

# CHARITY OF CHARLES COLLISON

England & Wales · Charity number 209758

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1962-10-05

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** John Shilcock Ltd  
99 Bancroft  
Hitchin  
Hertfordshire  
SG5 1NQ

**Phone** 01462454144

**Email** [contact@shilcock.com](mailto:contact@shilcock.com)

## Activities

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**Objects:** THE TRUSTEES SHALL APPLY THE INCOME OF THE CHARITY FOR THE BENEFIT OF THE RESIDENTS IN THE ALMHOUSES OF THE CHARITY OR ANY OF THEM IN SUCH MANNER AS THE TRUSTEES THINK FIT FROM TIME TO TIME.

**Activities:** The administration of six almshouses in Hitchin, Hertfordshire and two almshouses in St Ippolytts, Hertfordshire.

## Classification

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

## Geography

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- **Area of benefit:** PARISHES OF HITCHIN AND ST IPPOLLITTS
- Hertfordshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£41,960	£48,803	-	-
2023-12-31	£40,448	£20,047	-	-
2022-12-31	£36,103	£25,719	-	-
2021-12-31	£33,309	£48,054	-	-
2020-12-31	£35,300	£22,747	-	-

## Trustees

Name	Role	Appointed
Ian Albert		2016-04-06
REV Virginia Dear		2016-07-11
Rev Maxine Howarth		2023-05-22

**CHARITY OF CHARLES COLLISON**

England & Wales - Charity number 209758

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# Accounts

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REGISTERED CHARITY NUMBER: 209758

**THE CHARITY OF CHARLES COLLISON**  
**TRUSTEES REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

**THE CHARITY OF CHARLES COLLISON**  
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**FOR THE YEAR ENDED 31ST DECEMBER 2024**

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**THE CHARITY OF CHARLES COLLISON**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**FOR THE YEAR ENDED 31ST DECEMBER 2024**

Charity name: The Charity of Charles Collison

Charity registration number: 209758

Charity address: Shilcock House  
99 Bancroft  
Hitchin  
SG5 1NQ

Trustees: Rev. Maxine Howarth  
Rev. Virginia Dear  
Cllr. Ian Albert

Clerk to the trustees: M. W. Seaman-Hill  
(Provided by John Shilcock Ltd)

Independent examiner: Philip Dean FCA  
Hicks and Company  
Chartered Accountants  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Bankers: Barclays Bank PLC  
5/6 High Street  
Hitchin  
SG5 1BJ

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

The trustees present their annual report with the financial statements of the charity for the year ended 31st December 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

### **Objectives and Activities**

#### **Objectives and aims**

The objectives of the charity are to provide houses of rest for deserving natives or residents of the Parishes of Hitchin and St Ippolyts, that may not find accommodation and security in the local community to suit their particular requirements and needs.

#### **Significant activities**

The charity's objectives are achieved by collecting an occupational charge from the residents who occupy the houses of rest under the control of the trustees. Such charges are utilised in maintaining, repairing and refurbishing the houses as necessary and the paying for the support costs for the functioning of the charity.

#### **Public benefit**

The trustees have paid due regard to the Charity Commissions Public Benefit Guidance and complied with section 17(5) of the Charities Act 2011 in exercising their powers and duties, and have sought to demonstrate that the charity continues to provide benefits to suitable persons who relate directly to its objectives. The benefits are publicly available to all who qualify. All applications are subject to due process and consideration without discrimination.

### **Achievements and Performance**

#### **Charitable activities**

The properties controlled by the trustees continue to be maintained, repaired and refurbished in order that the existing and new residents are properly catered for.

The trustees have continued to make available the houses of rest under their control. The constant demand has reflected the need for such a charity that provides a valuable support service in the local community. The trustees continue a programme of repairs, maintenance and refurbishment so that occupancy is constantly at a high level.

### **Financial Review**

#### **Financial position**

The financial results for the year as shown on pages 6 and 7 reflect the occupational charges collected from residents, investment income received in the year, the costs incurred in collecting the income and maintaining the properties, the support costs and the financial state of affairs of the charity at 31st December 2024.

#### **Principle sources of income**

The major sources of income are occupational charges from residents and investment income from investments made of surplus funds under the control of the trustees.

Occupational charges from residents were £1,241 higher than the previous year at £38,949 (2023: £37,708).

Dividend income increased by £87 as compared to the previous year to £2,519 (2023: £2,432).

#### **Principle items of expenditure**

The trustees continue to monitor and control costs that are incurred after due consideration.

The main item of expenditure continued to be the repair and maintenance of the properties and gardens under the control of the trustees. Overall the cost of repairs and maintenance increased by £25,380 to £30,696 (2023: £5,316). Mainly due to fitting new windows and roof repairs at two of the properties, as well as full carpet replacement and redocation of a vacant property. While the cost of gardening decreased by £348 to £3,120 (2023: £3,468).

Overall in the year there was a net loss before gains on the revaluation of investments of £6,843 (2023: Net income £20,401).

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

**Investment policy**

Consideration is given to the requirement to incur costs as required to maintain the properties, therefore having considered the options available the trustees have decided to retain an amount of funds with John Shilcock Ltd, in a clients account, as a repair fund and to retain excess funds in recognised charity investment funds that are fairly easily accessible. The policies adopted by the trustees are such that invested monies are carefully managed with a low risk.

**Reserves policy**

Reserves are required for:

- Unexpected repairs and maintenance that could be necessary at any time.
- Changes in internal refurbishments as necessary, within reason to accommodate specific or specialist needs of residents.

Based on the charity's activities and the age of the properties, the trustees aim to have unrestricted reserves to cover the historical valuation of the properties of £338,733 and one year's expenditure. The estimated average yearly expenditure is £29,000. At 31st December 2024, the charity's unrestricted funds were in excess of the reserve policy, but the trustees consider this prudent as it ensures the charity has sufficient resources to cover the risks of unexpected repairs and maintenance to the properties. The trustees consider that the present level of occupational charges from residents and investment income together with reserves is sufficient to ensure the present charitable activities can be maintained and are sufficient to meet the objectives of the charity.

**Risk management**

The trustees continue to assess and monitor the major risks to which they consider the charity is exposed particularly in relation to insurance, operations and finance.

**Structure, Governance and Management**

**Governing document**

The charity was constituted by the will of Charles Collison dated 13th October 1947 and is regulated by an Order of the Charity Commissioners for England and Wales dated 27th November 1996 (charity number 209758). The charity's operational address is Shilcock House, 99 Bancroft, Hitchin, Herts, SG5 1NQ.

**Organisational structure**

The charity has a board of three trustees made up as:

- The incumbent of the benefice of Hitchin
- The incumbent of the benefice of St Ippolyts
- A nominee of North Hertfordshire District Council

The trustees meet 2 or 3 times per annum and are responsible for the objectives and activities of the charity. All the trustees contribute to the management of the charity.

The trustees are supported by a clerk, provided by John Shilcock Ltd, professional property advisers, who is responsible for:

- The collection of occupational charges from residents, monitoring and reporting on the maintenance and repairs required in respect of the properties controlled by the trustees.
- Ensuring that all directives of the trustees are appropriately implemented.

A policy of regular meetings means that all aspects of administering the charity are fully reviewed and monitored.

**Recruitment and appointment of trustees**

The trustees can only be the incumbent of the benefice of Hitchin, the incumbent of the benefice of St Ippolyts and a nominee of North Hertfordshire District Council.

**Trustees induction and training**

All trustees are familiar with the work of the charity and are involved in the activities. All trustees are issued with a copy of the Charity Commissioners booklet "The Essential Trustee" and a copy of the latest accounts to enhance their understanding of their statutory responsibilities.

**Plans for future periods**

The houses are of an age that repairs and maintenance are constantly required to comply with residents needs and relevant legislation.

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

**Plans for future periods continued**

The trustees have no specific plans other than to continue the management of the properties and administer charitable resources as appropriate especially to ensure the properties are repaired, maintained and refurbished to a satisfactory standard for existing and new residents.

**Trustees**

The trustees who served during the year were:

Rev. Maxine Howarth  
Rev. Virginia Dear  
Cllr. Ian Albert

**Statement of Trustees Responsibilities**

The trustees are responsible for preparing the Report of the Trustees and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and applications are resources, including the income and expenditure, of the charity for that period.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report was approved by order of the Board of Trustees on ~~7<sup>th</sup> October~~ 2025 and signed on its behalf by:



Rev. Virginia Dear  
Trustee

**THE CHARITY OF CHARLES COLLISON**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**THE CHARITY OF CHARLES COLLISON**  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

**Independent examiner's report to the trustees of The Charity of Charles Collison**

I report to the trustees on my examination of the financial statements of The Charity of Charles Collison for the year ended 31st December 2024, which are set out on Pages 6 to 11.

**Responsibilities and basis of report**

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

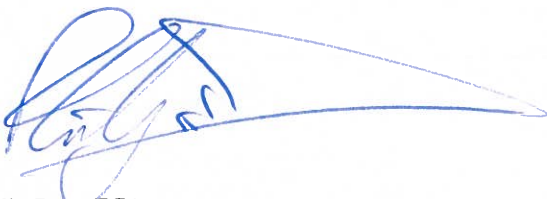
Having satisfied myself that the financial statements of the charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed 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:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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 financial statements to be reached.



Philip Dean FCA  
Hicks and Company  
Chartered Accountant  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Date: 23 Oct 2025

**THE CHARITY OF CHARLES COLLISON**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
(Incorporating an Income and Expenditure Account)  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

	Note	Unrestricted Funds		2024 Total £	2023 Total £
		General Fund £	Cyclical Maintenance Fund £		
<b>Income</b>					
<b>Income from charitable activities:</b>					
Occupational charge from residents		38,949	-	38,949	37,708
<b>Investment income:</b>					
Dividend income		2,519	-	2,519	2,432
Interest received		492	-	492	308
<b>Total income</b>		<b>41,960</b>	<b>-</b>	<b>41,960</b>	<b>40,448</b>
<b>Expenditure</b>					
	4				
<b>Cost of raising funds:</b>					
Costs of collecting residents contributions		4,562	-	4,562	4,488
<b>Expenditure on charitable activities:</b>					
Provision of almshouses		1,350	42,891	44,241	15,559
<b>Total expenditure</b>		<b>5,912</b>	<b>42,891</b>	<b>48,803</b>	<b>20,047</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>		<b>36,048</b>	<b>(42,891)</b>	<b>(6,843)</b>	<b>20,401</b>
Net gains on investments	8	1,969	-	1,969	4,752
<b>Net income/(expenditure) before transfers</b>		<b>38,017</b>	<b>(42,891)</b>	<b>(4,874)</b>	<b>25,153</b>
<b>Transfers between funds</b>		<b>(12,222)</b>	<b>12,222</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>25,795</b>	<b>(30,669)</b>	<b>(4,874)</b>	<b>25,153</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>542,954</b>	<b>46,557</b>	<b>589,511</b>	<b>564,358</b>
<b>Total funds carried forward</b>	11/12	<b>568,749</b>	<b>15,888</b>	<b>584,637</b>	<b>589,511</b>

The notes on pages 8 to 11 form part of these accounts.


All of the above results are derived from continuing activities. There are no other recognised gains or losses other than those stated above.

