

**King Edward VI & the Reverend Joseph Prime Almshouse  
Charity  
and Gibson's Charity  
Financial Statements  
Year Ended 31<sup>st</sup> December 2021**

Charity registration number: 210590 and 210590-1

# King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity

## Financial Statements

Year Ended 31<sup>st</sup> December 2021

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# King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity

## Charities Reference and Administrative Details

Year Ended 31<sup>st</sup> December 2021

|   |   |
|---|---|
| <b>Charity Name:</b>                            | The King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity |
| <b>Charity Registered Number:</b>               | 210590 and 210590-1   |
| <b>Almshouse Association Membership Number:</b> | M858  |
| <b>Address of Principal Office:</b>             | Almshouse Office, Abbey Lane, Saffron Walden, Essex, CB10 1DE.                          |
| <b>Trustee of the Charities:</b>                | KEVI Corporate Trustee Limited  |

KEVI Corporate Trustee Limited is a private company limited by guarantee registered at Companies House with the company number 10178525.

The Directors who served for KEVI Corporate Trustee Limited during the year ended 31 December 2021 and at the date this report was approved are as follows:

|                 |  |
|-----------------|--|
| Joanne Stone    | Chairman                                 |
| Diane Drury     | Vice Chairman                            |
| Linda Ainscough |  |
| Tammera Blest   | Resigned 16 <sup>th</sup> February 2021  |
| Malcolm Domb    |  |
| Stephen Hasler  |  |
| Michael Hibbs   |  |
| Barbara Hughes  | Resigned 23 <sup>rd</sup> March 2021     |
| John Kerr       |  |
| Paul Osborne    | Appointed 2 <sup>nd</sup> March 2021     |
| Simon Oughton   |  |
| Neil Paterson   | Appointed 26 <sup>th</sup> November 2021 |
| Peter Plunkett  | Appointed 26 <sup>th</sup> November 2021 |
| Graham Smith    | Resigned 3 <sup>rd</sup> August 2021     |
| Trevor Vincent  |  |
| Jonathan Webb   | Appointed 30 <sup>th</sup> November 2021 |
| Malcolm White   |  |

|                           |                |
|---------------------------|----------------|
| <b>Company Secretary:</b> | Lisa Morrissey |
| <b>Estate Officer:</b>    | Victoria Duke  |
| <b>Business Officer:</b>  | Lisa Morrissey |

**Bankers:** Barclays Bank, Market Square, Saffron Walden, Essex.

**Accountant:** Bentens, Abbey House, 51 High Street, Saffron Walden, Essex CB10 1AF

**Solicitors:** Stone King Solicitors, 30 Station Road, Cambridge, CB1 2RE.

# **King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity**

## **Trustees' Annual Report**

### **Year Ended 31<sup>st</sup> December 2021**

The Trustee presents the annual report of the charity for the year ended 31 December 2021. The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and 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 published in January 2022.

#### **Objectives and activities**

The Objects of the King Edward VI and Reverend Joseph Prime Almshouse Charity are:

1. the provision of almshouses for beneficiaries;
2. such charitable purposes for the benefit of the residents as the Corporate Trustee decides;

The activities of the Charity are the provision and maintenance of forty-seven almshouses for the beneficiaries. The beneficiaries must be persons who are in need, hardship or distress and who are resident in or have close links to the former borough of Saffron Walden, Essex and adjacent parishes. Although many of the residents are elderly, the Terms of the Trust do not discriminate on age and there is a current need to house single younger people. Where possible the Charity applies for grants to assist with improvements to the estate.

These activities are considered to be for the public benefit and in running the Charity the Corporate Trustee has regard for the Charity Commission guidance on public benefit.

The Object of the Gibson's Charity is:

1. The Charity distributed grants and/or loans to relieve need, hardship or distress. In 2016 the Corporate Trustee resolved that Gibson's Charity will no longer distribute grants or loans.

This activity is considered to be for the public benefit and in running the Charity the Corporate Trustee has regard for the Charity Commission guidance on public benefit.

#### **Application of Income**

##### King Edward VI and Reverend Joseph Prime Almshouse Charity (KEVI)

The net income shall be applied first to repair, insure, restore and meet all other outgoings in respect of the Charity's properties and all proper costs of the Charity's administration and management. Thereafter, net income of the Charity shall be applied for its beneficiaries.

##### Gibson's Charity

The net income shall be applied to make grants and /or loans to relieve need, hardship or distress. In 2016 the Corporate Trustee resolved that Gibson's Charity will no longer distribute grants or loans.

