>CREDITORS</b>					
Amounts falling due after one year	10		<u>(130,744)</u>		<u>-</u>
			<u>1,000,655</u>		<u>1,026,137</u>
<b>RESERVES</b>					
Property revaluation reserve			398,798		398,798
Designated reserves			9,156		9,156
Investment revaluation reserves			24,483		20,035
Income and expenditure account			<u>568,218</u>		<u>598,148</u>
			<u>1,000,655</u>		<u>1,026,137</u>

The financial statements were approved by the Board of Trustees and authorised for issue on .....26.10.22... and were signed on its behalf by:

  
.....  
A R Fritchard – Chairman

  
.....  
K Hurdle - Treasurer

The notes form part of these financial statements

Elizabeth Huggins Cottages Charity

Statement of Changes in Reserves  
for the year ended 31st December 2021

	Income & expenditure account £	Property revaluation reserve £	Designated reserves £	Investment revaluation reserves £	Total £
<b>Balance at 1st January 2020</b>	564,411	398,798	9,156	18,150	990,515
Surplus from statement of comprehensive income	35,622	-	-	-	35,622
Increase/(decrease) in market value of investments	<u>(1,885)</u>	<u>-</u>	<u>-</u>	<u>1,885</u>	<u>-</u>
<b>Balance at 31st December 2020</b>	<u>598,148</u>	<u>398,798</u>	<u>9,156</u>	<u>20,035</u>	<u>1,026,137</u>
(Deficit)/surplus from statement of comprehensive income	(25,482)	-	-	-	(25,482)
Increase/(decrease) in market value of investments	<u>(4,448)</u>	<u>-</u>	<u>-</u>	<u>4,448</u>	<u>-</u>
<b>Balance at 31st December 2021</b>	<u><u>568,218</u></u>	<u><u>398,798</u></u>	<u><u>9,156</u></u>	<u><u>24,483</u></u>	<u><u>1,000,655</u></u>

The notes form part of these financial statements

Elizabeth Huggins Cottages Charity

Cash Flow Statement  
for the year ended 31st December 2021

	Notes	2021 £	2020 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>129,833</u>	<u>37,782</u>
Net cash from operating activities		<u>129,833</u>	<u>37,782</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(162,742)	(10,476)
Interest received		<u>925</u>	<u>935</u>
Net cash from investing activities		<u>(161,817)</u>	<u>(9,541)</u>
<b>Cash flows from financing activities</b>			
Proceeds from loans		<u>130,744</u>	<u>-</u>
Net cash from financing activities		<u>130,744</u>	<u>-</u>
<b>Increase in cash and cash equivalents</b>		(31,984)	28,241
<b>Cash and cash equivalents at beginning of year</b>	2	<u>166,008</u>	<u>137,767</u>
<b>Cash and cash equivalents at end of year</b>	2	<u><u>134,024</u></u>	<u><u>166,008</u></u>

The notes form part of these financial statements

1. **RECONCILIATION OF OPERATING SURPLUS TO CASH GENERATED FROM OPERATIONS**

	2021	2020
	£	£
Operating(deficit)/surplus	(29,930)	33,737
Depreciation charges	3,094	4,538
Loss on disposal	10,275	-
Finance income	<u>(925)</u>	<u>(935)</u>
	(17,486)	37,340
Decrease/(Increase) in trade and other debtors	774	1,398
Decrease in trade and other creditors	<u>15,801</u>	<u>(956)</u>
<b>Cash generated from operations</b>	<u>(911)</u>	<u>37,782</u>

2. **CASH AND CASH EQUIVALENTS**

The amounts disclosed on the Cash Flow Statement in respect of cash and cash equivalents are in respect of these Balance Sheet amounts:

**Year ended 31st December 2021**

	31.12.21	1.1.21
	£	£
Cash and cash equivalents	<u>134,024</u>	<u>166,008</u>

**Year ended 31st December 2020**

	31.12.19	1.1.19
	£	£
Cash and cash equivalents	<u>166,008</u>	<u>137,767</u>

3. **ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.1.21	Cash flow	At 31.12.21
	£	£	£
<b>Net cash</b>			
Cash at bank	<u>166,008</u>	<u>(31,984)</u>	<u>134,024</u>
	<u>166,008</u>	<u>(31,984)</u>	<u>134,024</u>
<b>Total</b>	<u>166,008</u>	<u>(31,984)</u>	<u>134,024</u>

The notes form part of these financial statements

1. **ACCOUNTING POLICIES**

**Accounting convention**

Elizabeth Huggins' Cottages Charity Housing Association constitutes a public benefit as defined by FRS 102.

The financial statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard 102 The Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Statement of Recommended Practice for Social Housing Providers 2018, and with the Accounting Direction for private registered providers for social housing in England 2019. The financial statements are also prepared under the requirements of the Housing and Regeneration Act 2008. The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Turnover**

Turnover represents the rental income receivable in the year.

**1. ACCOUNTING POLICIES - continued**

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Depreciation on tangible fixed assets, except housing properties, is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

**Housing Properties**

Housing properties are principally properties available for rent and are included at valuation, the valuation basis being the existing use value for social housing. Housing properties are re-valued regularly. The aggregated surplus or deficit on re-valuation is transferred to a revaluation reserve. The housing properties were revalued at 10 August 2010 the previous valuation being in December 2006. The valuation, based on EUV-SH is £795,000.