**THE CHARITY OF CHARLES COLLISON**  
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2024**

	Note	Unrestricted Funds £	Restricted Funds £	2024 £	2023 £
<b>Fixed assets</b>					
Tangible assets	7	338,733	-	338,733	338,733
Investments	8	77,595	-	77,595	75,626
<b>Total fixed assets</b>		<b>416,328</b>	<b>-</b>	<b>416,328</b>	<b>414,359</b>
<b>Current assets</b>					
Debtors	9	5,066	-	5,066	3,339
Short term deposits		33,202	-	33,202	32,710
Cash at bank		119,215	-	119,215	96,451
Cash held by John Shilcock Ltd		15,888	-	15,888	46,557
<b>Total current assets</b>		<b>173,371</b>	<b>-</b>	<b>173,371</b>	<b>179,057</b>
<b>Current liabilities</b>					
Creditors:					
Amounts falling due within one year	10	(5,062)	-	(5,062)	(3,905)
<b>Net current assets</b>		<b>168,309</b>	<b>-</b>	<b>168,309</b>	<b>175,152</b>
<b>Net assets</b>		<b>584,637</b>	<b>-</b>	<b>584,637</b>	<b>589,511</b>
<b>The funds of the charity:</b>					
Unrestricted funds	11/12	584,637	-	584,637	589,511

The notes on pages 8 to 11 form part of these accounts.

The accounts were approved by the Board of Trustees on 7<sup>th</sup> OCTOBER 2025 and were signed on its behalf by:

  
 \_\_\_\_\_  
 Rev. Virginia Dear  
 Trustee

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

**1. Objective**

To provide houses of rest for deserving natives or residents of the Parishes of Hitchin or St Ippolyts.

**2. Status and Basis of Accounting**

**Status**

The charity being a registered charity is not liable for taxation on any of its investment income, nor any other gains derived from carrying out its charitable activities.

**Basis of accounting**

The Financial Statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention modified to include properties and investments at valuation.

**3. Accounting Policies**

**Income**

- Occupational charges represents contributions from residents or social services on behalf of residents of the properties under the control of the trustees and is included on an entitlement basis.
- Income from investments is included in the year when it is receivable.
- Investment gains or losses are recognised as a result of the disposing and revaluing of investments.

**Expenditure**

- All expenditure is included on an accruals basis and is recognised where there is a legal or constructive obligation to pay for expenses. All costs have been directly attributed to the functional categories of resources expended.
- Costs of raising funds comprise the costs of collecting occupational charges and investment management costs.
- Charitable activities expenditure comprise those costs incurred in the delivery of its activities and services for its beneficiaries together with support costs associated with meeting the constitutional and statutory requirements of the charity.

**Tangible fixed assets and depreciation**

Freehold properties are included at a historical valuation. The trustees obtained a valuation survey for insurance purposes dated 22 July 2020, which confirmed that the current value is in excess of the historical valuation. No depreciation is charged as based on the valuation the trustees believe that the residual value of the freehold property is in excess of the carrying value in the accounts.

**Fixed assets investments**

Investments are included at market values.

**Fund accounting**

All funds held by the charity are considered unrestricted funds and are available to be used in accordance with the charitable objectives of each fund at the discretion of the trustees.

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

<b>4. <u>Analysis of Expenditure</u></b>	<b>2024</b>	<b>2023</b>
	<b>£</b>	<b>£</b>
<b>Costs of raising funds:</b>		
Cost of collecting occupational charges	<u>4,562</u>	<u>4,488</u>
<b>Expenditure on charitable activities:</b>		
Repairs and maintenance	30,696	5,316
Water rates	1,277	1,390
Council tax	435	(83)
Light and heat	105	263
Insurance	3,112	2,895
Garden expenses	3,120	3,468
Refuse	-	49
Subscriptions	343	196
Advertising	173	-
Sundry expenses	-	-
Legal and professional fees	3,630	765
Independent examiner's fees	<u>1,350</u>	<u>1,300</u>
	<u>44,241</u>	<u>15,559</u>
<b>Total expenditure</b>	<u><u>48,803</u></u>	<u><u>20,047</u></u>

**5. Trustees' Remuneration and Benefits**

There was no trustees' remuneration or other benefits for the year ended 31st December 2024 nor for the year ended 31st December 2023.

**6. Comparatives for the Statement of Financial Activities**

	Unrestricted funds		<b>2023</b>
	General	Cyclical	
	Fund	Maintenance	Total
	£	Fund	£
	£	£	
<b>Income</b>			
<b>Income from charitable activities:</b>			
Occupational charge from residents	37,708	-	37,708
<b>Investment income:</b>			
Dividend income	2,432	-	2,432
Interest received	308	-	308
<b>Total income</b>	<u>40,448</u>	<u>-</u>	<u>40,448</u>
<b>Expenditure</b>			
<b>Cost of raising funds:</b>			
Costs of collecting residents contributions	4,488	-	4,488
<b>Expenditure on charitable activities:</b>			
Provision of almshouses	1,300	14,259	15,559
<b>Total expenditure</b>	<u>5,788</u>	<u>14,259</u>	<u>20,047</u>
<b>Net income/(expenditure) before investment gains</b>	34,660	(14,259)	20,401
Net gains on investments	<u>4,752</u>	<u>-</u>	<u>4,752</u>

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

**6. Comparatives for the Statement of Financial Activities - continued**

	Unrestricted funds		2023 Total £
	General Fund £	Cyclical Maintenance Fund £	
Net income/(expenditure) before transfers	39,412	(14,259)	25,153
Transfers between funds	(24,366)	24,366	-
Net movement in funds	15,046	10,107	25,153
<b>Reconciliation of funds</b>			
Total funds brought forward	527,908	36,450	564,358
<b>Total funds carried forward</b>	<u>542,954</u>	<u>46,557</u>	<u>589,511</u>

**7. Tangible Fixed Assets**

**Freehold Properties**

**Historic valuation:**

At 1st January 2024 and 31st December 2024

**Total  
£**

338,733

**8. Fixed Asset Investments**

	CAIF Investment £	COIF Charity Fund £	2024 Total £	2023 Total £
<b>Market Value</b>				
At 1st January	23,950	51,676	75,626	70,874
Increase in value	801	1,168	1,969	4,752
<b>At 31st December</b>	<u>24,751</u>	<u>52,844</u>	<u>77,595</u>	<u>75,626</u>

**9. Debtors**

	2024 £	2023 £
Occupational charges in arrears	3,117	1,480
Prepayment for insurance	1,596	1,516
Prepayment for the Almshouse Association	353	343
	<u>5,066</u>	<u>3,339</u>

**10. Creditors: Amounts Falling Due Within One Year**

	2024 £	2023 £
Occupational charges received in advance	1,650	948
Other creditors - repairs and maintenance	430	240
Accrual for rent collection fees	1,443	1,271
Accrual for accountancy fees	1,350	1,300
Accrual for water expenses	189	146
	<u>5,062</u>	<u>3,905</u>

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2024**

**11. Funds**

**General fund:**

To receive occupational charges from residents and investment income.  
To provide funds for the collection of rents and the support costs of the charity.  
To provide funds to the Cyclical Maintenance fund as necessary.

**Cyclical Maintenance fund:**

To manage the properties.  
To ensure the properties are fully insured, maintained and looked after.  
The balance in the fund represents the funds under the control of John Shilcock Ltd.

	Balances 1st January 2024 £	Incoming £	Outgoing £	Transfer between funds £	Investment gains £	Balances 31st December 2024 £
Unrestricted funds:						
General	542,954	41,960	(5,912)	(12,222)	1,969	568,749
Designated fund:						
Cyclical Maintenance	46,557	-	(42,891)	12,222	-	15,888
	<u>589,511</u>	<u>41,960</u>	<u>(48,803)</u>	<u>-</u>	<u>1,969</u>	<u>584,637</u>

	Balances 1st January 2023 £	Incoming £	Outgoing £	Transfer between funds £	Investment gains £	Balances 31st December 2023 £
Unrestricted funds:						
General	527,908	40,448	(5,788)	(24,366)	4,752	542,954
Designated fund:						
Cyclical Maintenance	36,450	-	(14,259)	24,366	-	46,557
	<u>564,358</u>	<u>40,448</u>	<u>(20,047)</u>	<u>-</u>	<u>4,752</u>	<u>589,511</u>

**12. Analysis of Assets and Liabilities to Funds**

	Fixed assets:			Current assets £	Current liabilities £	Net assets 31st December 2024 £
	Properties £	Investment £	Bank £			
Unrestricted funds:						
General	338,733	77,595	152,417	5,066	(5,062)	568,749
Designated fund:						
Cyclical Maintenance	-	-	15,888	-	-	15,888
	<u>338,733</u>	<u>77,595</u>	<u>168,305</u>	<u>5,066</u>	<u>(5,062)</u>	<u>584,637</u>

	Fixed assets:			Current assets £	Current liabilities £	Net assets 31st December 2023 £
	Properties £	Investment £	Bank £			
Unrestricted funds:						
General	338,733	75,626	129,161	3,339	(3,905)	542,954
Designated fund:						
Cyclical Maintenance	-	-	46,557	-	-	46,557
	<u>338,733</u>	<u>75,626</u>	<u>175,718</u>	<u>3,339</u>	<u>(3,905)</u>	<u>589,511</u>



**CHARITY OF CHARLES COLLISON**

England & Wales - Charity number 209758

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# Accounts

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REGISTERED CHARITY NUMBER: 209758

THE CHARITY OF CHARLES COLLISON  
TRUSTEES REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31ST DECEMBER 2023

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**THE CHARITY OF CHARLES COLLISON**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**FOR THE YEAR ENDED 31ST DECEMBER 2023**

Charity name: The Charity of Charles Collison

Charity registration number: 209758

Charity address: Shilcock House  
99 Bancroft  
Hitchin  
SG5 1NQ

Trustees: Rev. Nick Smith (Resigned 22-May-23)  
Rev. Maxine Howarth (Appointed 22-May-23)  
Rev. Virginia Dear  
Cllr. Ian Albert

Clerk to the trustees: M. W. Seaman-Hill  
(Provided by John Shilcock Ltd)

Independent examiner: Philip Dean FCA  
Hicks and Company  
Chartered Accountants  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Bankers: Barclays Bank PLC  
5/6 High Street  
Hitchin  
SG5 1BJ

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**

The trustees present their annual report with the financial statements of the charity for the year ended 31st December 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

### **Objectives and Activities**

#### **Objectives and aims**

The objectives of the charity are to provide houses of rest for deserving natives or residents of the Parishes of Hitchin and St Ippolyts, that may not find accommodation and security in the local community to suit their particular requirements and needs.

#### **Significant activities**

The charity's objectives are achieved by collecting an occupational charge from the residents who occupy the houses of rest under the control of the trustees. Such charges are utilised in maintaining, repairing and refurbishing the houses as necessary and the paying for the support costs for the functioning of the charity.

#### **Public benefit**

The trustees have paid due regard to the Charity Commissions Public Benefit Guidance and complied with section 17(5) of the Charities Act 2011 in exercising their powers and duties, and have sought to demonstrate that the charity continues to provide benefits to suitable persons who relate directly to its objectives. The benefits are publicly available to all who qualify. All applications are subject to due process and consideration without discrimination.

### **Achievements and Performance**

#### **Charitable activities**

The properties controlled by the trustees continue to be maintained, repaired and refurbished in order that the existing and new residents are properly catered for.

The trustees have continued to make available the houses of rest under their control. The constant demand has reflected the need for such a charity that provides a valuable support service in the local community. The trustees continue a programme of repairs, maintenance and refurbishment so that occupancy is constantly at a high level.

### **Financial Review**

#### **Financial position**

The financial results for the year as shown on pages 6 and 7 reflect the occupational charges collected from residents, investment income received in the year, the costs incurred in collecting the income and maintaining the properties, the support costs and the financial state of affairs of the charity at 31st December 2023.

