

REGISTERED NUMBER: A3969
CHARITY NUMBER: 210365

Report of the Trustees and
Financial Statements for the Year Ended 31st December 2021
for
The Henry Pinnock and Victoria & Albert Memorial Charity

The Henry Pinnock and Victoria & Albert Memorial Charity

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for the year ended 31st December 2021

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The Henry Pinnock and Victoria & Albert Memorial Charity

Trust Information
for the year ended 31st December 2021

TRUSTEES:	R Gladwell (Chair – resigned January 2022) W Woolley P Painter (Chair from January 2022) J Wallace L Milner A Pritchard A Ridgers N Botley B Hayre Singh
SECRETARY:	E L Pannell
TREASURER:	S Orme FCCA
REGISTERED OFFICE:	The Lodge St Thomas's Almshouses Old Road West Gravesend DA11 7LA
REGISTERED NUMBER:	A3969
CHARITY NUMBER:	210365
AUDITORS:	Beak Kemmenoe Chartered Accountants & Statutory Auditors 1-3 Manor Road Chatham Kent ME4 6AE
BANKERS:	National Westminster Plc 30 King Street Gravesend DA12 2XX

The Henry Pinnock and Victoria & Albert Memorial Charity

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

With a renewed focus on providing almshouse accommodation to those in the greatest housing need in the Gravesham area, links would be made and strengthened during 2022 and beyond to identify those on the housing list who were at greatest risk of homelessness, or already in temporary accommodation, and who met the objects of the charity. The policies and processes for identifying, assessing, and allocating accommodation to new beneficiaries would be reviewed.

Plans were made for a Founder's Day celebration in August 2022, to mark the 398th anniversary of the charity and to raise its profile locally, as we look ahead to the 400th anniversary.

Property inspections were scheduled to take place during 2022 at all the charity's almshouse and local properties, after which time a new property management system, OneServe, would be populated with this data. In addition, a data management system for the residents would be sought, in order to more easily record interactions with residents, to manage the data associated with them, their emergency contacts, and any ongoing concerns or conversations around independent living. It was expected that the property inspections may lead to further programmes of planned works across the site, to include windows and doors, for example.

The charity has been considering its options around reducing its carbon footprint, investing in renewable energy, alternative heat sources and the provision of charging points for electric vehicles, and discussions around this would continue during 2022 and beyond. The charity took advantage during the early part of 2022 of a free electric van trial, and was mainly used by staff for local trips to obtain materials for repair and maintenance jobs across the site. This was deemed a great success.

Following the management taking back control of the site, as part of the strategic plan for the charity and a renewed focus to the future, a review of the staffing structure was expected to take place. All policies relating to the ongoing work of the charity would also be reviewed.

A new agreed set of Key Performance Indicators (KPIs) would form the focus of discussions within the charity, and would be used by the trustees to monitor and interrogate the activities of the management team. These may include; an increase in the number of beneficiaries; minimising void periods; maintaining properties at a Decent Homes Standard; keeping the Risk Rating within an acceptable tolerance; maintaining sufficient levels of free-reserves; agreeing and managing minimum investment yields; identifying and addressing trustee skill gaps, and monitoring trustee attendance; compliance with landlord statutory safety requirements; increasing the usage of the communal hall area; standards around the diversity and inclusion of the beneficiaries of the almshouses.

It was expected that a new residents' handbook would be published during 2022, and the residents would also be encouraged to form their own association, and to hold meetings to share their ideas about living at the almshouses, and maximising the space and the opportunities available to them.

With renewed focus on closer day-to-day management of the charity and of the almshouse site itself, it is hoped that opportunities which may become available to the charity would be taken, to enable it to continue to serve current beneficiaries, and increase that number in the near future.

INVESTMENT REVIEW

The trustees are satisfied with the returns being produced with the M & G Charity Multi Asset Fund. The Finance & Investment Committee are aware of the volatility with this investment and continue to monitor its performance.