#### **Achievements and performance**

##### Residents and community

Despite continuing Covid restrictions there were several resident departures and appointments in 2021.

A garden party was held for Residents and the Community to celebrate 75 years since the Almshouse Association was created, which was well attended and generated interest in the town.

Licence templates were reviewed and updated, while Trustees met with individual Residents to discuss a range of issues including pet requests, anti-social behaviour and arrears. Christmas and Easter gifts were delivered to every Resident, as were birthday cards.

##### Property & Fabric

During the year work to maintain and improve our properties continued to be restricted by national lockdowns and other safety measures necessary during the Covid-19 pandemic. However, a full Quinquennial inspection was undertaken at the end of the year to inform future work. There were also renovations of 3 empty properties and 3 boilers were replaced.



# King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity

## Trustees' Annual Report

### Year Ended 31<sup>st</sup> December 2021

#### Finance

##### King Edward VI and Reverend Joseph Prime Almshouse Charity

Contributions from residents and other regular income exceeded expenditure again in 2021, giving an operating surplus of £119,000 for the year, excluding Crocus campaign donations and costs (2020 – operating surplus of £80,000 excluding a significant provision for repairs to the culvert). The surplus was due mainly to an inability to carry out anticipated budgeted repairs during both years because of Covid restrictions and concerns. Contributions were increased in line with inflation in May, outgoings in respect of maintaining the properties were lower than previous years, whilst those for administration and management increased slightly. The Crocus Project fundraising campaign resulted in receipt of £30,000 donations towards the project in the year but expenditure on fundraising exceeded this by £19,000 at this early stage in the campaign.

The investments increased in value at the year-end giving a significant unrealised gain of £74,000 but this has been substantially reversed as at the date of this report.

The total net income for the year for KEVI was £174,000 (2020 – total net expenditure of £120,000)

The provision of £215,000 made in the accounts to 31 December 2020 for repairs to the culvert was not spent in 2021 and is carried forward as a liability at 31 December 2021.

##### Gibson's Charity

Each year since 2016 Gibson's has had a surplus of income from investments as no grants were given. For 2021 the surplus was £17,000. Added to this, unrealised gains on investments of £69,000 resulted in a total increase in reserves of £86,000 for the year (2020 – increase of £42,000). This also has been substantially reversed as at the date of this report.

##### Project Crocus (previously Jackdaw)

Progress continued on the major building project to replace the Primes Close bungalows despite the further lockdowns due to the COVID pandemic. A detailed discussion with the Environment Agency was arranged after a delay of a number of months and this has informed us more fully how to manage the culvert as part of the project. Informal discussions with the local council planning department during the year resulted in a 60% reduction in the future planning application fee and also indicated that one part of the original planning application, a separate block at the west end of the site, was unlikely to be approvable and the Directors agreed to drop this building from the project. During the year, the focus has increased on providing a building which is low energy in use, and this is now a key aspect of the project. In view of this, our architect noted that they are not experts in low carbon, new buildings and it was mutually agreed in November that they should step down. Despite this change the project has been kept moving by updating the required flood risk assessment, in line with the latest requirements from the Environment Agency, and through the appointment of new ecologists to carry out the required surveys during the winter months.

#### Fundraising

There has been a strong focus in 2021 on fundraising and Gifted Philanthropy were appointed, following a competitive selection process, to carry out a feasibility study to assess whether the full funds for the project can be raised. Their positive report resulted in the Directors appointing them to progress the fundraising for us and the second half of the year was used to plan the Crocus Campaign, the agreed name for the fundraising campaign. In light of this, the building development project was renamed as Project Crocus.

#### Communications

We hosted musicians on the lawns for the town's Fete de la Musique festival for the first time, which drew crowds and was a very well received. The local Christmas pantomime programme included an advertisement and local papers and social media had frequent updates.

#### Governance

Regular meetings and most informal and ad hoc ones continued to be held on Zoom during 2021. This had the benefit of allowing remote meetings as, for instance, with the Fundraising company Gifted Philanthropy. However, trustees were keen and enjoyed the June AwayDay, the first in person meeting since March 2020 which was held in the Chapel.

During 2021 the Trustee updated the Risk Policy and Register, which will be assessed at regular Board and committee meetings and reviewed annually at the AwayDay. A working group refined the process to review policies, and a group was formed to create a Strategic Plan.