Freehold housing properties are depreciated by component on a straight line basis over the estimated useful economic lives of component categories, in accordance with the principles of component accounting in SORP 2014.

Useful economic lives for identified components are as follows:

Structure	-	Nil (see below)
Outbuildings	-	Nil (see below)
Kitchen	-	Straight Line over 20 years
Bathrooms	-	Straight line over 30 years
Heating systems	-	Straight line over 15 years

Improvements are works to existing properties which result in an increase in the net rental income, including a reduction in maintenance costs or result in a significant extension of the useful life of the property.

The housing properties are maintained in a state of repair such that their residual value is not less than their costs or valuation amount, the annual charge for the depreciation relating to the building structure is nil. Regular impairment reviews are carried out and any impairment is provided for.

Housing properties under construction, including any professional fees incurred, are carried forward in the balance sheet at cost. Depreciation is not charged until the construction is complete and the units are available for letting.

**Housing association grants and social housing grants**

The trust accounts for its housing properties at valuation. In accordance with the Housing SORP government grants are recognised using the performance model as follows:

- (a) A grant that does not impose specified future performance-related conditions is recognised as revenue when the grant proceeds are received or receivable.
- (b) A grant that imposes specified future performance-related conditions is recognised as revenue only when the performance-related conditions are met.
- (c) A grant received before the revenue recognition criteria are satisfied is recognised as a liability.

In certain circumstances, such as the sales of housing properties, these social housing grants may become repayable, and, in the event, is a subordinated debt and is accounted for as soon as the liability arises within creditors: amounts falling due within one year.

**1. ACCOUNTING POLICIES - continued**

**Designated reserves**

Designated Reserves are part of the unrestricted reserves which have been earmarked by the Trustees for a particular purpose. Such designations may be reversed by future Trustees decisions. Expenditure cannot be directly set against designated reserves but is taken through the income and expenditure account. A transfer is then made from designated reserves as appropriate.

Details of designated reserves currently included in these accounts are set out below:

**Cyclical repairs and maintenance**

The trustees maintain a designated reserve fund for Cyclical Maintenance repairs to cover the cost of a five yearly programme of external redecoration.

**Major repairs**

The RSL provides for future major repairs expenditure on all housing properties under the 1998 Housing Act arrangements and other properties in so far as the major repairs expenditure is not eligible for grants from the Housing Corporation or local authorities.

**Works to existing housing properties**

The RSL capitalises expenditure on housing properties which increase the net rental stream over the life of the property. An increase in the net rental stream may arise through an increase in the rental income, a reduction in future maintenance costs, or a significant extension of the life of the property.

**Other designated reserves**

The Trustees set up temporary reserves as required to assist with specific projects. An emergency and cyclical maintenance works reserve has been set up in the current year in respect of the residential investment properties held.

**Restricted reserves**

Restricted reserves are those reserves held for a specific purpose upon which restrictions have been imposed by the donor or which have been raised by the charity for particular purposes.

Where a restricted reserve is represented by assets that are then revalued, the revaluation element is added to the restricted reserve.

**Property managed by agents**

Management fees are payable to Gravesend Churches Housing Association in respect of the administration provided by the Association. Where the RSL carries the financial risk on property managed by agents, all income and expenditure arising from the property is included in the income and expenditure account.

Elizabeth Huggins Cottages Charity

Notes to the Financial Statements - continued  
for the year ended 31st December 2021

**2. TURNOVER**

Income from lettings

**Number of units managed by  
Registered Social Landlord at**

	<b>31 December 2021</b>	<b>1 January 2021</b>
Housing units	<u>13</u>	<u>13</u>

	<b>2021 Total £</b>	<b>2020 Total £</b>
Gross rents	73,121	73,841
Rent losses from voids	<u>(3,970)</u>	<u>(2,885)</u>
Total income from lettings	<u>69,151</u>	<u>70,956</u>

**3. OPERATING SURPLUS**

The operating surplus is stated after charging:

	<b>2021 £</b>	<b>2020 £</b>
Depreciation - owned assets	<u>3,094</u>	<u>4,538</u>

**4. INTEREST RECEIVABLE AND SIMILAR INCOME**

	<b>2021 £</b>	<b>2020 £</b>
Deposit account interest	4	32
Interest income	<u>921</u>	<u>903</u>
	<u>925</u>	<u>935</u>

Elizabeth Huggins Cottages Charity

Notes to the Financial Statements - continued  
for the year ended 31st December 2021

**5. TRUSTEES REMUNERATION AND EXPENSES**

Trustees received no remuneration or out of pocket expenses in the year.

