



1912 – 2012

**Hampton Cottages Charity, Knockholt**

Reg. Office: Verrington House – Old London Rd. Knockholt TN14 7LU

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Registered Charity No. 209446

## **Report and Accounts Financial Year ended 31<sup>st</sup> March 2025**

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**Bankers:** CafBank (Charities Aid Foundation), Kings Hill, West Malling, Kent

**Independent Examiner:** Mr David Robson, Cherry Three Cottage, Main Road, Knockholt.

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Hampton Cottages Charity is a member of



& The Independent Housing Ombudsman Scheme

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(Reg. Charity No. 209446)

## **Annual Report for the fiscal year ended 31<sup>st</sup> March, 2025**

### **The Trustees of the Charity are:**

Rev. Tim Edwards - Chairman	Appointed	28 <sup>th</sup> January 2018
Mr. James Edmunds – Trustee	Appointed	8 <sup>th</sup> October 2019
Mrs. Caroline Hubble - Treasurer	Appointed	10 <sup>th</sup> September 2022

(Mr. James Edmunds serves as Trustees by virtue of their positions as Churchwardens of St. Katharine's Church, Knockholt).

### **Statement of Trustees Responsibilities**

Charity legislation requires Trustees to prepare Financial Statements for each financial year. These are required to give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of the surplus or deficit for the period.

In preparing the Financial Statements suitable accounting policies have been adopted and consistently applied, to the best of the Trustees' knowledge and belief, by reference to reasonable and prudent judgements and estimates. Applicable accounting standards have been followed. The charity is not subject to audit as neither the gross income nor the total expenditure exceed the statutory audit threshold, currently £250,000 and the gross income was below the £100,000 accruals threshold thereby enabling the charity to adopt receipts and payments accounts.

The charity therefore remains below the audit threshold and is able to take advantage of the reduced reporting allowed under SORP 2005 (The Statement of Recommended Practice - Accounting and Reporting by Charities) and the Charities (Accounts and Reports) Regulations 2008. Using the Receipts and Payments basis of accounting makes no material difference to either the results or the financial statements (ie: the accounts constitute a factual record summarising the cash transactions of the charity and listing its remaining cash and non-cash assets and its liabilities). The Trustees have chosen this method of presentation as the affairs of the charity are in fact relatively straightforward and this method therefore will in practice differ little from the "Accruals" basis of accounting.

The Trustees are responsible for maintaining adequate accounting records, for safeguarding the assets of the Charity and for preventing and detecting fraud and other irregularities. Investments made by the Charity are reviewed annually. The Trustees are also required to indicate where the Financial Statements are prepared other than on the basis that the Charity is a going concern. . It is the Trustees intention that any major items of income or expenditure which are anticipated or have not been paid will be mentioned in the notes to the accounts

## **Objectives & Organisational Structure**

Hampton Cottages Charity was established in 1912. The primary charitable objective was and remains to provide housing for “poor persons of good character” emanating from within the Parish of Knockholt as it was established at that time. Since the Parishes of Knockholt & Halstead have become a united benefice under one Rector the Trustees now regard the two Parishes as one. The Trustees have a statutory responsibility to administer the Trust in conformity with the Governing Instrument.

The primary objective of the Charity is to provide housing accommodation and associated services of a good general standard for the benefit of appointed residents. The Charity is run by the Trustees - the Incumbent of St. Katharine's Church, Knockholt, the Churchwardens of the day and a further three Trustees appointed by Knockholt Parish Council. All major decisions are discussed and ratified at regular meetings of the Trustees.

## **Employees**

The Charity has no employees, and the Trustees receive no remuneration.

## **Restricted & Permanent Endowment Funds**

The Charity has no restricted funds and there is no permanent endowment fund.