#### **Principle sources of income**

The major sources of income are occupational charges from residents and investment income from investments made of surplus funds under the control of the trustees.

Occupational charges from residents were £3,983 higher than the previous year at £37,708 (2022: £33,725).

Dividend income increased by £85 as compared to the previous year to £2,432 (2022: £2,347).

#### **Principle items of expenditure**

The trustees continue to monitor and control costs that are incurred after due consideration.

The main item of expenditure continued to be the repair and maintenance of the properties and gardens under the control of the trustees. Overall the cost of repairs and maintenance decreased by £4,651 to £5,316 (2022: £9,967). While the cost of gardening increased by £750 to £3,468 (2022: £2,718).

Overall in the year there was net income before gains on the revaluation of investments of £20,401 (2022: £10,384).

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**

**Investment policy**

Consideration is given to the requirement to incur costs as required to maintain the properties, therefore having considered the options available the trustees have decided to retain an amount of funds with John Shilcock Ltd. in a clients account, as a repair fund and to retain excess funds in recognised charity investment funds that are fairly easily accessible. The policies adopted by the trustees are such that invested monies are carefully managed with a low risk.

**Reserves policy**

Reserves are required for:

- Unexpected repairs and maintenance that could be necessary at any time.
- Changes in internal refurbishments as necessary, within reason to accommodate specific or specialist needs of residents.

Based on the charity's activities and the age of the properties, the trustees aim to have unrestricted reserves to cover the historical valuation of the properties of £338,733 and one year's expenditure. The estimated average yearly expenditure is £23,500. At 31st December 2023, the charity's unrestricted funds were in excess of the reserve policy, but the trustees consider this prudent as it ensures the charity has sufficient resources to cover the risks of unexpected repairs and maintenance to the properties. The trustees consider that the present level of occupational charges from residents and investment income together with reserves is sufficient to ensure the present charitable activities can be maintained and are sufficient to meet the objectives of the charity.

**Risk management**

The trustees continue to assess and monitor the major risks to which they consider the charity is exposed particularly in relation to insurance, operations and finance.

**Structure, Governance and Management**

**Governing document**

The charity was constituted by the will of Charles Collison dated 13th October 1947 and is regulated by an Order of the Charity Commissioners for England and Wales dated 27th November 1996 (charity number 209758). The charity's operational address is Shilcock House, 99 Bancroft, Hitchin, Herts, SG5 1NQ.

**Organisational structure**

The charity has a board of three trustees made up as:

- The incumbent of the benefice of Hitchin
- The incumbent of the benefice of St Ippolyts
- A nominee of North Hertfordshire District Council

The trustees meet 2 or 3 times per annum and are responsible for the objectives and activities of the charity. All the trustees contribute to the management of the charity.

The trustees are supported by a clerk, provided by John Shilcock Ltd, professional property advisers, who is responsible for:

- The collection of occupational charges from residents, monitoring and reporting on the maintenance and repairs required in respect of the properties controlled by the trustees.
- Ensuring that all directives of the trustees are appropriately implemented.

A policy of regular meetings means that all aspects of administering the charity are fully reviewed and monitored.

**Recruitment and appointment of trustees**

The trustees can only be the incumbent of the benefice of Hitchin, the incumbent of the benefice of St Ippolyts and a nominee of North Hertfordshire District Council.

**Trustees induction and training**

All trustees are familiar with the work of the charity and are involved in the activities. All trustees are issued with a copy of the Charity Commissioners booklet "The Essential Trustee" and a copy of the latest accounts to enhance their understanding of their statutory responsibilities.

**Plans for future periods**

The houses are of an age that repairs and maintenance are constantly required to comply with residents needs and relevant legislation.

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**

**Plans for future periods continued**

The trustees have no specific plans other than to continue the management of the properties and administer charitable resources as appropriate especially to ensure the properties are repaired, maintained and refurbished to a satisfactory standard for existing and new residents.

**Trustees**

The trustees who served during the year were:

Rev. Nick Smith (Resigned 22-May-23)  
Rev. Maxine Howarth (Appointed 22-May-23)  
Rev. Virginia Dear  
Cllr. Ian Albert

**Statement of Trustees Responsibilities**

The trustees are responsible for preparing the Report of the Trustees and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and applications are resources, including the income and expenditure, of the charity for that period.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report was approved by order of the Board of Trustees on 30th October 2024 and signed on its behalf by:



Rev. Maxine Howarth  
Trustee

**THE CHARITY OF CHARLES COLLISON**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**THE CHARITY OF CHARLES COLLISON**  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**

**Independent examiner's report to the trustees of The Charity of Charles Collison**

I report to the trustees on my examination of the financial statements of The Charity of Charles Collison for the year ended 31 December 2023, which are set out on Pages 6 to 11.

**Responsibilities and basis of report**

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

Having satisfied myself that the financial statements of the charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed 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:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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 financial statements to be reached.



Philip Dean FCA  
Hicks and Company  
Chartered Accountant  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Date: 30th October 2024

**THE CHARITY OF CHARLES COLLISON**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
(Incorporating an Income and Expenditure Account)  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**

	Note	Unrestricted Funds		2023 Total £	2022 Total £
		General Fund £	Cyclical Maintenance Fund £		
<b>Income</b>					
<b>Income from charitable activities:</b>					
Occupational charge from residents		37,708	-	37,708	33,725
<b>Investment income:</b>					
Dividend income		2,432	-	2,432	2,347
Interest received		308	-	308	31
<b>Total income</b>		<b>40,448</b>	<b>-</b>	<b>40,448</b>	<b>36,103</b>
<b>Expenditure</b>					
<b>Cost of raising funds:</b>					
Costs of collecting residents contributions	4	4,488	-	4,488	4,056
<b>Expenditure on charitable activities:</b>					
Provision of almshouses		1,300	14,259	15,559	21,663
<b>Total expenditure</b>		<b>5,788</b>	<b>14,259</b>	<b>20,047</b>	<b>25,719</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>		<b>34,660</b>	<b>(14,259)</b>	<b>20,401</b>	<b>10,384</b>
Net gains/(losses) on investments		4,752	-	4,752	(6,985)
<b>Net income/(expenditure) before transfers</b>		<b>39,412</b>	<b>(14,259)</b>	<b>25,153</b>	<b>3,399</b>
<b>Transfers between funds</b>		<b>(24,366)</b>	<b>24,366</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>15,046</b>	<b>10,107</b>	<b>25,153</b>	<b>3,399</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>527,908</b>	<b>36,450</b>	<b>564,358</b>	<b>560,959</b>
<b>Total funds carried forward</b>	11/12	<b>542,954</b>	<b>46,557</b>	<b>589,511</b>	<b>564,358</b>

The notes on pages 8 to 11 form part of these accounts.

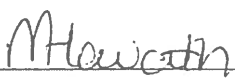
All of the above results are derived from continuing activities. There are no other recognised gains or losses other than those stated above.

**THE CHARITY OF CHARLES COLLISON**  
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2023**

	Note	Unrestricted Funds £	Restricted Funds £	2023 £	2022 £
<b>Fixed assets</b>					
Tangible assets	7	338,733	-	338,733	338,733
Investments	8	75,626	-	75,626	70,874
<b>Total fixed assets</b>		<u>414,359</u>	-	<u>414,359</u>	<u>409,607</u>
<b>Current assets</b>					
Debtors	9	49,896	-	49,896	38,694
Cash at bank		129,161	-	129,161	118,325
<b>Total current assets</b>		<u>179,057</u>	-	<u>179,057</u>	<u>157,019</u>
<b>Current liabilities</b>					
Creditors:					
Amounts falling due within one year	10	(3,905)	-	(3,905)	(2,268)
<b>Net current assets</b>		<u>175,152</u>	-	<u>175,152</u>	<u>154,751</u>
<b>Net assets</b>		<u>589,511</u>	-	<u>589,511</u>	<u>564,358</u>
<b>The funds of the charity:</b>					
Unrestricted funds	11/12	<u>589,511</u>	-	<u>589,511</u>	<u>564,358</u>

The notes on pages 8 to 11 form part of these accounts.

The accounts were approved by the Board of Trustees on 30th October 2024 and were signed on its behalf by:

  
 \_\_\_\_\_  
 Rev. Maxine Howarth  
 Trustee

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**

**1. Objective**

To provide houses of rest for deserving natives or residents of the Parishes of Hitchin or St Ippolyts.

**2. Status and Basis of Accounting**

**Status**

The charity being a registered charity is not liable for taxation on any of its investment income, nor any other gains derived from carrying out its charitable activities.

**Basis of accounting**

The Financial Statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention modified to include properties and investments at valuation.

**3. Accounting Policies**

**Income**

- Occupational charges represents contributions from residents or social services on behalf of residents of the properties under the control of the trustees and is included on an entitlement basis.
- Income from investments is included in the year when it is receivable.
- Investment gains or losses are recognised as a result of the disposing and revaluing of investments.

**Expenditure**

- All expenditure is included on an accruals basis and is recognised where there is a legal or constructive obligation to pay for expenses. All costs have been directly attributed to the functional categories of resources expended.
- Costs of raising funds comprise the costs of collecting occupational charges and investment management costs.
- Charitable activities expenditure comprise those costs incurred in the delivery of its activities and services for its beneficiaries together with support costs associated with meeting the constitutional and statutory requirements of the charity.

**Tangible fixed assets and depreciation**

Freehold properties are included at a historical valuation. The trustees obtained a valuation survey for insurance purposes dated 22 July 2020, which confirmed that the current value is in excess of the historical valuation. No depreciation is charged as based on the valuation the trustees believe that the residual value of the freehold property is in excess of the carrying value in the accounts.

**Fixed assets investments**

Investments are included at market values.

**Fund accounting**

All funds held by the charity are considered unrestricted funds and are available to be used in accordance with the charitable objectives of each fund at the discretion of the trustees.

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**

<b>4. <u>Analysis of Expenditure</u></b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
<b>Costs of raising funds:</b>		
Cost of collecting occupational charges	<u>4,488</u>	<u>4,056</u>
<b>Expenditure on charitable activities:</b>		
Repairs and maintenance	5,316	9,967
Water rates	1,390	1,544
Light and heat	263	100
Insurance	2,895	2,592
Garden expenses	3,468	2,718
Refuse	49	41
Subscriptions	196	187
Council tax	(83)	393
Sundry expenses	-	-
Legal and professional fees	765	2,849
Independent examiner's fees	<u>1,300</u>	<u>1,272</u>
	<u>15,559</u>	<u>21,663</u>
<b>Total expenditure</b>	<u><u>20,047</u></u>	<u><u>25,719</u></u>

**5. Trustees' Remuneration and Benefits**

There was no trustees' remuneration or other benefits for the year ended 31 December 2023 nor for the year ended 31 December 2022.