# **King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity**

## **Trustees' Annual Report**

### **Year Ended 31<sup>st</sup> December 2021**

The formal process to release the Gibson's Charity Permanent Endowment before transferring it to KEVI was started.

The HR advisers began work on the Officers' appointment documents. And after proposals from three firms of Health & Safety advisers. The HSE Specialists were appointed to advise KEVI and act as its Competent Person.

### **Financial review**

Each Charity's financial position is as set out in the Balance Sheet on page 10 and is considered satisfactory.

### **Reserves policy**

Each Charity's policy on reserves is to maintain sufficient reserves to enable the Charity to continue to achieve its principal objectives.

### **Plans for future periods**

The extensive catch-up of repairs and maintenance which the pandemic delayed will start in 2022. While refurbishments will be undertaken as required when properties are vacant, there will also be a focus on priority actions in the Quinquennial report.

Celebrations for residents during the Queen's Jubilee celebrations are planned.

For the Crocus project, following a request for proposals issued to six firms in November 2021, the new architects will be appointed early in 2022 with a target to submit a new planning application during 2022 with planning approval in late 2022 or early 2023. The Campaign Board for the fundraising, made up of individuals who indicated their willingness to support the project during the 2021 feasibility study, will be formed in 2022 with the target to raise a large proportion of the required funds during the year. An updated assessment of accommodation needs for Crocus will be done for the new architects. Work to repair the culvert is being considered in discussion with the Environment Agency.

The work of the Communications Working Group will continue to raise KEVI's profile, and Gifted Philanthropy will continue the next phases of the Crocus fundraising campaign.

## **Structure, governance and management**

### **a. Governing Document**

#### **King Edward VI and the Reverend Joseph Prime Almshouse Charity**

The Charity was founded by the Guild of the Holy Trinity in 1400AD and by Reverend Joseph Prime's will in March 1942. It was registered with the Charity Commission on 29 May 1958 and governed by a Scheme of the same date. The Charity is now governed in accordance with a Scheme sealed by the Charity Commission on 8 January 2007 amended by Resolution dated 18 April 2016.

#### **Gibson's Charity**

The Charity is governed in accordance with a Scheme sealed by the Charity Commission on 8 May 1979. Despite the direct and historic connection between the two Charities and their linking in 2014, for technical reasons of Charity Law the two charities could not be merged. However, in 2016 the Corporate Trustee resolved that Gibson's Charity will no longer distribute grants or loans.

### **b. Recruitment and appointment of Directors of the Corporate Trustee**

As vacancies for Directors arise applications are sought from potential candidates by advertisements in the local press, social media, the website and people known to the Directors. Applicants are then shortlisted partly using the Board skills gaps, interviewed by some of the Directors and appointments made by resolution of the Directors.

# King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity

## Trustees' Annual Report

### Year Ended 31<sup>st</sup> December 2021

c. **Policies and Procedures adopted for the induction and training of Directors of the Corporate Trustee**

New Directors are briefed by the Business Officer, Estate Officer, the Chair and relevant Committee Chairs on the history and activities of each Charity. They are provided with a description of KEVI's history and future plans, a web link to the Charity Commission publication "The Essential Trustee" which details their responsibilities and provides guidance on being a Director of a Corporate Trustee. The new Director is also provided with a copy of each Charity's Scheme, a copy or web link to the Almshouse Association's 'Standards of Almshouse Management' and the latest audited accounts and Minutes.

d. **Organisational Structure of the Charity**

The day-to-day administration of the King Edward VI and Reverend Joseph Prime Almshouse Charity and the Gibson's Charity during 2021 was carried out by the Officers who report to the Directors of the Corporate Trustee. Some of the buildings of King Edward VI and Reverend Joseph Prime Almshouse Charity are Grade II listed and the Charity takes guidance from an Architect on significant matters, and from HR and H&S advisers when necessary.

e. **Related Parties**

The King Edward VI and Reverend Joseph Prime Almshouse Charity is related to the Gibson's Charity by formal linking with the Charity Commission and as the two charities have the same Corporate Trustee. The Officers of the King Edward VI and Reverend Joseph Prime Almshouse Charity were also Officers of the Gibson's Charity. As noted above, the activities of the Gibson's Charity have ceased and it exists purely for the provision of capital, with the intention of releasing that capital to be used by KEVI until all its assets have been used, when it will be closed.

f. **Statement of Major Risks**

Through the employment of professional advisers, the Trustee seeks to ensure that all of the Charities' management and decision-making processes take full account of and comply with relevant legislation and regulatory controls. The Trustee regularly considers the major risks to which the Charities are exposed and various actions to mitigate the risks. Insurance, including property ownership and public liability, is reassessed annually.