## **Investments**

The Trustees have moved from the historic ultra conservative investment policy to moderate risk in 2019 by investing £40K in CCLA Ethical Investment Fund. During financial year 2024/25 the fund has underperformed, and a review of the investment may be necessary. Any excess funds, not required to service immediate needs, should be placed in a CafGold Deposit account with CAFBank Ltd. (The Charities Aid Foundation) in order to attract a slightly higher return than that available on the CAFBank current account. Funds not required in the medium to long term are deposited with the COIF Charities Deposit Fund (the Charities Official Investment Fund) in order to attract a higher return than that available from CAF. The COIF Deposit Fund has consistently achieved an AAA/V1 Credit Rating - the highest credit rating achievable. Since 2014/15 funds were also transferred to a Virgin Money Charity Deposit account. Hampton Cottages also invested in Charity Bank Ethical 1-Year Fixed rate account.

## **Reserves Policy**

The Trustees have a conservative Reserves Policy to provide for future extraordinary maintenance and repairs. The size of this reserve is determined bearing in mind assessments made during periodic inspections carried out by qualified Chartered Building Surveyors retained by the Trustees when advice is given on the likely cost of current and future repairs and maintenance. It is the Trustees' policy to upgrade and refurbish, where necessary, any almshouse that becomes empty and unoccupied prior to it being occupied by a new resident. An inspection is carried out by qualified surveyors at intervals decided upon by the Trustees to ensure that the properties are being effectively maintained and repaired.

## **Internal Controls & Risk Assessment**

Major risks which might impact the work of the Charity are routinely identified and discussed at meetings of the Trustees. The Trustees are satisfied that all major risks have been identified as far as possible and, where necessary, adequately addressed through the current risk assessment procedures.

## Review of the Year

Sadly, we lost Mrs Audrey Perry in April 2024. We welcomed Mr Daniel Worcester as the new resident at No 7 and Daniel has settled in very well. During 2024/25 general maintenance and improvement of the properties continued as usual. All cottages now have brand new boilers and new showers have been installed where necessary.

## Financial Review

### Income

The Charity's income is derived solely from residents' contributions and interest on deposits.

- **Residents' Maintenance Contributions:** £45,070.86 (2024/25) vs. £40,064.47 (2023/24), reflecting an inflation-linked adjustment.
- **Deposit Interest:** £7,727.17 (2024/25) vs. £7,043.55 (2023/24), with most returns attributed to the CCLA Ethical Investment Fund.
- **Total Income:** £52,798.03 (2024/25) vs. £40,064.47 (2023/24)
- No donations were received during the financial year.

As the Charity operates on a receipts and payments basis, any interest accrued but not received by year-end will be recognized in the following year.

### Expenses

Property improvements were significantly higher this year due to essential infrastructure upgrades:

- **Maintenance & Repairs:** £65,092.00 (2024/25) vs. £22,190.33 (2023/24), with £38,333.40 attributed to the boiler replacement program.
- **Other Outgoings:** £2,911.45 (2024/25) vs. £1,356.72 (2023/24), primarily due to increased accounting fees (£2,000) and rising subscription costs for QuickBooks, the Housing Ombudsman Scheme, and the Almshouse Association.

### Financial Result

- **Net Result:** Deficit of (£17,552.16.) for 2024/25 vs. Surplus of £23,560.97 for 2023/24
- Despite the deficit, largely due to planned infrastructure investment, and the paper loss on CCLA Ethical Investment fund of £2,346.74, the Charity maintains a strong financial position with net current assets of £397,414.72 as of 31st March 2025.
- In regard to the paper loss of £2,346.74, the investment generated £1,569.06 in interest which put the loss at £777.68.

Our sincere thanks go to Mr. David Robson for once again serving as the Charity's Independent Examiner.

The Hampton Cottages Charity continues its membership with both The Almshouse Association and The Housing Ombudsman Scheme.