**6. Comparatives for the Statement of Financial Activities**

	Unrestricted funds		<b>2022</b>
	General	Cyclical	
	Fund	Maintenance	Total
	£	£	£
<b>Income</b>			
<b>Income from charitable activities:</b>			
Occupational charge from residents	33,725	-	33,725
<b>Investment income:</b>			
Dividend income	2,347	-	2,347
Interest received	31	-	31
<b>Total income</b>	<u>36,103</u>	<u>-</u>	<u>36,103</u>
<b>Expenditure</b>			
<b>Cost of raising funds:</b>			
Costs of collecting residents contributions	4,056	-	4,056
<b>Expenditure on charitable activities:</b>			
Provision of almshouses	1,272	20,391	21,663
<b>Total expenditure</b>	<u>5,328</u>	<u>20,391</u>	<u>25,719</u>
<b>Net income/(expenditure) before investment gains</b>	30,775	(20,391)	10,384
Net losses on investments	<u>(6,985)</u>	<u>-</u>	<u>(6,985)</u>

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**

**6. Comparatives for the Statement of Financial Activities - continued**

	Unrestricted funds		2022 Total £
	General Fund £	Cyclical Maintenance Fund £	
Net income/(expenditure) before transfers	23,790	(20,391)	3,399
Transfers between funds	(29,789)	29,789	-
Net movement in funds	(5,999)	9,398	3,399
<b>Reconciliation of funds</b>			
Total funds brought forward	533,907	27,052	560,959
<b>Total funds carried forward</b>	<b>527,908</b>	<b>36,450</b>	<b>564,358</b>

**7. Tangible Fixed Assets**

**Freehold Properties**

**Historic valuation:**

At 1st January 2023 and 31st December 2023

**Total  
£**

**338,733**

**8. Fixed Asset Investments**

	CAIF Investment £	COIF Charity Fund £	2023 Total £	2022 Total £
Market Value				
At 1st January	23,547	47,327	70,874	77,859
Increase in value	403	4,349	4,752	(6,985)
<b>At 31st December</b>	<b>23,950</b>	<b>51,676</b>	<b>75,626</b>	<b>70,874</b>

**9. Debtors**

	2023 £	2022 £
John Shilcock Ltd - cyclical maintenance fund	46,557	36,450
Occupational charges in arrears	1,480	500
Prepayment for insurance	1,516	1,379
Prepayment for the Almshouse Association	343	196
Prepayment for NHDC council tax	-	169
	<b>49,896</b>	<b>38,694</b>

**10. Creditors: Amounts Falling Due Within One Year**

	2023 £	2022 £
Occupational charges received in advance	948	276
Other creditors - repairs and maintenance	240	439
Other creditors - HRJ Foreman Laws	-	180
Accrual for rent collection fees	1,271	101
Accrual for accountancy fees	1,300	1,272
Accrual for water expenses	146	-
	<b>3,905</b>	<b>2,268</b>

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2023**

**11. Funds**

**General fund:**

To receive occupational charges from residents and investment income.  
 To provide funds for the collection of rents and the support costs of the charity.  
 To provide funds to the Cyclical Maintenance fund as necessary.

**Cyclical Maintenance fund:**

To manage the properties.  
 To ensure the properties are fully insured, maintained and looked after.  
 The balance in the fund represents the funds under the control of John Shilcock Ltd.

	Balances 1st January 2023 £	Incoming £	Outgoing £	Transfer between funds £	Investment gains £	Balances 31st December 2023 £
Unrestricted funds:						
General	527,908	40,448	(5,788)	(24,366)	4,752	542,954
Cyclical Maintenance	36,450	-	(14,259)	24,366	-	46,557
	<u>564,358</u>	<u>40,448</u>	<u>(20,047)</u>	<u>-</u>	<u>4,752</u>	<u>589,511</u>

	Balances 1st January 2022 £	Incoming £	Outgoing £	Transfer between funds £	Investment losses £	Balances 31st December 2022 £
Unrestricted funds:						
General	533,907	36,103	(5,328)	(29,789)	(6,985)	527,908
Cyclical Maintenance	27,052	-	(20,391)	29,789	-	36,450
	<u>560,959</u>	<u>36,103</u>	<u>(25,719)</u>	<u>-</u>	<u>(6,985)</u>	<u>564,358</u>

**12. Analysis of Assets and Liabilities to Funds**

	Fixed assets:			Current assets £	Current liabilities £	Net assets 31st December 2023 £
	Properties £	Investment £	Bank £			
Unrestricted funds:						
General	338,733	75,626	129,161	3,339	(3,905)	542,954
Designated fund:						
Cyclical Maintenance	-	-	-	46,557	-	46,557
	<u>338,733</u>	<u>75,626</u>	<u>129,161</u>	<u>49,896</u>	<u>(3,905)</u>	<u>589,511</u>

	Fixed assets:			Current assets £	Current liabilities £	Net assets 31st December 2022 £
	Properties £	Investment £	Bank £			
Unrestricted funds:						
General	338,733	70,874	118,325	2,244	(2,268)	527,908
Designated fund:						
Cyclical Maintenance	-	-	-	36,450	-	36,450
	<u>338,733</u>	<u>70,874</u>	<u>118,325</u>	<u>38,694</u>	<u>(2,268)</u>	<u>564,358</u>

**CHARITY OF CHARLES COLLISON**

England & Wales - Charity number 209758

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# Accounts

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REGISTERED CHARITY NUMBER: 209758

**THE CHARITY OF CHARLES COLLISON**  
**TRUSTEES REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**THE CHARITY OF CHARLES COLLISON**  
**INDEX TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

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**THE CHARITY OF CHARLES COLLISON**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**FOR THE YEAR ENDED 31ST DECEMBER 2022**

Charity name: The Charity of Charles Collison

Charity registration number: 209758

Charity address: Shilcock House  
99 Bancroft  
Hitchin  
SG5 1NQ

Trustees: Rev. Nick Smith (Resigned 22-May-23)  
Rev. Maxine Howarth (Appointed 22-May-23)  
Rev. Virginia Dear  
Councillor Ian Albert

Clerk to the trustees: M. W. Seaman-Hill  
(Provided by John Shilcock Ltd)

Independent examiner: Philip Dean FCA  
Hicks and Company  
Chartered Accountants  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Bankers: Barclays Bank PLC  
5/6 High Street  
Hitchin  
SG5 1BJ

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

The trustees present their annual report with the financial statements of the charity for the year ended 31st December 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

### **Objectives and Activities**

#### **Objectives and aims**

The objectives of the charity are to provide houses of rest for deserving natives or residents of the Parishes of Hitchin and St Ippolyts, that may not find accommodation and security in the local community to suit their particular requirements and needs.

#### **Significant activities**

The charity's objectives are achieved by collecting an occupational charge from the residents who occupy the houses of rest under the control of the trustees. Such charges are utilised in maintaining, repairing and refurbishing the houses as necessary and the paying for the support costs for the functioning of the charity.

#### **Public benefit**

The trustees have paid due regard to the Charity Commissions Public Benefit Guidance and complied with section 17(5) of the Charities Act 2011 in exercising their powers and duties, and have sought to demonstrate that the charity continues to provide benefits to suitable persons who relate directly to its objectives. The benefits are publicly available to all who qualify. All applications are subject to due process and consideration without discrimination.

### **Achievements and Performance**

#### **Charitable activities**

The properties controlled by the trustees continue to be maintained, repaired and refurbished in order that the existing and new residents are properly catered for.

The trustees have continued to make available the houses of rest under their control. The constant demand has reflected the need for such a charity that provides a valuable support service in the local community. The trustees continue a programme of repairs, maintenance and refurbishment so that occupancy is constantly at a high level.

### **Financial Review**

#### **Financial position**

The financial results for the year as shown on pages 6 and 7 reflect the occupational charges collected from residents, investment income received in the year, the costs incurred in collecting the income and maintaining the properties, the support costs and the financial state of affairs of the charity at 31st December 2022.

#### **Principle sources of income**

The major sources of income are occupational charges from residents and investment income from investments made of surplus funds under the control of the trustees.

Occupational charges from residents were £2,676 higher than the previous year at £33,725 (2021: £31,049).

Dividend income increased by £90 as compared to the previous year to £2,347 (2021: £2,257).

#### **Principle items of expenditure**

The trustees continue to monitor and control costs that are incurred after due consideration.

The main item of expenditure continued to be the repair and maintenance of the properties and gardens under the control of the trustees. Overall the cost of repairs and maintenance decreased by £26,086 to £9,967 (2021: £36,053). While the cost of gardening increased by £162 to £2,718 (2021: £2,556).

Overall in the year there was net income before losses on the revaluation of investments of £10,384 (2021: net expenditure £14,745).

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**Investment policy**

Consideration is given to the requirement to incur costs as required to maintain the properties, therefore having considered the options available the trustees have decided to retain an amount of funds with John Shilcock Ltd, in a clients account, as a repair fund and to retain excess funds in recognised charity investment funds that are fairly easily accessible.

**Reserves policy**

The policies adopted by the trustees are such that invested monies are carefully managed with a low risk. The trustees consider that the present level of occupational charges from residents and investment income together with reserves is sufficient to ensure the present charitable activities can be maintained and are sufficient to meet the objectives of the charity.

**Risk management**

The trustees continue to assess and monitor the major risks to which they consider the charity is exposed particularly in relation to insurance, operations and finance.

**Structure, Governance and Management**

**Governing document**

The charity was constituted by the will of Charles Collison dated 13th October 1947 and is regulated by an Order of the Charity Commissioners for England and Wales dated 27th November 1996 (charity number 209758). The charity's operational address is Shilcock House, 99 Bancroft, Hitchin, Herts, SG5 1NQ.

**Organisational structure**

The charity has a board of three trustees made up as:

- The incumbent of the benefice of Hitchin
- The incumbent of the benefice of St Ippolyts
- A nominee of North Hertfordshire District Council

The trustees meet 2 or 3 times per annum and are responsible for the objectives and activities of the charity. All the trustees contribute to the management of the charity.

The trustees are supported by a clerk, provided by John Shilcock Ltd, professional property advisers, who is responsible for:

- The collection of occupational charges from residents, monitoring and reporting on the maintenance and repairs required in respect of the properties controlled by the trustees.
- Ensuring that all directives of the trustees are appropriately implemented.

A policy of regular meetings means that all aspects of administering the charity are fully reviewed and monitored.

**Recruitment and appointment of trustees**

The trustees can only be the incumbent of the benefice of Hitchin, the incumbent of the benefice of St Ippolyts and a nominee of North Hertfordshire District Council.

**Trustees induction and training**

All trustees are familiar with the work of the charity and are involved in the activities. All trustees are issued with a copy of the Charity Commissioners booklet "The Essential Trustee" and a copy of the latest accounts to enhance their understanding of their statutory responsibilities.

**Plans for future periods**

The houses are of an age that repairs and maintenance are constantly required to comply with residents needs and relevant legislation.

Reserves are required for:

- Unexpected repairs and maintenance that could be necessary at any time.
- Changes in internal refurbishments as necessary, within reason to accommodate specific or specialist needs of residents.

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**Plans for future periods continued**

The trustees have no specific plans other than to continue the management of the properties and administer charitable resources as appropriate especially to ensure the properties are repaired, maintained and refurbished to a satisfactory standard for existing and new residents.

**Trustees**

The trustees who served during the year were:

Rev. Nick Smith (Resigned 22-May-23)  
Rev. Maxine Howarth (Appointed 22-May-23)  
Rev. Virginia Dear  
Councillor Ian Albert

**Statement of Trustees Responsibilities**

The trustees are responsible for preparing the Report of the Trustees and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and applications are resources, including the income and expenditure, of the charity for that period.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report was approved by order of the Board of Trustees on 31 October 2023 and signed on its behalf by:



Rev. Virginia Dear  
Trustee

**THE CHARITY OF CHARLES COLLISON**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**THE CHARITY OF CHARLES COLLISON**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**Independent examiner's report to the trustees of The Charity of Charles Collison**

I report to the trustees on my examination of the financial statements of The Charity of Charles Collison for the year ended 31 December 2022, which are set out on Pages 6 to 11.