The Henry Pinnock and Victoria & Albert Memorial Charity

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

RESERVES POLICY

The Charity's stated Reserves Policy is that the Charity holds at least twelve months' expenditure in reserve, either in cash, or short-term deposits. As at 31 December 2021, the Charity held in excess of the funds required to cover twelve months of expenditure and there are actions in place to address this.

RELATED PARTIES

In addition to the related party disclosure in note.12 in the Report & Accounts, trustees regularly "declare an interest" as appropriate and all have completed the questionnaire.

The Henry Pinnock and Victoria & Albert Memorial Charity

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

VALUE FOR MONEY STATEMENT

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

1. Reinvestment %

Works to existing properties	93,380	Housing properties at valuation	5,902,164	
				A/B
	<u>93,380</u> A		<u>5,902,164</u> B	1.58%

2. New Supply delivered %

a) Social Housing Units

Total Social Housing units developed or acquired in the year	0	A
Total Social Housing Units Managed at period end	60	
	<u>60</u> B	
	<u>-%</u> A/B	

b) Non-Social Housing Units

Total Non -Social Housing units developed or acquired in the year	0	A
Total Social Housing Units Managed at period end	60	
Total Non-Social Housing Units Managed at period end	16	
	<u>76</u> B	
	<u>-%</u> A/B	

3. Gearing

Short term loans	0	Housing properties at valuation	5,902,164	
Long term loans	0			
Cash and cash equivalents	<u>587,827</u>			A/B
	<u>587,827</u> A		<u>5,902,164</u> B	9.96%

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

Operating surplus/(deficit)	(114,426)	Interest capitalised	0	
+ Interest receivable	26,939	Interest payable and financing costs	0	
+ Total depreciation charge	<u>134,268</u>			A/B
	<u>46,781</u> A		<u>0</u> B	-%

The Henry Pinnock and Victoria & Albert Memorial Charity

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

VALUE FOR MONEY STATEMENT (CONTINUED)

5. Headline Social Housing Cost £

Management costs	88,301	Total Social Housing Units Managed at period end	60	
Service charge costs	9,738			
Repairs & maintenance costs	153,987			
Other (social housing letting) costs	0			A/B
	<u>252,026 A</u>		<u>60 B</u>	£4,200

6. Operating Margin %

a) Social Housing lettings		b) Overall	
Operating surplus/(deficit) from social housing lettings	(76,982) A	Operating surplus/(deficit) overall	(114,426) A
Turnover from social housing lettings	<u>215,419 B</u>	Turnover (overall)	<u>319,112 B</u>
	<u>-35.74% A/B</u>		<u>-35.86% A/B</u>

7. Return on Capital Employed

Operating surplus/(deficit) overall	(114,426)	Total assets less current liabilities	8,691,807	
	<u>(114,426) A</u>		<u>8,691,807 B</u>	A/B -1.32%

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document and objects of the charity

The object of the charity is laid down by a Charity Commission scheme dated 29th June 1982 and is the provision of residences for persons in need in Gravesend or in the ecclesiastical parishes of St Mark, Rosherville or All Saints, Perry Street, Northfleet.

Structure & Organisation

The aim of the charity is to provide almshouse accommodation at St Thomas's Almshouses. The charity operates by means of a board of trustees which aims to meet at least five times per year. A maximum of five trustees are co-optative trustees serving terms of five years. A maximum of five trustees are representative trustees appointed by Gravesham Borough Council for terms of four years.

Trustees induction and training

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

Statement of Risks and Mitigation

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

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The trustees are required to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charity and of the income and expenditure of the charity for that year. In preparing these the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- 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 adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the trustees to ensure that the financial statements comply with the Housing and Regeneration Act 2008. 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 trustees are also responsible for maintaining a satisfactory system of control over the charity's books of accounts and transactions.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS

So far as the trustees are aware, there is no relevant audit information (information needed by the charity's auditors in connection with preparing their report) of which the charity's auditors are unaware, and each trustee has taken all the steps that he or she ought to have taken as a trustee in order to make himself or herself aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

AUDITORS

The auditors, Messrs Beak Kemmenoe, will be proposed for re-appointment for the forthcoming year.