*Caroline Hubble*

Caroline Hubble  
Treasurer.  
21/06/2025

# Hampton Cottages Charity

## Balance Sheet

As of March 31, 2025

	TOTAL	
	AS OF MAR 31, 2025	AS OF MAR 31, 2024 (PY)
Fixed Asset		
Tangible assets		
Fixed Assets		
Depreciation	-1,629.81	-1,629.81
Fixed Assets	1,629.81	1,629.81
<b>Total Fixed Assets</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Tangible assets</b>	<b>£0.00</b>	<b>£0.00</b>
Non-Current Assets		
Accounts Receivable (Manual)	0.00	0.00
Church Lands Charity Loan	0.00	0.00
Housing Corp Grant	0.00	0.00
Property Owned	2,900,000.00	2,900,000.00
<b>Total Non-Current Assets</b>	<b>£2,900,000.00</b>	<b>£2,900,000.00</b>
<b>Total Fixed Asset</b>	<b>£2,900,000.00</b>	<b>£2,900,000.00</b>
Cash at bank and in hand		
CAF Bank C/A	62,727.39	84,755.01
CAF Gold Deposit A/C	84,744.86	82,764.92
Cash Held	0.00	0.00
CCLA 207740001AA	0.00	0.00
Charity Bank	54,788.09	54,346.38
CO3054733-01 Charity Deposit Account	58,817.74	54,520.74
Virgin Money	81,019.75	80,132.20
<b>Total Cash at bank and in hand</b>	<b>£342,097.83</b>	<b>£356,519.25</b>
Current Assets		
CCLA CO3054732-001 - Ethical Investment Fund	52,973.15	55,319.89
Undeposited Funds	0.00	0.00
<b>Total Current Assets</b>	<b>£52,973.15</b>	<b>£55,319.89</b>
<b>NET CURRENT ASSETS</b>	<b>£395,070.98</b>	<b>£411,839.14</b>
Creditors: amounts falling due within one year		
Current Liabilities		
Maintenance Contribution Overpayment Refundable	784.00	
Suspense Account	0.00	0.00
<b>Total Current Liabilities</b>	<b>£784.00</b>	<b>£0.00</b>
<b>Total Creditors: amounts falling due within one year</b>	<b>£784.00</b>	<b>£0.00</b>
<b>NET CURRENT ASSETS (LIABILITIES)</b>	<b>£394,286.98</b>	<b>£411,839.14</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>	<b>£3,294,286.98</b>	<b>£3,311,839.14</b>
Creditors: amounts falling due after more than one year		
Capital Account	0.00	0.00
Capital - Property	500,000.00	500,000.00
Revaluation Reserve	2,389,148.89	2,389,148.89
<b>Total Capital Account</b>	<b>2,889,148.89</b>	<b>2,889,148.89</b>

# Hampton Cottages Charity

## Balance Sheet

As of March 31, 2025

	TOTAL	
	AS OF MAR 31, 2025	AS OF MAR 31, 2024 (PY)
Ext. Maint. & Repairs Reserve	150,000.00	150,000.00
<b>Total Creditors: amounts falling due after more than one year</b>	<b>£3,039,148.89</b>	<b>£3,039,148.89</b>
<b>TOTAL NET ASSETS (LIABILITIES)</b>	<b>£255,138.09</b>	<b>£272,690.25</b>
Charity funds		
Opening Bal Equity	87,093.64	87,093.64
Opening Balance Equity	185,596.61	162,035.64
Surplus/(Deficit)	-17,552.16	23,560.97
<b>Total Charity funds</b>	<b>£255,138.09</b>	<b>£272,690.25</b>





**CHARITY COMMISSION  
FOR ENGLAND AND WALES**

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees

Charity Name  
Hampton Cottages

#### On accounts for the year ended

31<sup>st</sup> Mar 2025

Charity no  
(if any) 209446

#### Set out on pages

(remember to include the page numbers of additional sheets)

#### Responsibilities and basis of report

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended **31/03/2025**.

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

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### Independent examiner's statement

[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. ~~Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (~~other than that disclosed below \*~~) which gives me cause to believe that in, any material respect:

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

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

*David Robson*

Date:

26/10/25

Name:

DAVID ROBSON

Relevant professional  
qualification(s) or body  
(if any):

Address:

CHERRY TREE COTTAGE

MAIN ROAD

KNOCKHOLT, KENT, TN14 7LT

## Section B

## Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).



**Give here brief details  
of any items that the  
examiner wishes to  
disclose.**

None