**Responsibilities and basis of report**

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

Having satisfied myself that the financial statements of the charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed 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:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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 financial statements to be reached.



Philip Dean FCA  
Hicks and Company  
Chartered Accountant  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Date: 31 October 2023

**THE CHARITY OF CHARLES COLLISON**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
(Incorporating an Income and Expenditure Account)  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

	Note	Unrestricted Funds		2022 Total £	2021 Total £
		General Fund £	Cyclical Maintenance Fund £		
<b>Income</b>					
<b>Income from charitable activities:</b>					
Occupational charge from residents		33,725	-	33,725	31,049
<b>Investment income:</b>					
Dividend income		2,347	-	2,347	2,257
Interest received		31	-	31	3
<b>Total income</b>		<b>36,103</b>	<b>-</b>	<b>36,103</b>	<b>33,309</b>
<b>Expenditure</b>					
	4				
<b>Cost of raising funds:</b>					
Costs of collecting residents contributions		4,056	-	4,056	3,624
<b>Expenditure on charitable activities:</b>					
Provision of almshouses		1,272	20,391	21,663	44,430
<b>Total expenditure</b>		<b>5,328</b>	<b>20,391</b>	<b>25,719</b>	<b>48,054</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>		<b>30,775</b>	<b>(20,391)</b>	<b>10,384</b>	<b>(14,745)</b>
Net gains/(losses) on investments		(6,985)	-	(6,985)	8,661
<b>Net income/(expenditure) before transfers</b>		<b>23,790</b>	<b>(20,391)</b>	<b>3,399</b>	<b>(6,084)</b>
<b>Transfers between funds</b>		<b>(29,789)</b>	<b>29,789</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>(5,999)</b>	<b>9,398</b>	<b>3,399</b>	<b>(6,084)</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>533,907</b>	<b>27,052</b>	<b>560,959</b>	<b>567,043</b>
<b>Total funds carried forward</b>	11/12	<b>527,908</b>	<b>36,450</b>	<b>564,358</b>	<b>560,959</b>

The notes on pages 8 to 11 form part of these accounts.


All of the above results are derived from continuing activities. There are no other recognised gains or losses other than those stated above.

**THE CHARITY OF CHARLES COLLISON**  
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2022**

	Note	Unrestricted Funds £	Restricted Funds £	2022 £	2021 £
<b>Fixed assets</b>					
Tangible assets	7	338,733	-	338,733	338,733
Investments	8	70,874	-	70,874	77,859
<b>Total fixed assets</b>		<b>409,607</b>	<b>-</b>	<b>409,607</b>	<b>416,592</b>
<b>Current assets</b>					
Debtors	9	38,694	-	38,694	28,833
Cash at bank		118,325	-	118,325	117,532
<b>Total current assets</b>		<b>157,019</b>	<b>-</b>	<b>157,019</b>	<b>146,365</b>
<b>Current liabilities</b>					
Creditors:					
Amounts falling due within one year	10	(2,268)	-	(2,268)	(1,998)
<b>Net current assets</b>		<b>154,751</b>	<b>-</b>	<b>154,751</b>	<b>144,367</b>
<b>Net assets</b>		<b>564,358</b>	<b>-</b>	<b>564,358</b>	<b>560,959</b>
<b>The funds of the charity:</b>					
Unrestricted funds	11/12	564,358	-	564,358	560,959

The notes on pages 8 to 11 form part of these accounts.

The accounts were approved by the Board of Trustees on 31 October 2023 and were signed on its behalf by:

  
 \_\_\_\_\_  
 Rev. Virginia Dear  
 Trustee

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**1. Objective**

To provide houses of rest for deserving natives or residents of the Parishes of Hitchin or St Ippolyts.

**2. Status and Basis of Accounting**

**Status**

The charity being a registered charity is not liable for taxation on any of its investment income, nor any other gains derived from carrying out its charitable activities.

**Basis of accounting**

The Financial Statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention modified to include properties and investments at valuation.

**3. Accounting Policies**

**Income**

- Occupational charges represents contributions from residents or social services on behalf of residents of the properties under the control of the trustees and is included on an entitlement basis.
- Income from investments is included in the year when it is receivable.
- Investment gains or losses are recognised as a result of the disposing and revaluing of investments.

**Expenditure**

- All expenditure is included on an accruals basis and is recognised where there is a legal or constructive obligation to pay for expenses. All costs have been directly attributed to the functional categories of resources expended.
- Costs of raising funds comprise the costs of collecting occupational charges and investment management costs.
- Charitable activities expenditure comprise those costs incurred in the delivery of its activities and services for its beneficiaries together with support costs associated with meeting the constitutional and statutory requirements of the charity.

**Tangible fixed assets and depreciation**

Freehold properties are included at a historical valuation. The trustees obtained a valuation survey for insurance purposes dated 22 July 2020, which confirmed that the current value is in excess of the historical valuation. No depreciation is charged as based on the valuation the trustees believe that the residual value of the freehold property is in excess of the carrying value in the accounts.

**Fixed assets investments**

Investments are included at market values.

**Fund accounting**

All funds held by the charity are considered unrestricted funds and are available to be used in accordance with the charitable objectives of each fund at the discretion of the trustees.

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**4. Analysis of Expenditure**

	2022 £	2021 £
<b>Costs of raising funds:</b>		
Cost of collecting occupational charges	4,056	3,624
<b>Expenditure on charitable activities:</b>		
Repairs and maintenance	9,967	36,053
Water rates	1,544	1,000
Light and heat	100	304
Insurance	2,592	2,447
Garden expenses	2,718	2,556
Refuse	41	40
Subscriptions	187	107
Council tax	393	220
Sundry expenses	-	90
Legal and professional fees	2,849	455
Independent examiner's fees	1,272	1,158
	21,663	44,430
<b>Total expenditure</b>	25,719	48,054

**5. Trustees' Remuneration and Benefits**

There was no trustees' remuneration or other benefits for the year ended 31 December 2022 nor for the year ended 31 December 2021.

**6. Comparatives for the Statement of Financial Activities**

	Unrestricted funds		
	General Fund £	Cyclical Maintenance Fund £	2021 Total £
<b>Income</b>			
<b>Income from charitable activities:</b>			
Occupational charge from residents	31,049	-	31,049
<b>Investment income:</b>			
Dividend income	2,257	-	2,257
Interest received	3	-	3
<b>Total income</b>	33,309	-	33,309
<b>Expenditure</b>			
<b>Cost of raising funds:</b>			
Costs of collecting residents contributions	3,624	-	3,624
<b>Expenditure on charitable activities:</b>			
Provision of almshouses	1,158	43,272	44,430
<b>Total expenditure</b>	4,782	43,272	48,054
<b>Net income/(expenditure) before investment gains</b>	28,527	(43,272)	(14,745)
Net gains on investments	8,661	-	8,661
	8,661	-	8,661

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**6. Comparatives for the Statement of Financial Activities - continued**

	Unrestricted funds		2021 Total £
	General Fund £	Cyclical Maintenance Fund £	
Net income/(expenditure) before transfers	37,188	(43,272)	(6,084)
Transfers between funds	(8,406)	8,406	-
Net movement in funds	28,782	(34,866)	(6,084)
<b>Reconciliation of funds</b>			
Total funds brought forward	505,125	61,918	567,043
<b>Total funds carried forward</b>	<b>533,907</b>	<b>27,052</b>	<b>560,959</b>

**7. Tangible Fixed Assets**

**Freehold Properties**

**Historic valuation:**

At 1st January 2022 and 31st December 2022

**Total  
£**

**338,733**

**8. Fixed Asset Investments**

	CAIF Investment £	COIF Charity Fund £	2022 Total £	2021 Total £
<b>Market Value</b>				
At 1st January	24,304	53,555	77,859	69,198
Increase in value	(757)	(6,228)	(6,985)	8,661
<b>At 31st December</b>	<b>23,547</b>	<b>47,327</b>	<b>70,874</b>	<b>77,859</b>

**9. Debtors**

	2022 £	2021 £
John Shilcock Ltd - cyclical maintenance fund	36,450	27,052
Occupational charges in arrears	500	381
Prepaid expenses	1,744	1,400
	<b>38,694</b>	<b>28,833</b>

**10. Creditors: Amounts Falling Due Within One Year**

	2022 £	2021 £
Occupational charges received in advance	276	84
Other creditors - repairs and maintenance	439	402
Other creditors - HRJ Foreman Laws	180	180
Accrual for rent collection fees	101	174
Accrual for accountancy fees	1,272	1,158
	<b>2,268</b>	<b>1,998</b>

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2022**

**11. Funds**

**General fund:**

To receive occupational charges from residents and investment income.  
 To provide funds for the collection of rents and the support costs of the charity.  
 To provide funds to the Cyclical Maintenance fund as necessary.

**Cyclical Maintenance fund:**

To manage the properties.  
 To ensure the properties are fully insured, maintained and looked after.  
 The balance in the fund represents the funds under the control of John Shilcock Ltd.

	Balances 1st January 2022 £	Incoming £	Outgoing £	Transfer between funds £	Investment gains £	Balances 31st December 2022 £
Unrestricted funds:						
General	533,907	36,103	(5,328)	(29,789)	(6,985)	527,908
Cyclical Maintenance	27,052	-	(20,391)	29,789	-	36,450
	<u>560,959</u>	<u>36,103</u>	<u>(25,719)</u>	<u>-</u>	<u>(6,985)</u>	<u>564,358</u>

	Balances 1st January 2021 £	Incoming £	Outgoing £	Transfer between funds £	Investment gains £	Balances 31st December 2021 £
Unrestricted funds:						
General	505,125	33,309	(4,782)	(8,406)	8,661	533,907
Cyclical Maintenance	61,918	-	(43,272)	8,406	-	27,052
	<u>567,043</u>	<u>33,309</u>	<u>(48,054)</u>	<u>-</u>	<u>8,661</u>	<u>560,959</u>

**12. Analysis of Assets and Liabilities to Funds**

	Fixed assets:			Current assets £	Current liabilities £	Net assets 31st December 2022 £
	Properties £	Investment £	Bank £			
Unrestricted funds:						
General	338,733	70,874	118,325	2,244	(2,268)	527,908
Designated fund:						
Cyclical Maintenance	-	-	-	36,450	-	36,450
	<u>338,733</u>	<u>70,874</u>	<u>118,325</u>	<u>38,694</u>	<u>(2,268)</u>	<u>564,358</u>

	Fixed assets:			Current assets £	Current liabilities £	Net assets 31st December 2021 £
	Properties £	Investment £	Bank £			
Unrestricted funds:						
General	338,733	77,859	117,532	1,781	(1,998)	533,907
Designated fund:						
Cyclical Maintenance	-	-	-	27,052	-	27,052
	<u>338,733</u>	<u>77,859</u>	<u>117,532</u>	<u>28,833</u>	<u>(1,998)</u>	<u>560,959</u>



**CHARITY OF CHARLES COLLISON**

England & Wales - Charity number 209758

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# Accounts

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REGISTERED CHARITY NUMBER: 209758

THE CHARITY OF CHARLES COLLISON  
TRUSTEES REPORT AND ACCOUNTS  
FOR THE YEAR ENDED 31ST DECEMBER 2021

**THE CHARITY OF CHARLES COLLISON**  
**INDEX TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

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**THE CHARITY OF CHARLES COLLISON**

**LEGAL AND ADMINISTRATIVE INFORMATION**

**FOR THE YEAR ENDED 31ST DECEMBER 2021**

Charity name: The Charity of Charles Collison

Charity registration number: 209758

Charity address: Shilcock House  
99 Bancroft  
Hitchin  
SG5 1NQ

Trustees: Rev. Nick Smith  
Rev. Virginia Dear  
Councillor Ian Albert

Clerk to the trustees: M. W. Seaman-Hill  
(Provided by Messrs. John Shilcock)

Independent examiner: Philip Dean FCA  
Hicks and Company  
Chartered Accountants  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Bankers: Barclays Bank PLC  
5/6 High Street  
Hitchin  
SG5 1BJ

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

The trustees present their annual report with the financial statements of the charity for the year ended 31st December 2021. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

### **Objectives and Activities**

#### **Objectives and aims**

The objectives of the charity are to provide houses of rest for deserving natives or residents of the Parishes of Hitchin and St Ippolyts, that may not find accommodation and security in the local community to suit their particular requirements and needs.