ON BEHALF OF THE BOARD:


..... C. P. PAINTER

Date: 27 Sept 2022

Opinion

We have audited the financial statements of The Henry Pinnock and Victoria & Albert Memorial Charity (the 'charity') for the year ended 31st December 2021 which comprise the Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Equity, Statement of Cash Flows and Notes to the Statement of Cash Flows, Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31st December 2021 and of its income for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011, the Housing and Regeneration Act 2008 and the Accounting Direction for private registered providers in social housing in England 2019.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information in the Report of the Trustees, but does not include the financial statements and our Report of the Auditors thereon.

Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Report of the Trustees is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit; or

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities set out on page three, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue a Report of the Auditors that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Based on our understanding of the charity and the wider not-for-profit sector in which it operates, we identified that the principal risks of non-compliance with laws and regulations related to possible acts by the charity which were contrary to applicable laws and regulations including fraud. We also considered the extent to which non-compliance might have a material effect on the financial statements such as the Charities Act 2011. We evaluated management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls), and determined that due to the size of these assets on the balance sheet the principal risk related to possible management bias in respect of the valuation of social housing and other freehold properties. A further risk related to the general risk of revenue misstatement but due to the charity's activities that risk was considered low.

In order to evaluate whether there was evidence of bias by the trustees that represented a risk of material misstatement due to fraud, our audit procedures performed included a review of the disclosures to underlying supporting documentation, such as valuation reports, to ensure there was no evidence of management bias in the underlying approach and assumptions used by the valuers. We also made enquiries of management and completed testing of journals as appropriate.

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our Report of the Auditors.

Report of the Independent Auditors to the Members of
The Henry Pinnock and Victoria & Albert Memorial Charity

Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Beak Kemmenoe

Beak Kemmenoe
Statutory Auditors
1-3 Manor Road Chatham
Kent
ME4 6AE

Date: 27 Sept 2022

The Henry Pinnock and Victoria & Albert Memorial Charity

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

	Notes	2021 £	2020 £
TURNOVER	2	319,112	324,126
Administrative expenses		(433,903)	(299,304)
Other operating income		365	197
OPERATING SURPLUS/(DEFICIT)	5	(114,426)	25,019
Income from fixed asset investments		19,832	23,010
Interest receivable and similar income		7,107	5,577
		26,939	28,587
RETAINED (DEFICIT) / SURPLUS FOR THE YEAR		(87,487)	53,606
Unrealised movement of revaluation of investments		236,370	(89,200)
Unrealised movement of revaluation of properties		0	1,052,071
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		148,883	1,016,477
NOTE OF HISTORICAL COST SURPLUSES AND DEFICITS			
Retained surplus for the year		(87,487)	53,606
Difference between a historical cost depreciation charge and the actual depreciation charge for the year calculated on the revalued amount		0	6,217
		(87,487)	59,823

The notes form part of these financial statements

Statement of Financial Position
31st December 2021

		2021	2020
	Notes	£	£
FIXED ASSETS			
Tangible assets	6	5,902,164	5,958,755
Investments	7	<u>2,183,479</u>	<u>1,947,110</u>
		8,085,643	7,905,865
CURRENT ASSETS			
Debtors	8	38,985	39,177
Cash at bank		<u>587,827</u>	<u>647,915</u>
		626,812	687,092
CREDITORS			
Amounts falling due within one year	9	(20,647)	(50,032)
NET CURRENT ASSETS		<u>606,164</u>	<u>637,060</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>8,691,808</u>	<u>8,542,925</u>
RESERVES			
Revaluation reserve	10	4,516,772	4,280,908
Other reserve	10	500,474	499,968
Designated reserve	10	954,506	954,506
Income and expenditure account	10	<u>2,720,056</u>	<u>2,807,543</u>
		8,691,808	8,542,925

The financial statements were approved by the Board of Trustees and authorised for issue on 27th Sept 22 and were signed on its behalf by:

