
Worcestershire Masonic Charity Organisation

REPORT AND FINANCIAL STATEMENTS

31 DECEMBER 2020

Charity Registration Number: 210408

CONTENTS

	Page
Report of the Trustees	1
Report of the Independent Examiners	5
Statement of Financial Activities	6
Balance Sheet	7
Notes forming part of the Financial Statements	8

REPORT OF THE TRUSTEES

Year ended 31 December 2020

Structure, Governance and Management

Governing Document

The Charity is governed under a Trust Deed dated 29 December 1934.

Recruitment and Appointment of Trustees

The power of appointing and removing Trustees is vested with the Provincial Grand Master for the time being of the Masonic Province of Worcestershire. In exercising these powers the Provincial Grand Master gives consideration to the skills mix and any identified skills gap within the existing trustee body.

Trustee Induction and Training

On agreeing to become a Trustee an individual is thoroughly briefed by the co-trustees on the history of the charity, the day to day management, the responsibilities of Trustees and the current objectives and future plans of the charity. A copy of the Trust Deed and latest financial statements are provided.

Risk Management

The Trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems and investment policy ensures adequate control over the charity's assets while providing sufficient resources in the event of adverse conditions.

Organisational Structure

Matters of policy and management are determined by the Trustees. The day to day operations of the Charity are administered by the Secretary to the Trustees who is responsible to the Trustees.

The Trustees meet in plenary session with a structured agenda at which relevant papers and reports are considered.

Related Parties

Related parties with a number of common Trustees are as follows:

Provincial Grand Lodge of Worcestershire Masonic Library and Museum
Leslie and Ivy Pountney Bursary Fund

Objectives and benefits for the public benefit

In shaping the objectives of the Charity and planning its activities, the Trustees have taken into consideration the Charity Commission's guidance on public benefit.

The primary function of the Charity is to act for the benefit of distressed Masons, their widows and children.

The Trust Deed also provides for the Charity to act for the benefit of such Masonic charities or other charitable institutions and objects as the Trustees shall, in duly constituted meeting, from time to time direct.

REPORT OF THE TRUSTEES

Year ended 31 December 2020

Achievements, Activities and Performance

The Charity continued to operate the sheltered accommodation in Bromsgrove. A high level of occupancy was obtained and the scheme of renovations continued with flats being redecorated/refurbished as and when they fell vacant. Support for local charities is lower than last year as the 300 Fund which was established to commemorate the creation of the first Grand Lodge in England in 1717 is wound down. In the current year freemasons in Worcestershire concentrated their charitable efforts on supporting Festival 2022 which is in aid of the Masonic Charitable Foundation - one of the largest charities in England which helps beneficiaries locally, elsewhere in the UK, and also overseas.

The charity benefited from an extremely generous unrestricted legacy in 2019 which was not repeated in the current year.

Financial Review

The accounts for the year show net incoming funds (before unrealised gains/losses on investments) of £8,084 (2019 – outgoing funds of £4,232).

Income

Income from all sources amounted to £82,656 (2019 - £129,397). The decrease compared to the previous year is a reflection of the legacy received in 2019, and the masons of the Province concentrating their efforts on supporting the Masonic Charitable Foundation and Festival 2022. Investment income was slightly higher because of increased distributions from COIF funds and increased interest with higher balances being offset by lower rates achieved on deposits. Income from residents in the sheltered accommodation held up well.

Expenditure

Expenditure totalled £74,572 (2019 - £133,629). The drop resulted from the reduced level of activity of the 300 Fund as it was run down. Spending by way of maintenance and improvement of the flats in the sheltered accommodation complex was also lower in the current year. The Heritage Fund was used to make grants to local meeting places to enable them to maintain and improve facilities and to reduce running costs. Support costs and direct costs remained under close control.

Principal Funding Sources

The principal funding sources arise through:

- (i) Donations and legacies from individual freemasons
- (ii) Investment income derived from the Charity's portfolio of investments
- (iii) Licence income from residents of the sheltered accommodation run by the Charity

Charity Land and Buildings

The charity owns the residential complex known as Ellard Hanson Court on the Birmingham Road, Bromsgrove.