#### **Significant activities**

The charity's objectives are achieved by collecting an occupational charge from the residents who occupy the houses of rest under the control of the trustees. Such charges are utilised in maintaining, repairing and refurbishing the houses as necessary and the paying for the support costs for the functioning of the charity.

#### **Public benefit**

The trustees have paid due regard to the Charity Commissions Public Benefit Guidance and complied with section 17(5) of the Charities Act 2011 in exercising their powers and duties, and have sought to demonstrate that the charity continues to provide benefits to suitable persons who relate directly to its objectives. The benefits are publicly available to all who qualify. All applications are subject to due process and consideration without discrimination.

### **Achievements and Performance**

#### **Charitable activities**

The properties controlled by the trustees continue to be maintained, repaired and refurbished in order that the existing and new residents are properly catered for.

The trustees have continued to make available the houses of rest under their control. The constant demand has reflected the need for such a charity that provides a valuable support service in the local community. The trustees continue a programme of repairs, maintenance and refurbishment so that occupancy is constantly at a high level.

Fortunately, the charity has thus far been relatively unaffected by the ongoing Covid-19 pandemic. Since the pandemic started, the occupational charges from residents and income from investments has been maintained at almost the previous year's level, but the trustees are aware of the possible impact in the near future whilst uncertainty remains.

### **Financial Review**

#### **Financial position**

The financial results for the year as shown on pages 6 and 7 reflect the occupational charges collected from residents, investment income received in the year, the costs incurred in collecting the income and maintaining the properties, the support costs and the financial state of affairs of the charity at 31st December 2021.

#### **Principle sources of income**

The major sources of income are occupational charges from residents and investment income from investments made of surplus funds under the control of the trustees.

Occupational charges from residents were £1,943 lower than the previous year at £31,049 (2020: £32,992).

Dividend income decreased by £26 as compared to the previous year to £2,257 (2020: £2,283).

#### **Principle items of expenditure**

The trustees continue to monitor and control costs that are incurred after due consideration.

The main item of expenditure continued to be the repair and maintenance of the properties and gardens under the control of the trustees. Overall the cost of repairs and maintenance increased by £27,629 to £36,053 (2020: £8,424). While the cost of gardening increased by £66 to £2,556 (2020: £2,490).

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**Financial review - continued**

Overall in the year there was net expenditure before gains on the revaluation of investments of £14,745 (2020: net income £12,553).

**Investment policy**

Consideration is given to the requirement to incur costs as required to maintain the properties, therefore having considered the options available the trustees have decided to retain an amount of funds with Messrs John Shilcock, in a clients account, as a repair fund and to retain excess funds in recognised charity investment funds that are fairly easily accessible.

**Reserves policy**

The policies adopted by the trustees are such that invested monies are carefully managed with a low risk. The trustees consider that the present level of occupational charges from residents and investment income together with reserves is sufficient to ensure the present charitable activities can be maintained and are sufficient to meet the objectives of the charity.

**Risk management**

The trustees continue to assess and monitor the major risks to which they consider the charity is exposed particularly in relation to insurance, operations and finance.

**Structure, Governance and Management**

**Governing document**

The charity was constituted by the will of Charles Collison dated 13th October 1947 and is regulated by an Order of the Charity Commissioners for England and Wales dated 27th November 1996 (charity number 209758). The charity's operational address is Shilcock House, 99 Bancroft, Hitchin, Herts, SG5 1NQ.

**Organisational structure**

The charity has a board of three trustees made up as:

- The incumbent of the benefice of Hitchin
- The incumbent of the benefice of St Ippolyts
- A nominee of North Hertfordshire District Council

The trustees meet 2 or 3 times per annum and are responsible for the objectives and activities of the charity. All the trustees contribute to the management of the charity.

The trustees are supported by a clerk, provided by Messrs John Shilcock, professional property advisers, who is responsible for:

- The collection of occupational charges from residents, monitoring and reporting on the maintenance and repairs required in respect of the properties controlled by the trustees.
- Ensuring that all directives of the trustees are appropriately implemented.

A policy of regular meetings means that all aspects of administering the charity are fully reviewed and monitored.

**Recruitment and appointment of trustees**

The trustees can only be the incumbent of the benefice of Hitchin, the incumbent of the benefice of St Ippolyts and a nominee of North Hertfordshire District Council.

**Trustees induction and training**

All trustees are familiar with the work of the charity and are involved in the activities. All trustees are issued with a copy of the Charity Commissioners booklet "The Essential Trustee" and a copy of the latest accounts to enhance their understanding of their statutory responsibilities.

**Plans for future periods**

The houses are of an age that repairs and maintenance are constantly required to comply with residents needs and relevant legislation.

Reserves are required for:

- Unexpected repairs and maintenance that could be necessary at any time.
- Changes in internal refurbishments as necessary, within reason to accommodate specific or specialist needs of residents.

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**Plans for future periods continued**

The trustees have no specific plans other than to continue the management of the properties and administer charitable resources as appropriate especially to ensure the properties are repaired, maintained and refurbished to a satisfactory standard for existing and new residents.

**Trustees**

The trustees who served during the year were:

Rev. Nick Smith  
Rev. Virginia Dear  
Councillor Ian Albert

**Statement of Trustees Responsibilities**

The trustees are responsible for preparing the Report of the Trustees and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).


The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and applications are resources, including the income and expenditure, of the charity for that period.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report was approved by order of the Board of Trustees on ~~15-08~~ 2022 and signed on its behalf by:

  
~~Rev. Nick Smith~~ VIRGINIA DEAR  
Trustee

**THE CHARITY OF CHARLES COLLISON**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**THE CHARITY OF CHARLES COLLISON**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**Independent examiner's report to the trustees of The Charity of Charles Collison**

I report to the trustees on my examination of the financial statements of The Charity of Charles Collison for the year ended 31 December 2021, which are set out on Pages 6 to 11.

**Responsibilities and basis of report**

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

Having satisfied myself that the financial statements of the charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed 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:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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 financial statements to be reached.



Philip Dean FCA  
Hicks and Company  
Chartered Accountant  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Date: 15 SEPTEMBER 2022

**THE CHARITY OF CHARLES COLLISON**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
(Incorporating an Income and Expenditure Account)  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

	Note	Unrestricted Funds		2021 Total £	2020 Total £
		General Fund £	Cyclical Maintenance Fund £		
<b>Income</b>					
<b>Income from charitable activities:</b>					
Occupational charge from residents		31,049	-	31,049	32,992
<b>Investment income:</b>					
Dividend income		2,257	-	2,257	2,283
Interest received		3	-	3	25
<b>Total income</b>		<b>33,309</b>	<b>-</b>	<b>33,309</b>	<b>35,300</b>
<b>Expenditure</b>					
	4				
<b>Cost of raising funds:</b>					
Costs of collecting residents contributions		3,624	-	3,624	3,989
<b>Expenditure on charitable activities:</b>					
Provision of almshouses		1,158	43,272	44,430	18,758
<b>Total expenditure</b>		<b>4,782</b>	<b>43,272</b>	<b>48,054</b>	<b>22,747</b>
<b>Net income/(expenditure) before investment gains</b>		<b>28,527</b>	<b>(43,272)</b>	<b>(14,745)</b>	<b>12,553</b>
Net gains on investments		8,661	-	8,661	1,020
<b>Net income/(expenditure) before transfers</b>		<b>37,188</b>	<b>(43,272)</b>	<b>(6,084)</b>	<b>13,573</b>
<b>Transfers between funds</b>		<b>(8,406)</b>	<b>8,406</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>28,782</b>	<b>(34,866)</b>	<b>(6,084)</b>	<b>13,573</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>505,125</b>	<b>61,918</b>	<b>567,043</b>	<b>553,470</b>
<b>Total funds carried forward</b>	11/12	<b>533,907</b>	<b>27,052</b>	<b>560,959</b>	<b>567,043</b>

The notes on pages 8 to 11 form part of these accounts.

All of the above results are derived from continuing activities. There are no other recognised gains or losses other than those stated above.

**THE CHARITY OF CHARLES COLLISON**  
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2021**

	Note	Unrestricted Funds £	Restricted Funds £	2021 £	2020 £
<b>Fixed assets</b>					
Tangible assets	7	338,733	-	338,733	338,733
Investments	8	77,859	-	77,859	69,198
<b>Total fixed assets</b>		<b>416,592</b>	<b>-</b>	<b>416,592</b>	<b>407,931</b>
<b>Current assets</b>					
Debtors	9	28,833	-	28,833	63,315
Cash at bank		117,532	-	117,532	99,783
<b>Total current assets</b>		<b>146,365</b>	<b>-</b>	<b>146,365</b>	<b>163,098</b>
<b>Current liabilities</b>					
Creditors:					
Amounts falling due within one year	10	(1,998)	-	(1,998)	(3,986)
<b>Net current assets</b>		<b>144,367</b>	<b>-</b>	<b>144,367</b>	<b>159,112</b>
<b>Net assets</b>		<b>560,959</b>	<b>-</b>	<b>560,959</b>	<b>567,043</b>
<b>The funds of the charity:</b>					
Unrestricted funds	11/12	560,959	-	560,959	567,043

The notes on pages 8 to 11 form part of these accounts.

The accounts were approved by the Board of Trustees on 15-56-2022 and were signed on its behalf by:

  
 \_\_\_\_\_  
 Rev. Nick Smith - VIRGINIA DEAR  
 Trustee

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**1. Objective**

To provide houses of rest for deserving natives or residents of the Parishes of Hitchin or St Ippolyts.

**2. Status and Basis of Accounting**

**Status**

The charity being a registered charity is not liable for taxation on any of its investment income, nor any other gains derived from carrying out its charitable activities.

**Basis of accounting**

The Financial Statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention modified to include properties and investments at valuation.

**3. Accounting Policies**

**Income**

- Occupational charges represents contributions from residents or social services on behalf of residents of the properties under the control of the trustees and is included on an entitlement basis.
- Income from investments is included in the year when it is receivable.
- Investment gains or losses are recognised as a result of the disposing and revaluing of investments.

**Expenditure**

- All expenditure is included on an accruals basis and is recognised where there is a legal or constructive obligation to pay for expenses. All costs have been directly attributed to the functional categories of resources expended.
- Costs of raising funds comprise the costs of collecting occupational charges and investment management costs.
- Charitable activities expenditure comprise those costs incurred in the delivery of its activities and services for its beneficiaries together with support costs associated with meeting the constitutional and statutory requirements of the charity.

**Tangible fixed assets and depreciation**

Freehold properties are included at a historical valuation. The trustees obtained a valuation survey for insurance purposes dated 22 July 2020, which confirmed that the current value is in excess of the historical valuation. No depreciation is charged as based on the valuation the trustees believe that the residual value of the freehold property is in excess of the carrying value in the accounts.