Trustee

Secretary

Trustee

C. P. AINIER

E. PANNELL

N. BOTLEY

The Henry Pinnock and Victoria & Albert Memorial Charity
Statement of Changes in Equity
for the year ended 31st December 2021

	Retained earnings £	Revaluation reserve £	Other reserves £	Designated reserve £	Total equity £
Balance at 1st January 2020	2,243,498	3,798,992	500,078	983,880	7,526,448
Surplus from statement of comprehensive income	1,016,477	0	0	0	1,016,477
Increase in property valuation	(571,006)	571,006	0	0	0
Increase in market value of investments transfer	89,200	(89,090)	(110)	0	0
Interest arising in the year transfer	(5,577)	0	0	5,577	0
Transfer from prior periods	70,369	0	0	(70,369)	0
Transfer from income and expenditure account	(35,418)	0	0	35,418	0
Balance at 31st December 2020	2,807,543	4,280,908	499,968	954,506	8,542,925
Surplus from statement of comprehensive income	148,883	0	0	0	148,883
Increase in property valuation	0	0	0	0	0
Increase in market value of investments transfer	(236,370)	235,864	506	0	0
Interest arising in the year transfer	0	0	0	0	0
Transfer from prior periods	0	0	0	0	0
Transfer from income and expenditure account	0	0	0	0	0
Balance at 31st December 2021	2,720,056	4,516,772	500,474	954,506	8,691,808

The notes form part of these financial statements

The Henry Pinnock and Victoria & Albert Memorial Charity

Statement of Cash Flows
for the year ended 31st December 2021

	Notes	2021 £	2020 £
Cash flows from operating activities			
Cash generated from operations	1	<u>6,354</u>	<u>119,367</u>
Net cash from operating activities		<u>6,354</u>	<u>119,367</u>
Cash flows from investing activities			
Purchase of tangible fixed assets		(93,380)	(68,860)
Purchase of fixed asset investments		0	(31,173)
Interest received		7,106	5,577
Dividends received		<u>19,832</u>	<u>23,010</u>
Net cash from investing activities		<u>(66,442)</u>	<u>(71,446)</u>
Increase in cash and cash equivalents		<u>(60,088)</u>	<u>47,921</u>
Cash and cash equivalents at beginning of year	2	<u>647,915</u>	<u>599,994</u>
Cash and cash equivalents at end of year	2	<u><u>587,827</u></u>	<u><u>647,915</u></u>

The notes form part of these financial statements

The Henry Pinnock and Victoria & Albert Memorial Charity

Notes to the Statement of Cash Flows
for the year ended 31st December 2021

1. RECONCILIATION OF SURPLUS/(DEFICIT) BEFORE TAXATION TO CASH GENERATED FROM OPERATIONS

	2021	2020
	£	£
Surplus before taxation	148,883	1,016,477
Depreciation charges	149,972	101,984
Gain on revaluation of fixed assets	(236,370)	(962,871)
Finance income	(26,939)	(28,587)
	35,546	127,003
Decrease/(increase) in trade and other debtors	193	530
(Decrease)/increase in trade and other creditors	(29,385)	(8,166)
Cash generated from operations	6,354	119,367

2. CASH AND CASH EQUIVALENTS

The amounts disclosed on the Statement of Cash Flows in respect of cash and cash equivalents are in respect of these Statement of Financial Position amounts:

Year ended 31st December 2021

	31.12.21	1.1.21
	£	£
Cash and cash equivalents	587,827	647,915

Year ended 31st December 2020

	31.12.20	1.1.20
	£	£
Cash and cash equivalents	647,915	599,994

3. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.1.21	Cash flow	At 31.12.21
	£	£	£
Net cash			
Cash at bank	647,915	(60,088)	587,827
Total	647,915	(60,088)	587,827

The notes form part of these financial statements

1. ACCOUNTING POLICIES

Accounting convention

The Henry Pinnock and Victoria & Albert Memorial Charity constitutes a public benefit entity as defined by FRS 102.