### **Trustee's responsibilities**

The Corporate Trustee is responsible for preparing the Corporate Trustee's Report and the 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 Corporate Trustee to prepare financial statements for each financial year which give a true and fair view of the charity and of the incoming resources and application of resources of the charity for that period.

In preparing these financial statements, the Corporate Trustee is required to:

- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended practice 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 operation.

The Corporate Trustee is responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charities Statement of Recommended Practice (SORP) (FRS 102) and the provisions of the Trust Deed.



**King Edward VI and the Reverend Joseph Prime Almshouse Charity  
and Gibson's Charity**

**Trustees' Annual Report**

**Year Ended 31<sup>st</sup> December 2021**

The Corporate Trustee is 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 Corporate Trustee is 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.

On behalf of the board of the Corporate Trustee



J STONE  
Chair of KEVI Corporate Trustee Limited

Date: 18/7/22



**King Edward VI and the Reverend Joseph Prime Almshouse Charity  
and Gibson's Charity**

**Independent Examiner's Report to the Trustees of King Edward VI and the Reverend  
Joseph Prime Almshouse Charity and Gibson's Charity  
Year Ended 31<sup>st</sup> December 2021**

I report to the Corporate Trustee on my examination of the accounts of the above charity [Charity No. 210590 and 210590-1] for the year ended 31 December 2021, set out on pages 9 to 22.

**Responsibilities and basis of report**

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

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

**Independent examiner's statement**

The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Association of Chartered Certified Accountants.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

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

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



Sarah Elizabeth Warner FCCA  
Association of Chartered Certified Accountants  
Bentons  
Abbey House  
51 High Street  
Saffron Walden  
Essex  
CB10 1AF

# King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity

## Statement of Financial Activities

Year Ended 31<sup>st</sup> December 2021

|   |                             | 2021  |                  |                           |                    | 2020         |           |
|---|-----------------------------|---|------------------|---------------------------|--------------------|--------------|-----------|
|   |                             | King Edward VI and the Reverend Prime Almshouse Charity |                  | Gibsons Charity           |                    |              |           |
| Note  |                             | Unrestricted funds                                      | Restricted funds | Permanent endowment funds | Unrestricted funds | Capital fund | Total     |
|   |                             | £   | £                | £                         | £                  | £            | £         |
| <b>Income and endowments from:</b>            |                             |   |                  |                           |                    |              |           |
| 2   | Donations and legacies      | 30,358  | 500              | -                         | -                  | -            | 30,858    |
| 3   | Charitable activities       | 325,048   | -                | -                         | -                  | -            | 325,048   |
| 4   | Investments                 | 2,813   | -                | -                         | 17,236             | -            | 20,049    |
| <b>Total income and endowments</b>            |                             | 358,219   | 500              | -                         | 17,236             | -            | 375,955   |
|   |                             |   |                  |                           |                    |              |           |
| <b>Expenditure on:</b>                        |                             |   |                  |                           |                    |              |           |
| 5   | Raising funds               | 50,255  | -                | -                         | -                  | -            | 50,255    |
| 6   | Charitable activities       | 207,870   | 480              | -                         | -                  | -            | 208,350   |
| <b>Total expenditure</b>                      |                             | 258,125   | 480              | -                         | -                  | -            | 258,605   |
|   |                             |   |                  |                           |                    |              |           |
| <b>Net income before gains on investments</b> |                             |   |                  |                           |                    |              |           |
| 10  | Net gains on investments    | 100,094   | 20               | -                         | 17,236             | -            | 117,350   |
|   |                             | 73,864  | -                | -                         | 17,396             | 51,579       | 142,839   |
| <b>Net income / (expenditure)</b>             |                             | 173,958   | 20               | -                         | 34,632             | 51,579       | 260,189   |
|   |                             |   |                  |                           |                    |              |           |
| <b>Transfers between funds</b>                |                             |   |                  |                           |                    |              |           |
| 15  |                             | (6,759)   | -                | 6,759                     | -                  | -            | -         |
| <b>Net movement in funds</b>                  |                             | 167,199   | 20               | 6,759                     | 34,632             | 51,579       | 260,189   |
|   |                             |   |                  |                           |                    |              |           |
| <b>Reconciliation of funds:</b>               |                             |   |                  |                           |                    |              |           |
| 15  | Total funds brought forward | 532,775   | -                | 1,309,931                 | 155,613            | 401,262      | 2,399,581 |
| <b>Total funds carried forward</b>            |                             | 699,974   | 20               | 1,316,690                 | 190,245            | 452,841      | 2,659,770 |
| 15,16   |                             |   |                  |                           |                    |              |           |

All income and expenditure derive from continuing activities.