**Fixed assets investments**

Investments are included at market values.

**Fund accounting**

All funds held by the charity are considered unrestricted funds and are available to be used in accordance with the charitable objectives of each fund at the discretion of the trustees.

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**4. Analysis of Expenditure**

	2021 £	2020 £
<b>Costs of raising funds:</b>		
Cost of collecting occupational charges	3,624	3,989
<b>Expenditure on charitable activities:</b>		
Repairs and maintenance	36,053	8,424
Water rates	1,000	1,749
Light and heat	304	-
Insurance	2,447	2,687
Garden expenses	2,556	2,490
Refuse	40	40
Subscriptions	107	254
Council tax	220	-
Sundry expenses	90	-
Legal and professional fees	455	2,010
Independent examiner's fees	1,158	1,104
	44,430	18,758
<b>Total expenditure</b>	48,054	22,747

**5. Trustees' Remuneration and Benefits**

There was no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

**6. Comparatives for the Statement of Financial Activities**

	Unrestricted funds		
	General Fund	Cyclical Maintenance Fund	2020 Total
	£	£	£
<b>Income</b>			
<b>Income from charitable activities:</b>			
Occupational charge from residents	32,992	-	32,992
<b>Investment income:</b>			
Dividend income	2,283	-	2,283
Interest received	25	-	25
<b>Total income</b>	35,300	-	35,300
<b>Expenditure</b>			
<b>Cost of raising funds:</b>			
Costs of collecting residents contributions	3,989	-	3,989
<b>Expenditure on charitable activities:</b>			
Provision of almshouses	1,104	17,654	18,758
<b>Total expenditure</b>	5,093	17,654	22,747
<b>Net income/(expenditure) before investment gains</b>	30,207	(17,654)	12,553
Net gains on investments	1,020	-	1,020

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**6. Comparatives for the Statement of Financial Activities - continued**

	Unrestricted funds		2020 Total £
	General Fund £	Cyclical Maintenance Fund £	
Net income/(expenditure) before transfers	31,227	(17,654)	13,573
Transfers between funds	(31,031)	31,031	-
Net movement in funds	196	13,377	13,573
<b>Reconciliation of funds</b>			
Total funds brought forward	504,929	48,541	553,470
<b>Total funds carried forward</b>	<b>505,125</b>	<b>61,918</b>	<b>567,043</b>

**7. Tangible Fixed Assets**

**Freehold Properties**

**Historic valuation:**

At 1st January 2021 and 31st December 2021

**Total  
£**

**338,733**

**8. Fixed Asset Investments**

	CAIF Investment £	COIF Charity Fund £	2021 Total £	2020 Total £
<b>Market Value</b>				
At 1st January	22,296	46,902	69,198	68,178
Increase in value	2,008	6,653	8,661	1,020
<b>At 31st December</b>	<b>24,304</b>	<b>53,555</b>	<b>77,859</b>	<b>69,198</b>

**9. Debtors**

	2021 £	2020 £
Messrs John Shilcocks - cyclical maintenance fund	27,052	61,918
Occupational charges in arrears	381	163
Prepaid expenses	1,400	1,234
	<b>28,833</b>	<b>63,315</b>

**10. Creditors: Amounts Falling Due Within One Year**

	2021 £	2020 £
Occupational charges received in advance	84	711
Other creditors - repairs and maintenance	402	-
Other creditors - Hicks and Company	-	1,071
Other creditors - HRJ Foreman Laws	180	-
Accrual for rent collection fees	174	1,100
Accrual for accountancy fees	1,158	1,104
	<b>1,998</b>	<b>3,986</b>

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2021**

**11. Funds**

**General fund:**

To receive occupational charges from residents and investment income.  
 To provide funds for the collection of rents and the support costs of the charity.  
 To provide funds to the Cyclical Maintenance fund as necessary.

**Cyclical Maintenance fund:**

To manage the properties.  
 To ensure the properties are fully insured, maintained and looked after.  
 The balance in the fund represents the funds under the control of Messrs John Shilcock.

	Balances 1st January 2021 £	Incoming £	Outgoing £	Transfer between funds £	Investment gains £	Balances 31st December 2021 £
Unrestricted funds:						
General	505,125	33,309	(4,782)	(8,406)	8,661	533,907
Cyclical Maintenance	61,918	-	(43,272)	8,406	-	27,052
	<u>567,043</u>	<u>33,309</u>	<u>(48,054)</u>	<u>-</u>	<u>8,661</u>	<u>560,959</u>

	Balances 1st January 2020 £	Incoming £	Outgoing £	Transfer between funds £	Investment gains £	Balances 31st December 2020 £
Unrestricted funds:						
General	504,929	35,300	(5,093)	(31,031)	1,020	505,125
Cyclical Maintenance	48,541	-	(17,654)	31,031	-	61,918
	<u>553,470</u>	<u>35,300</u>	<u>(22,747)</u>	<u>-</u>	<u>1,020</u>	<u>567,043</u>

**12. Analysis of Assets and Liabilities to Funds**

	Fixed assets:			Current assets £	Current liabilities £	Net assets 31st December 2021 £
	Properties £	Investment £	Bank £			
Unrestricted funds:						
General	338,733	77,859	117,532	1,781	(1,998)	533,907
Designated fund:						
Cyclical Maintenance	-	-	-	27,052	-	27,052
	<u>338,733</u>	<u>77,859</u>	<u>117,532</u>	<u>28,833</u>	<u>(1,998)</u>	<u>560,959</u>

	Fixed assets:			Current assets £	Current liabilities £	Net assets 31st December 2020 £
	Properties £	Investment £	Bank £			
Unrestricted funds:						
General	338,733	69,198	99,783	1,397	(3,986)	505,125
Designated fund:						
Cyclical Maintenance	-	-	-	61,918	-	61,918
	<u>338,733</u>	<u>69,198</u>	<u>99,783</u>	<u>63,315</u>	<u>(3,986)</u>	<u>567,043</u>



**CHARITY OF CHARLES COLLISON**

England & Wales - Charity number 209758

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# Accounts

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REGISTERED CHARITY NUMBER: 209758

**THE CHARITY OF CHARLES COLLISON**  
**TRUSTEES REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**THE CHARITY OF CHARLES COLLISON**  
**INDEX TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

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**THE CHARITY OF CHARLES COLLISON**  
**LEGAL AND ADMINISTRATIVE INFORMATION**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

Charity name: The Charity of Charles Collison

Charity registration number: 209758

Charity address: Shilcock House  
99 Bancroft  
Hitchin  
SG5 1NQ

Trustees: Rev. Jane Mainwaring (Resigned 30-Nov-20)  
Rev. Nick Smith (Appointed 30-Nov-20)  
Rev. Virginia Dear  
Councillor Ian Albert

Clerk to the trustees: M. W. Seaman-Hill  
(Provided by Messrs. John Shilcock)

Independent examiner: Philip Dean FCA  
Hicks and Company  
Chartered Accountants  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Bankers: Barclays Bank PLC  
5/6 High Street  
Hitchin  
SG5 1BJ

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

The trustees present their annual report with the financial statements of the charity for the year ended 31st December 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1st January 2019).

### **Objectives and Activities**

#### **Objectives and aims**

The objectives of the charity are to provide houses of rest for deserving natives or residents of the Parishes of Hitchin and St Ippolyts, that may not find accommodation and security in the local community to suit their particular requirements and needs.

#### **Significant activities**

The charity's objectives are achieved by collecting an occupational charge from the residents who occupy the houses of rest under the control of the trustees. Such charges are utilised in maintaining, repairing and refurbishing the houses as necessary and the paying for the support costs for the functioning of the charity.

#### **Public benefit**

The trustees have paid due regard to the Charity Commissions Public Benefit Guidance and complied with section 17(5) of the Charities Act 2011 in exercising their powers and duties, and have sought to demonstrate that the charity continues to provide benefits to suitable persons who relate directly to its objectives.

The benefits are publicly available to all who qualify. All applications are subject to due process and consideration without discrimination.

### **Achievements and Performance**

#### **Charitable activities**

The properties controlled by the trustees continue to be maintained, repaired and refurbished in order that the existing and new residents are properly catered for.

The trustees have continued to make available the houses of rest under their control. The constant demand has reflected the need for such a charity that provides a valuable support service in the local community. The trustees continue a programme of repairs, maintenance and refurbishment so that occupancy is constantly at a high level.

Fortunately, the charity has thus far been relatively unaffected by the ongoing Covid-19 pandemic. Since the pandemic started, the occupational charges from residents and income from investments has been maintained at almost the previous year's level, but the trustees are aware of the possible impact in the near future whilst restrictions remain in place.

### **Financial Review**

#### **Financial position**

The financial results for the year as shown on pages 6 and 7 reflect the occupational charges collected from residents, investment income received in the year, the costs incurred in collecting the income and maintaining the properties, the support costs and the financial state of affairs of the charity at 31st December 2020.

#### **Principle sources of income**

The major sources of income are occupational charges from residents and investment income from investments made of surplus funds under the control of the trustees.

Occupational charges from residents were £3,870 higher than the previous year at £32,992 (2019: £29,122).

Dividend income increased by £26 as compared to the previous year, to £2,283 (2019: £2,257).

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**Principle items of expenditure**

The trustees continue to monitor and control costs that are incurred after due consideration.

The main item of expenditure continued to be the repair and maintenance of the properties and gardens under the control of the trustees. Overall the cost of repairs and maintenance decreased by £4,605 from £13,029 to £8,424. While the cost of gardening increased by £75 from £2,415 to £2,490.

Overall in the year there was net income of £12,553 (2019: £6,823).

**Investment policy**

Consideration is given to the requirement to incur costs as required to maintain the properties, therefore having considered the options available the trustees have decided to retain an amount of funds with Messrs John Shilcock, in a clients account, as a repair fund and to retain excess funds in recognised charity investment funds that are fairly easily accessible.

**Reserves policy**

The policies adopted by the trustees are such that invested monies are carefully managed with a low risk. The trustees consider that the present level of occupational charges from residents and investment income together with reserves is sufficient to ensure the present charitable activities can be maintained and are sufficient to meet the objectives of the charity.

**Risk management**

The trustees continue to assess and monitor the major risks to which they consider the charity is exposed particularly in relation to insurance, operations and finance.

**Structure, Governance and Management**

**Governing document**

The charity was constituted by the will of Charles Collison dated 13th October 1947 and is regulated by an Order of the Charity Commissioners for England and Wales dated 27th November 1996 (charity number 209758). The charity's operational address is Shilcock House, 99 Bancroft, Hitchin, Herts, SG5 1NQ.

**Organisational structure**

The charity has a board of three trustees made up as:

- The incumbent of the benefice of Hitchin
- The incumbent of the benefice of St Ippolyts
- A nominee of North Hertfordshire District Council

The trustees meet 2 or 3 times per annum and are responsible for the objectives and activities of the charity.

All the trustees contribute to the management of the charity.

The trustees are supported by a clerk, provided by Messrs John Shilcock, professional property advisers, who is responsible for:

- The collection of occupational charges from residents, monitoring and reporting on the maintenance and repairs required in respect of the properties controlled by the trustees.
- Ensuring that all directives of the trustees are appropriately implemented.

A policy of regular meetings means that all aspects of administering the charity are fully reviewed and monitored.

**Recruitment and appointment of trustees**

The trustees can only be the incumbent of the benefice of Hitchin, the incumbent of the benefice of St Ippolyts and a nominee of North Hertfordshire District Council.