These financial statements have been prepared in accordance with applicable accounting standards including the Financial Reporting Standard 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" (FRS 102), the Statement of Recommended Practice for registered providers of social housing in England in 2015. The financial statements are also prepared under the requirements of the Housing and Regeneration Act 2008. The financial statements have been prepared on a going concern basis under the historical cost convention as modified to include certain items at fair value.

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

Critical accounting judgements and key sources of estimation uncertainty

The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Depreciation is provided at rates calculated to write off the cost or valuation of tangible fixed assets over each asset's expected useful life. The charity regularly reassesses the useful economic life of its housing properties and other freehold buildings. When acquired the useful life of the main structures was assessed to be 50 years. Historically the useful lives have been re-set to 50 years each time there has been a revaluation and therefore future depreciation charges are based on the revalued amount and the extended useful life of the building.

Turnover

Turnover represents the maintenance charges (net of agents charges and voids) paid by residents living in the almshouses, and other income received from investment properties.

Tangible fixed assets

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

Freehold Land	- Nil
Housing Properties and freehold buildings	- See below
Plant and machinery etc	- 15% on reducing balance

Social Housing Properties and freehold buildings

Housing properties are principally properties available for rent and are included at valuation, the valuation basis being the existing use value for social housing. Housing properties are re-valued regularly. The aggregated surplus or deficit on re-valuation is transferred to a revaluation reserve.

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

Useful economic lives for identified components as follows:

Structure	- Straight line over 50 years
Outbuildings	- Straight line over 50 years
Kitchens	- Straight line over 20 years
Bathrooms	- Straight line over 30 years
Heating systems	- Straight line over 20 years

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

1. **ACCOUNTING POLICIES - continued**

Housing association grants and social housing grants

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

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

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

Employee benefits

When employees have rendered service to the charity, short-term employee benefits to which the employees are entitled are recognised at the undiscounted amount expected to be paid in exchange for that service. The charity operates a defined contribution plan for the benefit of its employees. Contributions are expenses as they become payable.

Investments

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value through the statement of comprehensive income if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment

1. **ACCOUNTING POLICIES - continued**

Designated reserves

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

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

Cyclical repairs and maintenance

The Trustees maintain a designated fund entitled Cyclical Maintenance Fund for the purpose of providing for those items of ordinary maintenance and repair of the almshouses belonging to the fund, which recur at infrequent intervals, and the cost of related periodic property surveys.

Major Repairs

The Trustees designate reserves for the future major repairs expenditure on all housing properties under the 1998 Housing Act arrangements and other properties in so far as the major repairs expenditure is not eligible for grants from the Housing Corporation or local authorities. Regular annual contributions are set aside in an Extraordinary Repairs reserve in accordance with Trust Scheme dated 29 June 1982.

Other designated reserves

The Trustees set up temporary reserves as required to assist with specific projects. An emergency and cyclical maintenance works reserve was set up in respect of the residential investment properties held. A transfer of accumulated costs incurred has been transferred from the income and expenditure account to the emergency and cyclical maintenance fund in the year.

Restricted reserves

Restricted reserves are those reserves held for a specific purpose upon which restrictions have been imposed by the donor or which have been raised by the charity for particular purposes. Where a restricted reserve is represented by assets that have then revalued, the revaluation element is added to the restricted reserve.

Property Managed by Agents

Where the RSL carries the financial risk on the property managed by agents, all the income and expenditure arising from the property is included in the Income and Expenditure Account.

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

2. **TURNOVER**

	Number of units managed by Registered Social Landlord at	
	31 December	1 January
	2021	2021
Social Housing units – almshouses	60	60
Other rental properties - non-social housing	16	16
Other rental properties – commercial	0	0
	<u>76</u>	<u>76</u>

	Maintenance Charges	Other Rental Income	2021 Total	2020 Total
	£	£	£	£
Gross rents	264,477	113,997	378,474	375,413
Rent losses from voids	(12,759)	0	(12,759)	(5,083)
Rent losses from bad debts	0	0	0	0
Management charges	<u>(36,299)</u>	<u>(10,304)</u>	<u>(46,603)</u>	<u>(46,204)</u>
Total income from lettings	<u>215,419</u>	<u>103,693</u>	<u>319,112</u>	<u>324,126</u>