**King Edward VI and the Reverend Joseph Prime Almshouse Charity  
and Gibson's Charity**

**Balance Sheet**

**Year Ended 31<sup>st</sup> December 2021**

|  |   | 2021                | 2020      |
|--|---|---------------------|-----------|
|  | King Edward VI<br>and the Reverend<br>Joseph Prime<br>Almshouse Charity | Gibson's<br>Charity | Total     |
| Note   | £   | £                   | £         |
| <b>Fixed assets</b>  |   |                     |           |
| Tangible assets  | 9 1,430,807   | -                   | 1,430,807 |
| Investments  | 10 560,798  | 630,092             | 1,190,890 |
|  | 1,991,605   | 630,092             | 2,621,697 |
| <b>Current assets</b>  |   |                     |           |
| Debtors  | 11 2,562  | 3,950               | 6,512     |
| Cash at bank and in hand                                       | 364,782   | 9,044               | 373,826   |
|  | 367,344   | 12,994              | 380,338   |
| <b>Creditors: amounts falling due within one year</b>          | 12 254,190  | -                   | 254,190   |
| <b>Net current assets</b>                                      | 113,154   | 12,994              | 126,148   |
| <b>Total assets less current liabilities</b>                   | 2,104,759   | 643,086             | 2,747,845 |
| <b>Creditors: amounts falling due after more than one year</b> | 13 88,075   | -                   | 88,075    |
| <b>Net assets</b>  | 2,016,684   | 643,086             | 2,659,770 |
| <b>Charity Funds</b>   |   |                     |           |
| Endowment Funds  |   |                     |           |
| Permanent Endowment  | 16 1,316,690  | -                   | 1,316,690 |
| Capital Fund   | 16 -  | 452,841             | 452,841   |
|  | 1,316,690   | 452,841             | 1,769,531 |
| Restricted fund  | 16 20   | -                   | 20        |
| Unrestricted Designated Funds                                  |   |                     |           |
| Furniture & Equipment Fund                                     | 16 4,870  | -                   | 4,870     |
| Extraordinary Repair Fund                                      | 16 99,859   | -                   | 99,859    |
| Extraordinary Repair Fund Special Projects                     | 16 100,000  | -                   | 100,000   |
| Cyclical Maintenance Fund                                      | 16 100,670  | -                   | 100,670   |
| Building Fund  | 16 343,225  | -                   | 343,225   |
| Unrestricted Funds: General Fund                               | 16 51,350   | 190,245             | 241,595   |
|  | 699,974   | 190,245             | 890,219   |
| <b>Total charity funds</b>                                     | 16 2,016,684  | 643,086             | 2,659,770 |

The financial statements were approved and authorised for issue by the Board on ...18/12/22...  
Signed on behalf of the board of the corporate trustee

  
J STONE  
DIRECTOR OF KEVI CORPROATE TRUSTEE LTD

  
L AINSCOUGH  
DIRECTOR OF KEVI CORPROATE TRUSTEE LTD

The notes on pages 11 to 22 form part of these financial statements.



# King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2021

### 1 Summary of significant accounting policies

#### (i) General information and basis of preparation

King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity is an unincorporated charity. The address of the principal office is given in the charity information on page 2 of these financial statements.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are presented in sterling which is the functional currency of the charity.

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.

#### (ii) Funds

Unrestricted funds which have not been designated for other purposes are available for use at the discretion of the trustee in furtherance of the general objectives of the charity.

Designated funds comprise unrestricted funds that have been set aside by the trustee for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

Endowment funds represent those assets which must be held permanently by the charity. Income arising on the endowment funds can be used in accordance with the objects of the charity and is included as unrestricted income. Any capital gains or losses arising on the investments form part of the fund.

##### **Permanent Endowment**

The Fund is represented by the equity in the Charity's freehold property.

##### **Furniture and Equipment Fund**

The Fund is unrestricted but designated and represents the Charity's furniture and equipment which has been funded from the Charity's own resources.

##### **Extraordinary Repair Fund**

The Extraordinary Repair Fund is unrestricted but designated by the Corporate Trustee for future major repairs and improvements to the Charity's almshouses. The Fund is specifically invested. Income from the investments is available for the general purposes of the Charity.