**6. TANGIBLE FIXED ASSETS**

	Housing Properties	Housing Properties (under construction)	Totals
	£	£	£
<b>COST</b>			
At 1st January 2021	808,315	84,357	892,672
Additions	-	162,742	162,742
Disposals	<u>(34,015)</u>	<u>-</u>	<u>(34,015)</u>
At 31st December 2021	<u>774,300</u>	<u>247,099</u>	<u>1,021,399</u>
<b>DEPRECIATION</b>			
At 1st January 2021	64,830	-	64,830
Charge for year	3,094	-	3,094
Disposals	<u>(23,740)</u>	<u>-</u>	<u>(23,740)</u>
At 31st December 2021	<u>44,184</u>	<u>-</u>	<u>44,184</u>
<b>NET BOOK VALUE</b>			
At 31st December 2021	<u>730,116</u>	<u>247,099</u>	<u>977,215</u>
At 31st December 2020	<u>743,487</u>	<u>84,357</u>	<u>827,844</u>

**6. TANGIBLE FIXED ASSETS - continued**

The freehold property relates to housing properties held for re-letting.

The accounts show the value of the properties to be £795,000 before the addition of replaced components. They were revalued by the District Valuer at the 10 August 2010 on the basis of the Existing Use Value for Social Housing (EUV-SH), and in accordance with the RICS Appraisal and Valuation Manual. Had the housing properties not have been revalued, they would have been shown in the accounts at £193,635. The dwellings were refurbished in 1984 with the assistance of a housing association grant in the sum of £171,349. All windows were replaced in 2000 with UPVC frames and a local authority grant of £41,949 was received towards the total costs of £48,792. In addition the components replaced have been shown as additions to housing properties. A prior year adjustment has been made to account for components previously written off to the income and expenditure accounts.

**Assets held at valuation**

The carrying amount of assets held at valuation is as follows:

	<b>Housing Properties</b>	<b>Total</b>	<b>Total</b>
	<b>2021</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Amount of revaluation	398,798	398,798	398,798
Historic cost	<u>375,502</u>	<u>375,502</u>	<u>409,517</u>
	<u>774,300</u>	<u>774,300</u>	<u>808,315</u>

**7. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>COST OR VALUATION</b>	
At 1st January 2021	31,358
Revaluations	<u>4,448</u>
At 31st December 2021	<u>35,806</u>
<b>NET BOOK VALUE</b>	
At 31st December 2021	<u>35,806</u>
At 31st December 2020	<u>31,358</u>

Elizabeth Huggins Cottages Charity  
Notes to the Financial Statements - continued  
for the year ended 31st December 2020

**7. FIXED ASSET INVESTMENTS - continued**

**Historical cost information**

	2021 £	2020 £
The historical cost of investments held at valuation is as follows:		
Historical cost	<u>11,323</u>	<u>11,323</u>

**8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Rent ledger	4,226	5,045
Prepayments and accrued income	<u>1,199</u>	<u>1,154</u>
	<u>5,425</u>	<u>6,199</u>

Included in the rent ledger are arrears of £1,983 (2020: £980).

**9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Rent ledger in advance	-	2,338
Other creditors	16,281	-
Accruals and deferred income	<u>4,790</u>	<u>2,932</u>
	<u>21,071</u>	<u>5,270</u>

The average number of days between receipt and payment of purchase invoices is less than 30 days.

**10. CREDITORS: AMOUNTS FALLING DUE AFTER ONE YEAR**

	2021 £	2020 £
Other loans	<u>130,744</u>	<u>-</u>

**11. RELATED PARTY DISCLOSURES**

At the date of these financial statements, two trustees were councillors of related Local Authorities.

Elizabeth Huggins Cottages Charity

Income and Expenditure Account  
for the year ended 31st December 2021

	2021		2020	
	£	£	£	£
<b>Turnover</b>				
Dwelling rents	69,151		70,956	
	<u>        </u>	69,151	<u>        </u>	70,956
<b>Other income</b>				
Deposit account interest	4		32	
Interest income	921		903	
	<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>
		925		935
		70,076		71,891
<b>Expenditure</b>				
GCHA Management Fee on Rent Collection	8,555		9,452	
GCHA Management Fee on Maintenance	3,191		2,290	
Insurance	2,353		2,272	
Light and heat	923		772	
Ground Maintenance	5,420		4,841	
Repairs & Maintenance	28,560		11,816	
Compensation for residents	35,217		-	
Sundry expenses	242		25	
Accountancy	1,008		1,008	
Independent Examination Fee	840		840	
Subscriptions	328		-	
Services by management company	-		300	
Housing properties depreciation charge	3,094		4,538	
(Profit)/loss on housing properties disposal	10,275		-	
	<u>        </u>	<u>        </u>	<u>        </u>	<u>        </u>
		100,006		38,154
<b>NET SURPLUS</b>		<u>        </u>		<u>        </u>
		29,930		33,737

**ELIZABETH HUGGINS COTTAGES CHARITY**

England & Wales - Charity number 209211

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# Accounts

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**REGISTRATION NUMBER: A3205**  
**CHARITY NUMBER: 209211**

Report of the Trustees' and  
Financial Statements for the Year Ended 31st December 2020  
for  
Elizabeth Huggins Cottages Charity

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Elizabeth Huggins Cottages Charity

Contents of the Financial Statements  
for the year ended 31st December 2020

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Elizabeth Huggins Cottages Charity  
Charity Information  
for the year ended 31st December 2020