3. **EMPLOYEES**

	2021	2020
	£	£
Wages and salaries	<u>77,021</u>	<u>61,272</u>

The average number of employees during the year was as follows:

	2021	2020
Administration	2	2
Wardens	<u>2</u>	<u>2</u>
	<u>4</u>	<u>4</u>

4. **TRUSTEES' REMUNERATION AND EXPENSES**

Trustees received no remuneration in the year. Out of pocket expenses reimbursed to Trustees in the year amounted to £135 (2020: £nil)

The Henry Pinnock and Victoria & Albert Memorial Charity

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

5. **OPERATING SURPLUS**

The operating surplus is stated after charging:

	2021 £	2020 £
Depreciation - owned assets	149,972	101,984

6. **TANGIBLE FIXED ASSETS**

	Social Housing Properties £	Freehold Property £	Plant and machinery £	Totals £
COST OR VALUATION				
At 1st January 2021	3,452,480	2,543,675	10,506	6,006,661
Additions	93,380	0	0	93,380
Revaluation				0
Disposals	(17,205)	0	0	(17,205)
At 31st December 2021	3,528,655	2,543,675	10,506	6,082,836
DEPRECIATION				
At 1st January 2021	4,743	33,168	9,995	47,906
Charge for year	72,247	61,510	511	134,268
Revaluation				0
Eliminated on disposal	(1,502)	0	0	(1,502)
At 31st December 2021	75,488	94,678	10,506	180,672
NET BOOK VALUE				
At 31st December 2021	3,453,167	2,448,997	0	5,902,164
At 31st December 2020	3,447,737	2,510,507	511	5,958,755

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

6. **TANGIBLE FIXED ASSETS - continued**

The freehold property relates to property held for non-social letting. One of the Northfleet properties has been revalued in 2018 following extensive refurbishment. During 2019, freehold properties at Tunbridge Wells were revalued by AU Consultancy Ltd on a capital market value. In 2020 the remaining two Northfleet properties were revalued by Walker Jarvis at market value. The freehold properties were also revalued in 2020 by TW Gaze LLP at an open market value. The almshouses were re-valued during 2020 by the DVS Property Specialists for the public sector, valued on Existing Use Value - Social Housing. There were no revaluations undertaken in 2021.

Assets held at valuation

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

	Housing Properties 2021 £	Freehold Property 2021 £	Total 2021 £	Total 2020 £
Amount of revaluation	(720,214)	2,149,681	1,429,467	1,429,467
Historic cost	4,172,694	393,994	4,566,688	4,566,688
	<u>3,452,480</u>	<u>2,543,675</u>	<u>5,996,155</u>	<u>5,996,155</u>

7. **FIXED ASSET INVESTMENTS**

	Other investments £
COST OR VALUATION	
At 1st January 2021	1,947,110
Additions	0
Revaluations	236,369
At 31st December 2021	<u>2,183,479</u>
NET BOOK VALUE	
At 31st December 2021	<u>2,183,479</u>
At 31st December 2020	<u>1,947,110</u>

Historical cost information

The historical cost of investments held at valuation is as follows:

	2021 £	2020 £
Historical cost	<u>773,023</u>	<u>773,023</u>

The Henry Pinnock and Victoria & Albert Memorial Charity

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

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

	2021	2020
	£	£
Trade debtors	29,529	31,424
Other debtors	9,456	7,753
	<u>38,985</u>	<u>39,177</u>

Included in trade receivables are rent arrears of £3,750 (2020: £9,978).

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

	2021	2020
	£	£
Other creditors	12,828	200
Accruals and deferred income	7,821	49,832
	<u>20,649</u>	<u>50,032</u>

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

Accruals and deferred income includes rent payable in advance of £2,771 (2020: £12,924).