##### **Cyclical Maintenance Fund**

The Cyclical Maintenance Fund is unrestricted but designated by the Corporate Trustee to cover cyclical repairs as they arise. The Fund is specifically invested. Income from the investments is available for the general purposes of the Charity.



# **King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity**

## **Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> December 2021**

### **Building Fund**

The Building Fund is unrestricted but designated by the Corporate Trustee for future major building projects. The Fund is specifically invested. Income from the investments is available for the general purposes of the Charity.

### **General Fund**

The General Fund is unrestricted and available for the general purposes of the Charity. The fund represents accumulated surpluses of the Charity.

### **(iii) Income recognition**

All incoming resources are included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

Donations and other voluntary income are reflected in the accounts for the period in which they are received. Donations in kind are recognised by the Charity when received except in the case of services provided free or undervalue by voluntary staff or others which are not reflected in the accounts.

For legacies, entitlement is taken as the earlier of the date on which either: the Charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Charity that a distribution will be made, or when a distribution is received from the estate.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the Charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

### **(iv) Expenditure recognition**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably.

### **(v) Support costs allocation**

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity. The Charity's governance costs are allocated entirely to the Almshouse Costs since support costs relating to other activities are considered immaterial.

**Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> December 2021**

**(vi) Tangible fixed assets**

Tangible fixed assets are stated at cost less accumulated depreciation. Cost includes costs directly attributable to making the asset capable of operating as intended. The freehold property was introduced into the accounts at its insurance value at 31 December 2004. Following an exercise by the Trustees during the year ended 31 December 2006 the value at which the property is shown in the accounts has been revised. The cost of additions to freehold property in the last fifty years has been ascertained and the accumulated depreciation in accordance with the stated accounting policy has been calculated. The accounts have then been revised to reflect these amounts.

Expenditure on furniture and equipment is capitalised except for items costing less than £1,000 which are written off as incurred.

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost, less estimated residual value, of each asset on a systematic basis over its expected useful life as follows:

|                         |                     |
|-------------------------|---------------------|
| Freehold land           | 2% straight line    |
| Furniture and Equipment | 6.67% straight line |

**(vii) Investments**

Investments consist of listed investments only. Investments are recognised initially at fair value which is normally the transaction price. Subsequently, they are measured at fair value with changes recognised in 'net gains (losses) on investments' in the Statement of Financial Activities. Fair value is determined by reference to the published mid-price of the investment.

**(viii) Debtors**

Contribution and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid net of any trade discounts due.

**(ix) Creditors**

Creditors are recognised where the Charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

**(x) Provisions**

Provisions are recognised when the charity has an obligation at the balance sheet date as a result of a past event, it is probable that an outflow of economic benefits will be required in settlement and the amount can be reliably estimated.

**(xi) Cash flow statement**

The Charity has taken advantage of the exemption provided for charities with income under £500,000 and has not prepared a Cash Flow Statement for the year.

# King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2021

### (xii) Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

### (xiii) Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

## 2 Income from donations and legacies

|                         | 2021   |            | 2020                |        |
|-------------------------|--|------------|---------------------|--------|
|                         | King Edward VI and the<br>Reverend Joseph Prime<br>Almshouse Charity |            | Gibson's<br>charity | Total  |
|                         | Unrestricted   | Restricted | Unrestricted        | Total  |
|                         | £  | £          | £                   | £      |
| Donations               | 675  | 500        | -                   | 1,175  |
| Crocus appeal donations | 29,683   | -          | -                   | 29,683 |
| Grants                  | -  | -          | -                   | -      |
|                         | 30,358   | 500        | -                   | 30,858 |
|                         |  |            |                     | 600    |

## 3 Income from charitable activities

|                                    | 2021   |   | 2020                |         |
|------------------------------------|--|---|---------------------|---------|
|                                    | King Edward VI and the<br>Reverend Joseph Prime<br>Almshouse Charity |   | Gibson's<br>charity | Total   |
|                                    | Unrestricted   |   | Unrestricted        | Total   |
|                                    | £  |   | £                   | £       |
| Residents contributions receivable | 324,065  | - | 324,065             | 307,530 |
| Parking scheme                     | 800  | - | 800                 | 875     |
| Use of hall                        | 160  | - | 160                 | 396     |
| Wayleave                           | 23   | - | 23                  | -       |
|                                    | 325,048  | - | 325,048             | 308,801 |