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<b>TRUSTEES:</b>	Mr A R Pritchard (Chairman) Mr E Brook (Vice Chairman) Cllr C Caller (Treasurer) (to 14 February 2020) Mrs K Hurdle (Treasurer) Cllr David Hurley (Secretary) Mr T Arnold Mr C Meredith Mr B Newell Mrs K Toor
<b>SECRETARY:</b>	Cllr David Hurley
<b>TREASURER:</b>	Cllr C Caller (to 14 February 2020) Mrs K Hurdle
<b>REGISTERED OFFICE:</b>	c/o Gravesend Churches Housing Ass Ltd 14 London Road Gravesend Kent DA11 9JQ
<b>REGISTERED NUMBER:</b>	A3205
<b>CHARITY NUMBER:</b>	209211
<b>INDEPENDENT EXAMINERS:</b>	Beak Kemmenoe Chartered Accountants 1-3 Manor Road Chatham Kent ME4 6AE
<b>BANKERS:</b>	Barclays Bank Plc New Road Gravesend Kent

The Trustees present their report and the financial statements for the year ended 31 December 2020.

#### **PRINCIPAL ACTIVITY**

The Association is governed by a Trust Deed dated 18th January 2000 where the Trust was created to provide Housing for "necessitous persons injured, incapacitated or invalided in the services of the naval, military or air forces of the Crown." To this end the Trustees administer a complex of thirteen bungalows situated approximately one mile, outside of Gravesend town centre. The principal trust condition, the tenants being injured in the services of the Crown, has the effect of severely limiting the availability of eligible applicants when vacancies arise. The Trustees have reviewed their operations taking account of the guidance in the Charity Commission's general guidance on public benefit and have now agreed that any former service personnel may be considered.

The dwellings were built in 1923 and were extensively refurbished in 1984 with assistance from the Housing Corporation and Gravesend Borough Council. The trustees provide for the management and maintenance of the dwellings for the benefit of the tenants. Gravesend Churches Housing Association provides these services through a management agreement which was signed on 1 January 2004.

#### **PUBLIC BENEFIT**

Taking into account the changes made in the principal activity of the trust, the trustees are satisfied that the work of the trust and its policies and procedures accord with its stated objectives and provides tangible public benefit.

#### **REVIEW OF BUSINESS**

The trust has continued to finance the upkeep of the existing units in order to keep them in an acceptable state, and continue to carry out regular inspections of all of the properties to maintain standards.

Gravesend Church Housing Association continue to act on behalf of the trust in collecting the rents and the general management of the site.

The intention of the trust to redevelop the site has continued to dominate the aspirations of the Board of Trustee's, and notwithstanding the COVID pandemic various areas of progress have been achieved, Stonechart Construction have been awarded the Construction have been awarded the construction contract for phase one.

Home England have been approached for financial assistance with the development which would be over and above the £2m arranged via GBC and have verbally agreed to support all new dwellings, but not any replacement units, this may achieve up to £500k in excess of the GBC arranged loan.

The four units that have to be demolished to create phase one are in the process of being decanted, and it is the intention of the Trust to emulate the decanting policies of GBC and/or GCHA in our dealings with the existing residents.

A meeting with the remaining residents, to keep them up to date will be arranged as soon as the contractors commence work on site, in order to assure them of their security and the continuing support of the Trustee's.

#### **FUTURE DEVELOPMENTS**

The situation regarding Covid-19 has impacted charities and the donations received, however as the trust does not rely on donations and the bulk of its income is from dwelling rents it has been fortunate enough to not have been adversely affected by this.

#### **INVESTMENT REVIEW**

Investments have been reviewed and the trustees have determined that all investments should be placed in low risk cash based deposits.

Elizabeth Huggins Cottages Charity

Report of the Trustees  
for the year ended 31st December 2020

**VALUE FOR MONEY STATEMENT**

In presenting a Value for Money Statement for 2020, Elizabeth Huggins Charity has adopted the Value for Money Statement Metrics introduced by the Regulator of Social Housing, which are shown below.

**1. Reinvestment %**

Works to existing properties	10,476		Housing properties at valuation	827,844	
	<u>10,476</u>	A		<u>827,844</u>	B
					<u>A/B</u>
					<u>1.27%</u>

**2. New Supply delivered %**

a) Social Housing Units			b) Non-Social Housing Units		
Total Social Housing units developed or acquired in the year	-	A	Total Non -Social Housing units developed or acquired in the year	-	A
Total Social Housing Units Managed at period end	13		Total Social Housing Units Managed at period end	13	
	<u>13</u>	B	Total Non-Social Housing Units Managed at period end	0	
	<u>-%</u>	A/B		<u>13</u>	B
				<u>-%</u>	A/B

**3. Gearing**

Short term loans	-		Housing properties at valuation	827,844	
Long term loan	-				
Cash and cash equivalents	(166,008)				A/B
	<u>(166,008)</u>	A		<u>827,844</u>	B
					<u>(20.05%)</u>

**4. Earnings before Interest, Tax, Depreciation, Amortisation, Major Repairs Included (EBITDA MRI) Interest Cover %**

Operating surplus/(deficit)	32,802		Interest capitalised	-	
+ Interest receivable	935		Interest payable and financing costs	-	
+ Total depreciation charge	4,538				A/B
	<u>38,275</u>	A		<u>-</u>	B
					<u>-%</u>