REPORT OF THE TRUSTEES

Year ended 31 December 2020

Investment policy

The investment objectives are for a secure level of income together with capital protection. The Trustees reviewed the charity's investment policy during the year. The charity is a long-term investor and holds a mixed portfolio of institutional deposits, NS&I products, and funds managed by COIF. No changes were made in the year to the funds held by COIF but changes were made to the institutions holding deposits to achieve better rates.

Reserves policy

The Trustees consider that the level of reserves is appropriate to generate the income required by the Charity for its charitable commitments and to provide for the maintenance of the buildings of Ellard Hanson Court.

Statement of Responsibilities of the Trustees

The Trustees are responsible for preparing an Annual Report of the Trustees and financial statements 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 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 application of resources of the charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- observe the methods and principles in the applicable Charities SORP 2015 (FRS 102);
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation; and
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records that 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 applicable Charity (Accounts and Reports) Regulations 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 Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Approved by the Trustees on 29 September 2021 and signed on their behalf by:

R C Vaughan

Chairman of the Trustees

**INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF THE
WORCESTERSHIRE MASONIC CHARITY ORGANISATION**

We report on the accounts of the Charity for the year ended 31 December 2020, which are set out on pages 6 to 14.

Respective responsibilities of trustees and examiners

The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. We are qualified to undertake the examination by being members of professional bodies listed in the Charities Act 2011.

Having satisfied ourselves that the charity is not subject to audit and is eligible for independent examination it is our responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters may have come to our attention.

Basis of independent examiners' report

Our examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiners' statement

In connection with our examination, no matter has come to our attention:

(1) which gives us reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act and the methods and principles of the Charities SORP (FRS 102).

have not been met; or

(2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

**J B Coxon ACCA
P C Band FCA**

29 September 2021

STATEMENT OF FINANCIAL ACTIVITIES

for the year ended 31 December 2020

	Note	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
Income					
Voluntary income – donations		2,061	50	2,111	50,826
Investment income	2	3,162	12,563	15,725	14,637
Incoming resources from charitable activities	3	-	64,820	64,820	63,934
		<hr/>	<hr/>	<hr/>	<hr/>
Total income		5,223	77,433	82,656	129,397
		<hr/>	<hr/>	<hr/>	<hr/>
Expenditure					
Charitable activities	4	<u>11,735</u>	<u>62,837</u>	<u>74,572</u>	<u>133,629</u>
Total expenditure		<u>11,735</u>	<u>62,837</u>	<u>74,572</u>	<u>133,629</u>
		<hr/>	<hr/>	<hr/>	<hr/>
Net income/(expenditure) before other recognised gains		(6,512)	14,596	8,084	(4,232)
Gains on investments - unrealised		<u>-</u>	<u>9,757</u>	<u>9,757</u>	<u>18,522</u>
Net Movement in funds		(6,512)	24,353	17,841	14,290
Reconciliation of funds					
Fund balances at the beginning of year		<u>313,313</u>	<u>1,334,247</u>	<u>1,647,560</u>	<u>1,633,270</u>
		<hr/>	<hr/>	<hr/>	<hr/>
Fund balances at the end of year	14	<u>306,801</u>	<u>1,358,600</u>	<u>1,665,401</u>	<u>1,647,560</u>

There were no recognised gains or losses for 2020 or 2019 other than those included in the Statement of Financial Activities.

All income and expenditure relates to continuing operations.

The notes on pages 8 to 14 form part of these financial statements.

WORCESTERSHIRE MASONIC CHARITY ORGANISATION

BALANCE SHEET

as at 31 December 2020

	Note	2020	2019
		£	£
Fixed assets			
Tangible fixed assets	9	643,731	643,731
Investment assets	15	<u>354,250</u>	<u>450,923</u>
		997,981	1,094,654
Current assets			
Debtors	10	2,478	21,660
Cash at bank		<u>689,191</u>	<u>559,655</u>
		691,669	581,315
Current liabilities			
Creditors: amounts falling due within one year	11	<u>(24,249)</u>	<u>(28,409)</u>
Net current assets		<u>667,420</u>	<u>552,906</u>
Total assets less current liabilities		<u>1,665,401</u>	<u>1,647,560</u>
Unrestricted funds			
General and Designated	12	306,801	313,313
Restricted funds	13	<u>1,358,600</u>	<u>1,334,247</u>
		<u>1,665,401</u>	<u>1,647,560</u>

The notes on pages 8 to 14 form part of these financial statements.