**King Edward VI and the Reverend Joseph Prime Almshouse Charity  
and Gibson's Charity**

**Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> December 2021**

**4 Income from investments**

|   | 2021                            |         | 2020    |
|---|---------------------------------|---------|---------|
| King Edward VI and the Reverend Joseph Prime Almshouse Charity Unrestricted £ | Gibson's charity Unrestricted £ | Total £ | Total £ |
| Interest from listed investments  | -                               | 17,236  | 20,256  |
| Interest from deposit accounts  | 2,813                           | -       | 1,890   |
|   | 2,813                           | 17,236  | 22,146  |
|   |                                 | 20,049  |         |

**5 Raising funds**

|   | 2021                            |         | 2020    |
|---|---------------------------------|---------|---------|
| King Edward VI and the Reverend Joseph Prime Almshouse Charity Unrestricted £ | Gibson's charity Unrestricted £ | Total £ | Total £ |
| Fundraising   | 49,056                          | -       | -       |
| Publicity   | 1,199                           | -       | -       |
|   | 50,255                          | -       | -       |
|   |                                 | 50,255  |         |



**King Edward VI and the Reverend Joseph Prime Almshouse Charity  
and Gibson's Charity**

**Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> December 2021**

**6 Expenditure on charitable activities**

|   | 2021  |            | 2020           |
|---|---|------------|----------------|
|   | King Edward VI and the Reverend<br>Joseph Prime Almshouse Charity |            | Total          |
|   | Unrestricted  | Restricted | Total          |
|   | £   | £          | £              |
| <u>Expenditure on letting housing accommodation</u> |   |            |                |
| Empty property costs                                | 1,377   | -          | 1,377          |
| Water charges                                       | 9,158   | -          | 9,158          |
| Insurance   | 9,412   | -          | 9,412          |
| Light and heat                                      | 4,085   | -          | 4,085          |
| Routine maintenance                                 | 28,421  | -          | 28,421         |
| Garden maintenance                                  | 10,312  | 480        | 10,792         |
| Cleaning  | 3,711   | -          | 3,711          |
| Bad debt provision                                  | (600)   | -          | (600)          |
| Loan interest and charges                           | 6,783   | -          | 6,783          |
| Depreciation of freehold property                   | 36,910  | -          | 36,910         |
| Sundry expenses                                     | 391   | -          | 391            |
|   | <u>109,960</u>  | <u>480</u> | <u>110,440</u> |
| <u>Support costs</u>                                |   |            |                |
| Wages and salaries (note 8)                         | 31,398  | -          | 31,398         |
| Training costs                                      | 109   | -          | 109            |
| Subscriptions                                       | 603   | -          | 603            |
| Telephone, postage and stationery                   | 1,765   | -          | 1,765          |
| Website development                                 | 155   | -          | 155            |
| Governance costs                                    | 1,639   | -          | 1,639          |
| IT Software   | 1,084   | -          | 1,084          |
| Accountancy fees                                    | 4,571   | -          | 4,571          |
| Bank charges  | 89  | -          | 89             |
| Advertising and marketing                           | 110   | -          | 110            |
| Sundry expenses                                     | 2,242   | -          | 2,242          |
|   | <u>43,765</u>   | <u>-</u>   | <u>43,765</u>  |
| Depreciation of furniture and equipment             | 832   | -          | 832            |
| Extraordinary repairs                               | 12,207  | -          | 12,207         |
| Cyclical maintenance                                | 41,106  | -          | 41,106         |
|   | <u>207,870</u>  | <u>480</u> | <u>208,350</u> |
|   |   |            | <u>446,087</u> |

**King Edward VI and the Reverend Joseph Prime Almshouse Charity  
and Gibson's Charity**

**Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> December 2021**

**7 Trustee's remuneration and expenses**

No directors of the Corporate Trustee were remunerated or reimbursed expenses during either the current or previous year.

**8 Staff costs**

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

|                   | 2021<br>No. | 2020<br>No. |
|-------------------|-------------|-------------|
| Estate management | 1           | 1           |
| Business manager  | 1           | 1           |
|                   | <hr/> 2     | <hr/> 2     |

The total staff costs and employee benefits were as follows:

|                                    | 2021<br>£    | 2020<br>£    |
|------------------------------------|--------------|--------------|
| Wages and salaries                 | 30,847       | 27,165       |
| Social security                    | -            | -            |
| Defined contribution pension costs | 551          | 342          |
|                                    | <hr/> 31,398 | <hr/> 27,507 |

No employees received emoluments in excess of £60,000 during the current or previous year.