Elizabeth Huggins Cottages Charity  
Report of the Trustees  
for the year ended 31st December 2020

**VALUE FOR MONEY STATEMENT (CONTINUED)**

**5. Headline Social Housing Cost £**

Management costs	13,898		Total Social Housing Units Managed at period end	13	
Service charge costs	773				
Repairs & maintenance costs	18,947				
Other (social housing letting) costs	-				A/B
	<u>33,618</u>	A		<u>13</u>	B
					<u>£2,586</u>

**6. Operating Margin %**

a) Social Housing lettings			b) Overall		
Operating surplus/(deficit) from social housing lettings	37,338	A	Operating surplus/(deficit) overall	32,802	A
Turnover from social housing lettings	70,956	B	Turnover (overall)	70,956	B
	<u>52.62%</u>	A/B		<u>46.23%</u>	A/B

**7. Return on Capital Employed**

Operating surplus/(deficit) overall	32,802		Total assets less current liabilities	1,026,135	
	<u>32,802</u>	A		<u>1,026,135</u>	B
					A/B <u>3.20%</u>

Elizabeth Huggins Cottages Charity aims to deliver value for money, while striving to provide quality of service. The trust does not currently have borrowings and as a result some of the minimum required disclosures above do not provide figures. The trust continues to be mindful of the costs it incurs with a view to being as efficient as possible, along with making savings where it can.

**TRUSTEES**

The trustees shown below have held office during the whole of the period from 1st January 2020 to the date of this report.

Mr A R Pritchard (Chairman)  
Mr E Brook (Vice Chairman)  
Cllr C Caller (Treasurer) (to 14<sup>th</sup> February 2020)  
Mrs K Hurdle (Treasurer)  
Cllr D Hurley  
Mr T Arnold  
Mr C Meredith  
Mr B Newell  
Mrs K Toor

## STRUCTURE, GOVERNANCE AND MANAGEMENT

### Governing document and objects of the charity

The object of the charity is laid down by a Trust Deed dated 18th January 2000 and is the provision of housing for "necessitous persons injured, incapacitated or invalided in the services of the naval, military or air forces of the Crown."

### Trustee and induction training

Advice for trustees published by the Charity Commission is given to new board members and new guidance is notified and made available at Board meetings. Trustees have free access to all members of staff to ensure that they can be fully aware of the activities and methods of the charity.


### Statement of risks and mitigation


The trustees have reviewed the major risks to which the charity is exposed and established systems of procedures to manage those risks

### Reserves Policy

Three months working expenses are to be held as a reasonable reserve to maintain the charity's services.

Approved by order of the board of trustees on 02.10.21..... and signed on its behalf by:

  
.....  
A R Pritchard  
Chairman

  
.....  
K Hurdle  
Treasurer

Date: 2/11/21.....

Independent Examiner's Report to the Board of Trustees  
of Elizabeth Huggins Cottages Charity

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I report to the trustees on my examination of the accounts of Elizabeth Huggins Cottages Charity (the trust) for the year ended 31 December 2020.

**Responsibilities and basis of report**

As the charity trustees of the trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act'). You are also responsible in ensuring that the Registered Social Housing Provider is exempt from an audit.

I report in respect of my examination of the trustees accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 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 trust as required by section 130 of the Act; or
- The accounts do not accord with those records; or
- The accounts do not comply with the applicable requirements concerning the form and content of the 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; or
- The accounts for the year ended 31 December 2020 are not in accordance with the accounting records kept by the Registered Social Housing Provider under paragraph 135(2)(a) of the Housing and Regeneration Act 2008.

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.

**In our opinion**

- The Registered Social Housing Provider has satisfied the conditions for exemption from an audit of the accounts for the year ended 31 December 2020 specified in section 136(3) of the Housing and Regeneration Act 2008;
- The accounts comply with the requirements of the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers of social housing in England 2019.



Natalie Harrison  
ACA FCCA CTA TEP  
Beak Kemmenoe  
Chartered Accountants  
1-3 Manor Road  
Chatham  
Kent  
ME4 6AE

Date: 2 November 21

Elizabeth Huggins Cottages Charity

Statement of Comprehensive Income  
for the year ended 31st December 2020

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	Notes	2020 £	2019 £
<b>TURNOVER</b>	2	70,956	70,236
Administrative expenses		<u>38,154</u>	<u>41,092</u>
<b>OPERATING SURPLUS</b>	3	32,802	29,144
Other income	4	-	30,251
Interest receivable and similar income	5	<u>935</u>	<u>943</u>
<b>RETAINED SURPLUS FOR THE YEAR</b>		33,737	60,338
Unrealised movement on investment revaluation	8	<u>1,885</u>	<u>4,471</u>
<b>SURPLUS FOR THE FINANCIAL YEAR</b>		<u><u>35,622</u></u>	<u><u>64,809</u></u>

Elizabeth Huggins Cottages Charity (Registered number: 209211)