The financial statements were approved by the Trustees on September 2021 and signed on their behalf by

R C Vaughan

S J Wyer

Trustees

NOTES TO THE FINANCIAL STATEMENTS

31 December 2020

1 Accounting policies

1.1 Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention, modified to account for investments which are stated at fair value, and include the results of the charity's operations which are described in the Report of the Trustees. The financial statements have been prepared in Sterling which is the functional currency of the Charity.

The financial statements have been prepared in accordance with the provisions of the Charities Act 2011 and in compliance with Accounting and Reporting by charities: SORP applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Ireland (FRS 102). The Charity constitutes a public benefit entity as defined by FRS 102.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

1.2 Fixed assets

Tangible fixed assets

Individual fixed assets costing £500 or more are capitalised at cost.

Depreciation is provided on the cost less the estimated residual value of fixtures and fittings at the rate of 25% per annum straight line. No depreciation is provided on freehold land or the cost of freehold buildings as, in the opinion of the Trustees, the residual value of the assets are so high and the life span so long that any element of depreciation would not be material.

1.3 Fund accounting

Restricted funds

Restricted funds represent grants and donations which are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

Unrestricted funds and designated funds

Unrestricted funds represent funds that are expendable at the discretion of the Trustees in the furtherance of the objects of the charity. Such funds may be held in order to finance both working capital and capital investment. Designated funds are those funds which are unrestricted in nature, but which have been designated by the Trustees to be used in a particular manner.

1.4 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income by way of donations and gifts is included in full in the Statement of Financial Activities when receivable.
- Income from investments is included in the Statement of Financial Activities in the year it is receivable.

NOTES TO THE FINANCIAL STATEMENTS

31 December 2020

- Fees and charges for services are accounted for in the year in which services are provided. Fees received in advance are treated as deferred income.

1.5 Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include independent examination fees and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity comprise both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

1.6 VAT

Value added tax is not recoverable by the charity, and as such is included in the relevant costs in the Statement of Financial Activities and tangible fixed assets.

1.7 Investments and Investment Gains and Losses

Investments are a form of basic financial instruments and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing market price. All gains and losses are recognised in the Statement of Financial Activities as they arise and accounted for through the fund for which they are held. Realised gains and losses are calculated as the difference between opening carrying value (or cost if purchased in the year) and sales proceeds. Unrealised gains and losses are calculated as the difference between their fair value at the year end and their carrying value. All investment gains and losses are combined in the Statement of Financial Activities.

	2020	2019
	£	£
2. Investment income		
COIF distributions	6,000	6,284
Interest	<u>9,725</u>	<u>8,353</u>
	<u>15,725</u>	<u>14,637</u>
	2020	2019
	£	£
3. Incoming resources from charitable activities		
Surplus on sales of paraphernalia and sundry income	-	50
Licence fees	<u>64,820</u>	<u>63,884</u>
	<u>64,820</u>	<u>63,934</u>
	=====	=====

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2020

4. Expenditure on charitable activities

	Home and Restricted Donations £	Unrestricted General £	2020 Total £	2019 Total £
Unrestricted				
Other donations and grants	20,071	4,180	24,251	28,493
Utilities and insurance	17,368	190	17,558	16,220
Cleaning	2,130	-	2,130	2,470
Telephone	100	-	100	100
Repairs and maintenance	9,777	1,075	10,852	65,855
Other costs	<u>1,440</u>	<u>-</u>	<u>1,440</u>	<u>2,055</u>
	50,886	5,445	56,331	115,193
Support costs (Note 5)	<u>11,951</u>	<u>6,290</u>	<u>18,241</u>	<u>18,436</u>
Total	<u>62,837</u>	<u>11,735</u>	<u>74,572</u>	<u>133,629</u>

5. Support costs

	Home £	General £	2020 Total £	2019 Total £
Employee and other costs	11,951	1,776	13,727	13,920
Rent	-	1,800	1,800	1,800
Computer support/licences	-	582	582	362
Stationery, postage and printing	-	161	161	115
Photocopying	-	173	173	180
Professional fees	-	1,156	1,156	1,272
Telephone	-	310	310	325
Sundries	-	332	332	462
	<u>11,951</u>	<u>6,290</u>	<u>18,241</u>	<u>18,436</u>

6. Employee costs and numbers

	2020 £	2019 £
Salaries and related costs	13,735	13,920
	<u>13,735</u>	<u>13,920</u>
	2020 No.	2019 No.
The average number of full-time equivalent employees during the year was:		
Sheltered accommodation	1	1
Administration	2	2
	<u>3</u>	<u>3</u>

There are no employees earning more than £60,000

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2020

7. Related party transactions

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2019 - None).