**Trustees induction and training**

All trustees are familiar with the work of the charity and are involved in the activities.

All trustees are issued with a copy of the Charity Commissioners booklet "The Essential Trustee" and a copy of the latest accounts to enhance their understanding of their statutory responsibilities.

**THE CHARITY OF CHARLES COLLISON**  
**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**Plans for future periods**

The houses are of an age that repairs and maintenance are constantly required to comply with residents needs and relevant legislation.

Reserves are required for:

- Unexpected repairs and maintenance that could be necessary at any time.
- Changes in internal refurbishments as necessary, within reason to accommodate specific or specialist needs of residents.

The trustees have no specific plans other than to continue the management of the properties and administer charitable resources as appropriate especially to ensure the properties are repaired, maintained and refurbished to a satisfactory standard for existing and new residents.

**Trustees**

The trustees who served during the year were:

Rev. Jane Mainwaring (Resigned 30-Nov-20)

Rev. Nick Smith (Appointed 30-Nov-20)

Rev. Virginia Dear

Councillor Ian Albert

**Statement of Trustees Responsibilities**

The trustees are responsible for preparing the Report of the Trustees and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and applications are resources, including the income and expenditure, of the charity for that period.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report was approved by order of the Board of Trustees on 10 AUG 2021 and signed on its behalf by:



Rev. Nick Smith  
Trustee

**THE CHARITY OF CHARLES COLLISON**  
**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**  
**THE CHARITY OF CHARLES COLLISON**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**Independent examiner's report to the trustees of The Charity of Charles Collison**

I report to the trustees on my examination of the financial statements of The Charity of Charles Collison for the year ended 31 December 2020, which are set out on Pages 6 to 11.

**Responsibilities and basis of report**

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

Having satisfied myself that the financial statements of the charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed 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:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.



Philip Dean FCA  
Hicks and Company  
Chartered Accountant  
First Floor, 99 Bancroft  
Hitchin  
SG5 1NQ

Date: 21 OCTOBER 2021

**THE CHARITY OF CHARLES COLLISON**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
(Incorporating an Income and Expenditure Account)  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

	Note	Unrestricted Funds		2020 Total £	2019 Total £
		General Fund £	Cyclical Maintenance Fund £		
<b>Income</b>					
<b>Income from charitable activities:</b>					
Occupational charge from residents		32,992	-	32,992	29,122
<b>Investment income:</b>					
Dividend income		2,283	-	2,283	2,257
Interest received		25	-	25	64
<b>Total income</b>		<b>35,300</b>	<b>-</b>	<b>35,300</b>	<b>31,443</b>
<b>Expenditure</b>					
	4				
<b>Cost of raising funds:</b>					
Costs of collecting residents contributions		3,989	-	3,989	3,756
<b>Expenditure on charitable activities:</b>					
Provision of almshouses		1,104	17,654	18,758	20,864
<b>Total expenditure</b>		<b>5,093</b>	<b>17,654</b>	<b>22,747</b>	<b>24,620</b>
<b>Net income/(expenditure) before investment gains/(losses)</b>		<b>30,207</b>	<b>(17,654)</b>	<b>12,553</b>	<b>6,823</b>
Net gains/(losses) on investments		1,020	-	1,020	9,559
<b>Net income/(expenditure) before transfers</b>		<b>31,227</b>	<b>(17,654)</b>	<b>13,573</b>	<b>16,382</b>
<b>Transfers between funds</b>		<b>(31,031)</b>	<b>31,031</b>	<b>-</b>	<b>-</b>
<b>Net movement in funds</b>		<b>196</b>	<b>13,377</b>	<b>13,573</b>	<b>16,382</b>
<b>Reconciliation of funds:</b>					
<b>Total funds brought forward</b>		<b>504,929</b>	<b>48,541</b>	<b>553,470</b>	<b>537,088</b>
<b>Total funds carried forward</b>	10/11	<b>505,125</b>	<b>61,918</b>	<b>567,043</b>	<b>553,470</b>

The notes on pages 8 to 11 form part of these accounts.

All of the above results are derived from continuing activities. There are no other recognised gains or losses other than those stated above.

**THE CHARITY OF CHARLES COLLISON**  
**BALANCE SHEET**  
**AS AT 31ST DECEMBER 2020**

	Note	Unrestricted Funds £	Restricted Funds £	2020 £	2019 £
<b>Fixed assets</b>					
Tangible assets	6	338,733	-	338,733	338,733
Investments	7	69,198	-	69,198	68,178
<b>Total fixed assets</b>		<b>407,931</b>	<b>-</b>	<b>407,931</b>	<b>406,911</b>
<b>Current assets</b>					
Debtors	8	63,315	-	63,315	50,401
Cash at bank		99,783	-	99,783	98,301
<b>Total current assets</b>		<b>163,098</b>	<b>-</b>	<b>163,098</b>	<b>148,702</b>
<b>Current liabilities</b>					
Creditors:					
Amounts falling due within one year	9	3,986	-	3,986	2,143
<b>Net current assets</b>		<b>159,112</b>	<b>-</b>	<b>159,112</b>	<b>146,559</b>
<b>Net assets</b>		<b>567,043</b>	<b>-</b>	<b>567,043</b>	<b>553,470</b>
<b>The funds of the charity:</b>					
Unrestricted funds	10/11	567,043	-	567,043	553,470

The notes on pages 8 to 11 form part of these accounts.

The accounts were approved by the Board of Trustees on *10-AUG-2021* and were signed on its behalf by:



Rev. Nick Smith  
Trustee

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**1. Objective**

To provide houses of rest for deserving natives or residents of the Parishes of Hitchin or St Ippolyts.

**2. Status and Basis of Accounting**

**Status**

The charity being a registered charity is not liable for taxation on any of its investment income, nor any other gains derived from carrying out its charitable activities.

**Basis of accounting**

The Financial Statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1st January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention modified to include properties and investments at valuation.

**3. Accounting Policies**

**Income**

- Occupational charges represents contributions from residents or social services on behalf of residents of the properties under the control of the trustees and is included on an entitlement basis.
- Income from investments is included in the year when it is receivable.
- Investment gains or losses are recognised as a result of disposing of investments and the revaluing investments.

**Expenditure**

- All expenditure is included on an accruals basis and is recognised where there is a legal or constructive obligation to pay for expenses. All costs have been directly attributed to the functional categories of resources expended.
- Costs of raising funds comprise the costs of collecting occupational charges and investment management costs.
- Charitable activities expenditure comprise those costs incurred in the delivery of its activities and services for its beneficiaries together with support costs associated with meeting the constitutional and statutory requirements of the charity.

**Tangible fixed assets and depreciation**

Freehold properties are included at a historical valuation. The trustees obtained a valuation survey for insurance purposes dated 22 July 2020, which confirmed that the current value is in excess of the historical valuation. No depreciation is charged as based on the valuation the trustees believe that the residual value of the freehold property is in excess of the carrying value in the accounts.

**Fixed assets investments**

Investments are included at market values.

**Fund accounting**

All funds held by the charity are considered unrestricted funds and are available to be used in accordance with the charitable objectives of each fund at the discretion of the trustees.

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

<b>4. <u>Analysis of Expenditure</u></b>	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
<b>Costs of raising funds:</b>		
Cost of collecting occupational charges	<u>3,989</u>	<u>3,756</u>
<b>Expenditure on charitable activities:</b>		
Repairs and maintenance	8,424	13,029
Water rates	1,749	1,276
Alarm line	-	46
Insurance	2,687	2,857
Garden expenses	2,490	2,415
Refuse	40	-
Subscriptions	254	170
Legal and professional fees	2,010	-
Independent examiner's fees	<u>1,104</u>	<u>1,071</u>
	<u>18,758</u>	<u>20,864</u>
<b>Total expenditure</b>	<u><u>22,747</u></u>	<u><u>24,620</u></u>

**5. Trustees' Remuneration and Benefits**

There was no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

**6. Tangible Fixed Assets**

**Freehold Properties**

**Historic valuation:**

At 1st January 2020 and 31st December 2020

**Total  
£**

338,733

**7. Fixed Asset Investments**

	<b>CAIF Investment £</b>	<b>COIF Charity Fund £</b>	<b>2020 Total £</b>	<b>2019 Total £</b>
<b>Market Value</b>				
At 1st January 2020	24,096	44,082	68,178	58,619
(Decrease)/increase in value	(1,800)	2,820	1,020	9,559
<b>At 31st December 2020</b>	<u><u>22,296</u></u>	<u><u>46,902</u></u>	<u><u>69,198</u></u>	<u><u>68,178</u></u>

**8. Debtors**

	<b>2020</b>	<b>2019</b>
	<b>£</b>	<b>£</b>
Occupational charges in arrears	163	148
Messrs John Shilcocks client account	61,918	48,541
Hitchin United Charities	-	80
Prepaid expenses	<u>1,234</u>	<u>1,632</u>
	<u><u>63,315</u></u>	<u><u>50,401</u></u>

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**9. Creditors: Amounts Falling Due Within One Year**

	2020	2019
	£	£
Occupational charges received in advance	711	444
Other creditors - Hicks and Company	1,071	-
Accruals	2,204	1,699
	3,986	2,143

**10. Funds**

**General fund:**

- To receive occupational charges from residents and investment income.
- To provide funds for the collection of rents and the support costs of the charity.
- To provide funds to the Cyclical Maintenance fund as necessary.

**Cyclical Maintenance fund:**

- To manage the properties.
- To ensure the properties are fully insured, maintained and looked after.
- The balance in the fund represents the funds under the control of Messrs John Shilcock.

	Balances 1st January 2020	Incoming	Outgoing	Transfer between funds	Investment gains	Balances 31st December 2020
	£	£	£	£	£	£
Unrestricted funds:						
General	504,929	35,300	(5,093)	(31,031)	1,020	505,125
Cyclical Maintenance	48,541	-	(17,654)	31,031	-	61,918
	553,470	35,300	(22,747)	-	1,020	567,043

	Balances 1st January 2019	Incoming	Outgoing	Transfer between funds	Investment gains	Balances 31st December 2019
	£	£	£	£	£	£
Unrestricted funds:						
General	483,104	31,443	(4,827)	(14,350)	9,559	504,929
Cyclical Maintenance	53,984	-	(19,793)	14,350	-	48,541
	537,088	31,443	(24,620)	-	9,559	553,470

**11. Analysis of Assets and Liabilities to Funds**

	Fixed assets:			Current assets	Current liabilities	Net assets 31st December 2020
	Properties	Investment	Bank	£	£	£
	£	£	£	£	£	£
Unrestricted funds:						
General	338,733	69,198	99,783	1,397	(3,986)	505,125
Designated fund:						
Cyclical Maintenance	-	-	-	61,918	-	61,918
	338,733	69,198	99,783	63,315	(3,986)	567,043

**THE CHARITY OF CHARLES COLLISON**  
**NOTES TO THE ACCOUNTS**  
**FOR THE YEAR ENDED 31ST DECEMBER 2020**

**11. Analysis of Assets and Liabilities to Funds - continued**

	Fixed assets:			Current assets £	Current liabilities £	Net assets 31st December 2019 £
	Properties £	Investment £	Bank £			
Unrestricted funds:						
General	338,733	68,178	98,301	1,860	(2,143)	504,929
Designated fund:						
Cyclical Maintenance	-	-	-	48,541	-	48,541
	<u>338,733</u>	<u>68,178</u>	<u>98,301</u>	<u>50,401</u>	<u>(2,143)</u>	<u>553,470</u>