Statement of Financial Position  
31st December 2020

	Notes	2020 £	2019 £
<b>FIXED ASSETS</b>			
Tangible assets	7	827,842	821,904
Investments	8	<u>31,358</u>	<u>29,473</u>
		859,200	851,377
<b>CURRENT ASSETS</b>			
Debtors	9	6,199	7,597
Cash at bank		<u>166,008</u>	<u>137,767</u>
		172,207	145,364
<b>CREDITORS</b>			
Amounts falling due within one year	10	<u>5,270</u>	<u>6,226</u>
<b>NET CURRENT ASSETS</b>		<u>166,937</u>	<u>139,138</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>1,026,137</u>	<u>990,515</u>
<b>RESERVES</b>			
Property revaluation reserve		398,798	398,798
Designated reserves		9,156	9,156
Investment revaluation reserves		20,035	18,150
Income and expenditure account		<u>598,148</u>	<u>564,411</u>
		<u>1,026,137</u>	<u>990,515</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 2 NOV 21 and were signed on its behalf by:

  
.....  
A R Pritchard – Chairman

  
.....  
K Hurdle - Treasurer

The notes form part of these financial statements

Elizabeth Huggins Cottages Charity

Statement of Changes in Reserves  
for the year ended 31st December 2020

	Income & expenditure account £	Property revaluation reserve £	Designated reserves £	Investment revaluation reserves £	Total £
<b>Balance at 1st January 2019</b>	504,073	398,798	9,156	13,679	925,706
Surplus from statement of comprehensive income	64,809	-	-	-	64,809
Increase/(decrease) in market value of investments	<u>(4,471)</u>	<u>-</u>	<u>-</u>	<u>4,471</u>	<u>-</u>
<b>Balance at 31st December 2019</b>	<u>564,411</u>	<u>398,798</u>	<u>9,156</u>	<u>18,150</u>	<u>990,515</u>
Surplus from statement of comprehensive income	35,622	-	-	-	35,622
Increase/(decrease) in market value of investments	<u>(1,885)</u>	<u>-</u>	<u>-</u>	<u>1,885</u>	<u>-</u>
<b>Balance at 31st December 2020</b>	<u><u>598,148</u></u>	<u><u>398,798</u></u>	<u><u>9,156</u></u>	<u><u>20,035</u></u>	<u><u>1,026,137</u></u>

The notes form part of these financial statements

Elizabeth Huggins Cottages Charity

Cash Flow Statement  
for the year ended 31st December 2020

	Notes	2020 £	2019 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>37,782</u>	<u>61,469</u>
Net cash from operating activities		<u>37,782</u>	<u>61,469</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(10,476)	(17,420)
Interest received		<u>935</u>	<u>943</u>
Net cash from investing activities		<u>(9,541)</u>	<u>(16,477)</u>
<b>Increase in cash and cash equivalents</b>		28,241	44,992
<b>Cash and cash equivalents at beginning of year</b>	2	<u>137,767</u>	<u>92,775</u>
<b>Cash and cash equivalents at end of year</b>	2	<u><u>166,008</u></u>	<u><u>137,767</u></u>

The notes form part of these financial statements

Elizabeth Huggins Cottages Charity

Notes to the Cash Flow Statement  
for the year ended 31st December 2020

1. **RECONCILIATION OF OPERATING SURPLUS TO CASH GENERATED FROM OPERATIONS**

	2020	2019
	£	£
Operating surplus	33,737	60,338
Depreciation charges	4,538	4,538
Finance income	(935)	(943)
	<u>37,340</u>	<u>63,933</u>
Decrease/(Increase) in trade and other debtors	1,398	(1,226)
Decrease in trade and other creditors	(956)	(1,238)
<b>Cash generated from operations</b>	<u><u>37,782</u></u>	<u><u>61,469</u></u>

2. **CASH AND CASH EQUIVALENTS**

The amounts disclosed on the Cash Flow Statement in respect of cash and cash equivalents are in respect of these Balance Sheet amounts:

**Year ended 31st December 2020**

	31.12.20	1.1.20
	£	£
Cash and cash equivalents	<u>166,008</u>	<u>137,767</u>

**Year ended 31st December 2019**

	31.12.19	1.1.19
	£	£
Cash and cash equivalents	<u>137,767</u>	<u>92,775</u>

3. **ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.1.20	Cash flow	At 31.12.20
	£	£	£
<b>Net cash</b>			
Cash at bank	<u>137,767</u>	<u>28,241</u>	<u>166,008</u>
	<u>137,767</u>	<u>28,241</u>	<u>166,008</u>
<b>Total</b>	<u><u>137,767</u></u>	<u><u>28,241</u></u>	<u><u>166,008</u></u>

The notes form part of these financial statements

1. **ACCOUNTING POLICIES**

**Accounting convention**

Elizabeth Huggins' Cottages Charity Housing Association constitutes a public benefit as defined by FRS 102.

The financial statements have been prepared in accordance with applicable accounting standards including Financial Reporting Standard 102 The Financial Reporting Standard Applicable in the UK and Republic of Ireland (FRS 102), the Statement of Recommended Practice for Social Housing Providers 2018, and with the Accounting Direction for private registered providers for social housing in England 2019. The financial statements are also prepared under the requirements of the Housing and Regeneration Act 2008. The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

**Turnover**

Turnover represents the rental income receivable in the year.