8. Taxation

As a charity, the Worcestershire Masonic Charity Organisation, is exempt from tax on income and gains falling within section 478 of the Taxes Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen within the charity.

9. Tangible fixed assets

	Freehold Buildings £	Fittings and Fixtures £	Total £
Cost			
As at 1 January 2020	643,731	6,224	649,955
Additions in year	-	-	-
Disposal in year	-	-	-
	-----	-----	-----
At 31 December 2020	643,731	6,224	649,955
	-----	-----	-----
Depreciation			
As at 1 January 2020	-	6,224	6,224
Charge for year	-	-	-
	-----	-----	-----
At 31 December 2020	-	<u>6,224</u>	<u>6,224</u>
	-----	-----	-----
Net Book Value			
As at 31 December 2020	<u>643,731</u>	<u>-</u>	<u>643,731</u>
As at 31 December 2019	<u>643,731</u>	<u>-</u>	<u>643,731</u>

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2020

		2020 £	2019 £			
10.	Debtors					
	Other Debtors	2,478	21,660			
	Of the debtors shown above £Nil (2019 - £14,866) is due after more than one year.					
11.	Creditors: amounts due within one year	2020 £	2019 £			
	Creditors and Accruals	24,249	28,409			
12.	Unrestricted funds					
	1 January 2020 £	Incoming resources £	Outgoing resources £	Transfers £	31 Dec 2020 £	
	General funds	213,313	4,723	(11,235)	-	206,801
	Designated	100,000	-	-	-	100,000
		313,313	4,723	(11,235)	-	306,801

The designated fund comprises monies donated by masons meeting in Bromsgrove following the sale of their property in that town. The trustees have designated it as a fund to be used in the event of worthwhile causes being identified which would not or could not normally be met out of general funds.

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2020

13. Restricted funds

	1 January 2020 £	Incoming resources £	Outgoing resources £	Transfers £	31 Dec 2020 £
Yorke-Brookes Fund	27,143	375	(441)	-	27,077
Ellard Hanson Fund	952,304	68,373	(42,122)	-	978,555
Heritage Fund	331,786	18,392	(9,175)	-	341,003
Other Restricted Funds	23,014	50	(11,099)	-	11,965
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Total	1,334,247	87,190	(62,837)	-	1,358,600
	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>

The Restricted Funds are held for the following purposes:

Yorke-Brookes Fund – to assist Freemasons in need to meet their obligations to their Mother Lodge and Chapter.

Ellard Hanson Fund – this fund represents monies donated to acquire and maintain the fabric of the sheltered accommodation situated in Bromsgrove.

Heritage Fund – to maintain and improve facilities at Masonic buildings in the Province of Worcestershire so as to maintain the Masonic heritage of such buildings for the public good.

Tercentenary Fund – to make donations to local charities and worthwhile causes in Worcestershire in commemoration of the 300th anniversary of the founding of the first Grand Lodge in England.

Other – these represent funds donated for specific causes nominated by the donors and which are accumulated and subsequently paid over to such causes.

14. Analysis of net assets between funds

	Restricted funds £	Unrestricted funds £	Total £
Investments at fair value	344,250	10,000	354,250
Tangible fixed assets	643,731	-	643,731
Current assets	381,100	310,569	691,669
Current liabilities	<u>(10,481)</u>	<u>(13,768)</u>	<u>(24,249)</u>
	1,358,600	306,801	1,665,401
	<u> </u>	<u> </u>	<u> </u>

NOTES TO THE FINANCIAL STATEMENTS

Year ended 31 December 2020

15. Investments

Cost	2020	2019
	£	£
At 1 January 2020	392,986	391,789
Additions	-	1,197
Disposals	(106,430)	-
At 31 December 2020	286,556	392,986
Fair Value Adjustment		
At 1 January 2020	57,937	39,415
Investment gain of year	9,757	18,522
At 31 December 2020	67,694	57,937
Fair Value at 31 December 2020	<u>354,250</u>	<u>450,923</u>