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

10. RESERVES

	Income and expenditure account	Revaluation reserve	Other reserves	Designated reserve	Totals
	£	£	£	£	£
At 1st January 2021	2,807,543	4,280,908	499,968	954,506	8,542,925
Surplus for the year	148,883	0	0	0	148,883
Market value of investment	(236,370)	235,864	506	0	0
Valuation of properties	0	0	0	0	0
Interest received transfer	0	0	0	0	0
Transfers from prior periods	0	0	0	0	0
Reserves transfer	0	0	0	0	0
At 31st December 2021	<u>2,720,056</u>	<u>4,516,772</u>	<u>500,474</u>	<u>954,506</u>	<u>8,691,808</u>

Revaluation Reserve

	Property Reserve	Investment Reserve	Total
	£	£	£
At 1st January 2021	2,808,911	1,471,997	4,280,908
Increase in market value	0	235,864	235,864
At 31st December 2021	<u>2,808,911</u>	<u>1,707,861</u>	<u>4,516,772</u>

Other reserves

	Capital Account	Caroline Richards Trust	Minnie Selina Downing Trust	Total
	£	£	£	£
At 1st January 2021	497,258	2,590	120	499,968
Increase in market value	0	341	165	505
At 31st December 2021	<u>497,258</u>	<u>2,931</u>	<u>285</u>	<u>500,473</u>

The Caroline Richards Charity funds are held solely for the maintenance of the graves of the Richards family in Gravesend cemetery. The fund is being used to clean and repair the graves.

The Minnie Selina Downing trust provides for the payment of income to or between such person or persons as the trustees shall consider to be a poor person or persons resident within the municipal borough of Gravesend and who from age, ill-health, accident or infirmity shall be unable to maintain herself/himself or themselves by his/her or their own exertions. The trustees will be arranging to make a distribution of the small amount of income arising out of the trust in accordance with the trust provisions.

The Henry Pinnock & V & A Mem Charity

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

**Designated
Reserves**

	Extraordinary Repair	Cyclical Maintenance	Emergency & Cyclical Maintenance	Total
	£	£	£	£
At 1st January 2021	354,396	571,034	29,076	954,506
Transfer from prior periods	0	0	0	0
Transfer from income and expenditure account	0	0	0	0
At 31st December 2021	354,396	571,034	29,076	954,506

The fund included within designated reserves are fully explained in the accounting policy in note 1 to these accounts.

11. CAPITAL COMMITMENTS

	2020	2019
	£	£
Contracted but not provided for in the financial statements	=	=

12. RELATED PARTY DISCLOSURES

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

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

	2021		2020
	£	£	£
Turnover			
Rents receivable	103,693		103,618
Residents weekly contributions	<u>215,419</u>		<u>220,508</u>
		319,112	324,126
Other income			
Sundry receipts	366		197
Listed investment income	19,832		23,010
Deposit account interest	<u>7,107</u>		<u>5,577</u>
		<u>27,305</u>	<u>28,784</u>
		346,417	352,910
Expenditure			
Insurance	9,719		8,786
Utilities	9,327		9,150
Staff Costs	77,203		61,272
Telephone	1,877		1,490
Repair and maintenance	175,525		97,505
Administration expenses	3,658		2,249
Legal and professional fees	3,827		11,103
Accountancy & Auditors' remuneration	2,640		5,640
Depreciation of tangible fixed assets:			
Housing property	87,950		63,459
Other freehold property	61,510		38,435
Plant and machinery	<u>511</u>		<u>90</u>
		<u>433,747</u>	<u>299,179</u>
		(87,330)	53,731
Finance costs			
Bank charges		<u>157</u>	<u>125</u>
		(87,487)	53,606
Gain/(loss) on revaluation of assets			
(Loss) / gain on revaluation of investments	236,370		(89,200)
Gain on revaluation of investment property	<u>0</u>		<u>1,052,071</u>
		<u>236,370</u>	<u>962,871</u>
NET SURPLUS		<u><u>148,883</u></u>	<u><u>1,016,477</u></u>

This page does not form part of the statutory financial statements