**1. ACCOUNTING POLICIES - continued**

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Depreciation on tangible fixed assets, except housing properties, is provided at rates calculated to write off the cost or valuation less residual value of each asset over its expected useful life, as follows:

**Housing Properties**

Housing properties are principally properties available for rent and are included at valuation, the valuation basis being the existing use value for social housing. Housing properties are re-valued regularly. The aggregated surplus or deficit on re-valuation is transferred to a revaluation reserve. The housing properties were revalued as at 10 August 2010 the previous valuation being in December 2006. The valuation, based on EUV-SH is £795,000.

Freehold housing properties are depreciated by component on a straight line basis over the estimated useful economic lives of component categories, in accordance with the principles of component accounting in SORP 2014.

Useful economic lives for identified components are as follows:

Structure	-	Nil (see below)
Outbuildings	-	Nil (see below)
Kitchen	-	Straight Line over 20 years
Bathrooms	-	Straight line over 30 years
Heating systems	-	Straight line over 15 years

Improvements are works to existing properties which result in an increase in the net rental income, including a reduction in maintenance costs or result in a significant extension of the useful life of the property.

The housing properties are maintained in a state of repair such that their residual value is not less than their costs or valuation amount, the annual charge for the depreciation relating to the building structure is nil. Regular impairment reviews are carried out and any impairment is provided for.

Housing properties under construction, including any professional fees incurred, are carried forward in the balance sheet at cost. Depreciation is not charged until the construction is complete and the units are available for letting.

**Housing association grants and social housing grants**

The trust accounts for its housing properties at valuation. In accordance with the Housing SORP government grants are recognised using the performance model as follows:

- (a) A grant that does not impose specified future performance-related conditions is recognised as revenue when the grant proceeds are received or receivable.
- (b) A grant that imposes specified future performance-related conditions is recognised as revenue only when the performance-related conditions are met.
- (c) A grant received before the revenue recognition criteria are satisfied is recognised as a liability.

The change in accounting policy this year has resulted in a prior year adjustment to the reserve balances as at 1 January 2018, as detailed in note 12 to the account

In certain circumstances, such as the sales of housing properties, these social housing grants may become repayable, and, in the event, is a subordinated debt and is accounted for as soon as the liability arises within creditors: amounts falling due within one year.

**1. ACCOUNTING POLICIES - continued**

**Designated reserves**

Designated Reserves are part of the unrestricted reserves which have been earmarked by the Trustees for a particular purpose. Such designations may be reversed by future Trustees decisions. Expenditure cannot be directly set against designated reserves but is taken through the income and expenditure account. A transfer is then made from designated reserves as appropriate.

Details of designated reserves currently included in these accounts are set out below:

**Cyclical repairs and maintenance**

The trustees maintain a designated reserve fund for Cyclical Maintenance repairs to cover the cost of a five yearly programme of external redecoration.

**Major repairs**

The RSL provides for future major repairs expenditure on all housing properties under the 1998 Housing Act arrangements and other properties in so far as the major repairs expenditure is not eligible for grants from the Housing Corporation or local authorities.

**Works to existing housing properties**

The RSL capitalises expenditure on housing properties which increase the net rental stream over the life of the property. An increase in the net rental stream may arise through an increase in the rental income, a reduction in future maintenance costs, or a significant extension of the life of the property.

**Other designated reserves**

The Trustees set up temporary reserves as required to assist with specific projects. An emergency and cyclical maintenance works reserve has been set up in the current year in respect of the residential investment properties held.

**Restricted reserves**

Restricted reserves are those reserves held for a specific purpose upon which restrictions have been imposed by the donor or which have been raised by the charity for particular purposes.

Where a restricted reserve is represented by assets that are then revalued, the revaluation element is added to the restricted reserve.

**Property managed by agents**

Management fees are payable to Gravesend Churches Housing Association in respect of the administration provided by the Association. Where the RSL carries the financial risk on property managed by agents, all income and expenditure arising from the property is included in the income and expenditure account.

Elizabeth Huggins Cottages Charity

Notes to the Financial Statements - continued  
for the year ended 31st December 2020

**2. TURNOVER**

Income from lettings

**Number of units managed by  
Registered Social Landlord at**

<b>31 December 2020</b>	<b>1 January 2020</b>
<u>13</u>	<u>13</u>

Housing units

	<b>2020 Total £</b>	<b>2019 Total £</b>
Gross rents	73,841	71,471
Rent losses from voids	(2,885)	(1,235)
Rent losses from bad debts	-	-
Management charges	<u>-</u>	<u>-</u>
Total income from lettings	<u>70,956</u>	<u>70,236</u>

**3. OPERATING SURPLUS**

The operating surplus is stated after charging:

	2020 £	2019 £
Depreciation - owned assets	<u>4,538</u>	<u>4,538</u>

**4. OTHER INCOME**

	2020 £	2019 £
Donations received	<u>-</u>	<u>30,251</u>
	<u>-</u>	<u>30,251</u>

**5. INTEREST RECEIVABLE AND SIMILAR INCOME**

	2020 £	2019 £
Deposit account interest	32	58
Interest income	<u>903</u>	<u>885</u>
	<u>935</u>	<u>943</u>

Elizabeth Huggins Cottages Charity

Notes to the Financial Statements - continued  
for the year ended 31st December 2020

**6. TRUSTEES REMUNERATION AND EXPENSES**

Trustees received no remuneration or out of pocket expenses in the year.

