



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1st April 2022 Period start date To 31st March 2023 Period end date

Charity name: Charles Amherst's Almshouses

Charity registration number:209602

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Almshouses for blind or impotent persons who have resided in the ancient parish of Pembury for not less than two years next preceding the time of appointment. Any surplus income to be applied for the benefit of almspeople.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	Provision and maintenance of almshouses
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance published by the Charity Commission and believe that all our activities are for the benefit for needy residents in our area of benefit.

Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N/A
Policy on social investment including program related investment	Para 1.38	N/A
Contribution made by volunteers	Para 1.38	Volunteers regularly visit the residents of the almshouses and arrange for the maintenance of their properties.

Other		
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Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	We completely refurbished one of the houses including putting in a new kitchen during the year. The house has now been occupied by a local resident who would otherwise have been homeless due to the redevelopment of the property where he was living.

Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	We simply collect the Weekly Maintenance contributions, monitoring the likely future cost of maintenance and repairs.
Investment performance against objectives	Para 1.41	The year has not been a good one for the performance of investments. We are reviewing our investment policy for the future.
Other		

Financial Review

Review of the charity's	Para 1.21	We have ended the year with a surplus
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financial position at the end of the period		of income of £8,461.43. This will be added to our ear-marked reserves.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are help for future maintenance. One reserve is to build up a reserve to overhaul the roof in 10 – 20 years time. We are told that at current prices this will cost £120K. There is a reserve for routine maintenance. Finally, there is a reserve for exterior re-decoration etc. which happens every 5 years. The buildings were built in 1715.
Amount of reserves held	Para 1.22	At the end of the period we held reserves of £112,034.12
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N/A

Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	The Charity's principal source of funds is the Weekly Maintenance Contributions received from residents.
Investment policy and objectives including any social investment policy adopted	Para 1.46	The investment objectives are safely to grow the fund as much as possible for use in the future maintenance of the buildings.
A description of the principal risks facing the charity	Para 1.46	Investment risk. Risk of having insufficient sums should major works be required and insufficient reserves being held.
Other		

Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Scheme of Trust.
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Unincorporated Association.
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	The Scheme of 1953 provides: <ol style="list-style-type: none"> One ex-officio trustee being the Vicar for the time being of Pembury 3 representative trustees – being 2 by the Parish Council of Pembury and 1 by the committee for the time being of The Pembury Women's Institute One Co-optative Trustee.

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	A policy for the Induction of Trustees was last reviewed and approved in June 2022.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The Charity is a member of The Almshouse Association.
Relationship with any related parties	Para 1.51	None known
Other		

Reference and Administrative details

Charity name	Charles Amherst's Almshouses
Other name the charity uses	Pembury Almshouses
Registered charity number	209602
Charity's principal address	7 Batchelors Pembury Tunbridge Wells Kent, TN2 4ED.

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Nigel Morris Stratton	Chairman	Appointed 8 th September 2022	Pembury Parish Council
2	Nicola Jane Phipps		Appointed 6 th October 2023	Appointed by Pembury Womens Institute
3	Margaret Weaver		Appointed 1 st May 2022	Pembury Parish Council
4	Pauline Edith Franks			Co-optative Trustee
5	Rev Richard Mark Worssam			Vicar of Pembury
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Corporate trustees – names of the directors at the date the report was approved

Director name		
N/A		

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
N/A		

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

Additional information (optional)

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Surveyor	David Jarrett	The Jioners Shop, The Historic Dockyard, Chatham, Kent, ME4 4TZ.
Treasurer	Alan Hughes	7, Henwoods Crescent, Pembury, TN2 4LJ.

Name of chief executive or names of senior staff members (Optional information)

N/A

Exemptions from disclosure

Reason for non-disclosure of key personnel details

Other optional information

Declarations

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

Signed on behalf of the charity's trustees

Signature(s)

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Full name(s)

Nigel Morris Stratton

Nigel Morris Stratton	
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Position (eg Secretary,
Chair, etc)

Chairman

Chairman	
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Date

December 2023

December 2023

Charles Amherst's Almshouses, Pembury

Statement of account for the year ended 31st. March 2023

Income		
WMC from properties	26820.00	
Income from NAACIF shares	0.00	
Total Income		26820.00
Expenditure		
Water sewerage & supply	740.38	
Insurance	1427.53	
Almshouse Association Subscription	196.00	
Chairman's expenses	8.00	
Residents Christmas presents	240.00	
Maintenance and repair	15309.34	
Architect Fees	0.00	
Television licences	159.00	
Electricity/Gas	107.66	
Treasurer's expenses/postage	14.66	
Garden Waste Bins	156.00	
Total expenditure		<u>18358.57</u>
Net income over expenditure		<u><u>8461.43</u></u>
Investment		
Charifund Accumulation Units		38732.31
Bank Statement Balance March 31st. 2023		73301.81

See over for Bank Reconciliation and Maintenance/Repair costs

I have examined the above accounts for the year ending 31/03/2023 and the figures as at that date from the books receipts and bank statements. In my view these give an accurate picture and assessment of the trust's situation for the year and as at that date.

John R. Franks A.C.I.B.

Independent Examiner
01/04/2023

Bank Reconciliation

Opening balance 01/04/2022	64840.38
Less unrepresented Cheques	0 64840.38
Add income to 31/03/2023	26820.00
Less purchase of shares	0.00
Less expenditure	-18358.57
Closing Bank Balance as at 31/03/2023	<u><u>73301.81</u></u>

Analysis of Maintenance and Repairs

New kitchen	11	6137.00
Carpeting	11	2366.16
Replaster & redecoration	11	2940.07
Electrical repairs & tiling	11	1015.20
Kitchen fan +light	9	607.77
New shower door	17	214.46
New toilet unit	17	320.00
New Saniflo unit	17	985.00
Seals to toilet pipe	13	95.00
Service boilers	All	510.00
Repair boiler leak	15	108.00
Paint	11	10.68
Total		<u><u>15309.34</u></u>

Charles Amherst's Almshouses, Pembury

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