**7. TANGIBLE FIXED ASSETS**

	Housing Properties	Housing Properties (under construction)	Totals
	£	£	£
<b>COST</b>			
At 1st January 2020	808,315	73,881	882,196
Additions	<u>-</u>	<u>10,476</u>	<u>10,476</u>
At 31st December 2020	<u>808,315</u>	<u>84,357</u>	<u>892,672</u>
<b>DEPRECIATION</b>			
At 1st January 2020	60,292	-	60,292
Charge for year	<u>4,538</u>	<u>-</u>	<u>4,538</u>
At 31st December 2020	<u>64,830</u>	<u>-</u>	<u>60,292</u>
<b>NET BOOK VALUE</b>			
At 31st December 2020	<u>743,487</u>	<u>84,357</u>	<u>827,844</u>
At 31st December 2019	<u>748,023</u>	<u>73,881</u>	<u>821,904</u>

**7. TANGIBLE FIXED ASSETS - continued**

The freehold property relates to housing properties held for re-letting.

The accounts show the value of the properties to be £795,000 before the addition of replaced components. They were revalued by the District Valuer at the 10 August 2010 on the basis of the Existing Use Value for Social Housing (EUV-SH), and in accordance with the RICS Appraisal and Valuation Manual. Had the housing properties not have been revalued, they would have been shown in the accounts at £193,635. The dwellings were refurbished in 1984 with the assistance of a housing association grant in the sum of £171,349. All windows were replaced in 2000 with UPVC frames and a local authority grant of £41,949 was received towards the total costs of £48,792. In addition the components replaced have been shown as additions to housing properties. A prior year adjustment has been made to account for components previously written off to the income and expenditure accounts.

**Assets held at valuation**

The carrying amount of assets held at valuation is as follows:

	<b>Housing Properties</b>	<b>Total</b>	<b>Total</b>
	<b>2020</b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Amount of revaluation	398,798	398,798	398,798
Historic cost	<u>409,517</u>	<u>409,517</u>	<u>409,517</u>
	<u>808,315</u>	<u>808,315</u>	<u>808,315</u>

**8. FIXED ASSET INVESTMENTS**

	Listed investments £
<b>COST OR VALUATION</b>	
At 1st January 2020	29,473
Revaluations	<u>1,885</u>
At 31st December 2020	<u>31,358</u>
<b>NET BOOK VALUE</b>	
At 31st December 2020	<u>31,358</u>
At 31st December 2019	<u>29,473</u>

Elizabeth Huggins Cottages Charity

Notes to the Financial Statements - continued  
for the year ended 31st December 2020

**8. FIXED ASSET INVESTMENTS - continued**

**Historical cost information**

	2020 £	2019 £
The historical cost of investments held at valuation is as follows:		
Historical cost	<u>11,323</u>	<u>11,323</u>

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Rent ledger	5,045	6,479
Prepayments and accrued income	<u>1,154</u>	<u>1,118</u>
	<u>6,199</u>	<u>7,597</u>

Included in the rent ledger are arrears of £980 (2019: £1,983).

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2020 £	2019 £
Rent ledger in advance	2,338	1,593
Accruals and deferred income	<u>2,932</u>	<u>4,633</u>
	<u>5,270</u>	<u>6,226</u>

The average number of days between receipt and payment of purchase invoices is less than 30 days.

**11. RELATED PARTY DISCLOSURES**

At the date of these financial statements, two trustees were councillors of related Local Authorities.

Elizabeth Huggins Cottages Charity

Income and Expenditure Account  
for the year ended 31st December 2020

	2020		2019	
	£	£	£	£
<b>Turnover</b>				
Dwelling rents	70,956		70,236	
	<u>70,956</u>	70,956	<u>70,236</u>	70,236
<b>Other income</b>				
Donations	-		30,251	
Deposit account interest	32		58	
Interest income	903		885	
	<u>903</u>	<u>935</u>	<u>885</u>	<u>31,194</u>
		71,891		101,430
<b>Expenditure</b>				
GCHA Management Fee on Rent Collection	9,452		9,090	
GCHA Management Fee on Maintenance	2,290		2,099	
Insurance	2,272		2,422	
Light and heat	772		981	
Ground Maintenance	4,841		7,438	
Repairs & Maintenance	11,816		9,131	
Refurbishment Costs	-		-	
Sundry expenses	25		35	
Accountancy	1,008		2,448	
Independent Examination Fee	840		840	
Subscriptions	-		316	
Services by management company	300		1,754	
Housing properties depreciation charge	4,538		4,538	
	<u>4,538</u>	<u>38,154</u>	<u>4,538</u>	<u>41,092</u>
<b>NET SURPLUS</b>		<u><u>33,737</u></u>		<u><u>60,338</u></u>