# King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2021

### 9 Tangible fixed assets

|                                   | Freehold<br>Property<br>£ | Furniture and<br>Equipment<br>£ | Total<br>£ |
|-----------------------------------|---------------------------|---------------------------------|------------|
| Cost or valuation:                |                           |                                 |            |
| At 1 <sup>st</sup> January 2021   | 1,985,473                 | 76,083                          | 2,061,556  |
| Additions                         | 22,355                    | -                               | 22,355     |
| Disposals                         | (1,000)                   | -                               | (1,000)    |
| At 31 <sup>st</sup> December 2021 | 2,006,828                 | 76,083                          | 2,082,911  |
| Depreciation:                     |                           |                                 |            |
| At 1 <sup>st</sup> January 2021   | 543,981                   | 70,381                          | 614,362    |
| Charge for the year               | 36,910                    | 832                             | 37,742     |
| Eliminated on disposals           | -                         | -                               | -          |
| At 31 <sup>st</sup> December 2021 | 580,891                   | 71,213                          | 652,104    |
| Net book value:                   |                           |                                 |            |
| At 31 <sup>st</sup> December 2021 | 1,425,937                 | 4,870                           | 1,430,807  |
| At 31 <sup>st</sup> December 2020 | 1,441,492                 | 5,702                           | 1,447,194  |

The freehold property of the Charity is The Almshouses comprising 22 flats in the main block, 4 flats in the east wing and 4 flats in the west wing, 7 bungalows in Prime's Close, 4 tenement flats in Prime's Close, 4 Almshouses in Freshwell Street, Daniel's Cottage and Helen Baker House.

### 10 Fixed asset investments

|  | King Edward VI<br>and the Reverend<br>Joseph Prime<br>Almshouse Charity<br>£ | Gibson's<br>Charity<br>£ | Total<br>£ |
|--|--|--------------------------|------------|
| Market value at 1 <sup>st</sup> January 2021   | 486,934  | 540,117                  | 1,027,051  |
| Additions                                      | -  | 21,000                   | 21,000     |
| Disposals                                      | -  | -                        | -          |
| Revaluation                                    | 73,864   | 68,975                   | 142,839    |
| Market value at 31 <sup>st</sup> December 2021 | 560,798  | 630,092                  | 1,190,890  |
| Cost at 31 <sup>st</sup> December 2021         | 371,784  | 241,437                  | 613,221    |
| Cost at 31 <sup>st</sup> December 2020         | 371,784  | 220,437                  | 592,221    |

Investments at fair value comprise listed investments only.

**King Edward VI and the Reverend Joseph Prime Almshouse Charity  
and Gibson's Charity**

**Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> December 2021**

**11 Debtors**

|                                | 2021   |                          |              | 2020          |
|--------------------------------|--|--------------------------|--------------|---------------|
|                                | King Edward VI<br>and the Reverend<br>Joseph Prime<br>Almshouse Charity<br>£ | Gibson's<br>Charity<br>£ | Total<br>£   | Total<br>£    |
| Contributions in arrears       | 1,787  | -                        | 1,787        | 6,573         |
| Provision for doubtful debts   | (1,640)  | -                        | (1,640)      | (2,240)       |
| Other debtors                  | -  | -                        | -            | 471           |
| Prepayments and accrued income | 2,415  | 3,950                    | 6,365        | 5,465         |
|                                | <u>2,562</u>   | <u>3,950</u>             | <u>6,512</u> | <u>10,269</u> |

**12 Creditors: amounts falling due within one year**

|                                   | 2021   |                          |                | 2020           |
|-----------------------------------|--|--------------------------|----------------|----------------|
|                                   | King Edward VI<br>and the Reverend<br>Joseph Prime<br>Almshouse Charity<br>£ | Gibson's<br>Charity<br>£ | Total<br>£     | Total<br>£     |
| Bank loans (note 14)              | 22,171   | -                        | 22,171         | 21,332         |
| Contributions received in advance | 6,591  | -                        | 6,591          | 7,908          |
| Other creditors                   | 5,528  | -                        | 5,528          | 22,291         |
| Provision for culvert repairs     | 215,000  | -                        | 215,000        | 215,000        |
| Accruals and deferred income      | 4,900  | -                        | 4,900          | 7,100          |
|                                   | <u>254,190</u>   | <u>-</u>                 | <u>254,190</u> | <u>273,631</u> |

**13 Creditors: amounts falling due after more than one year**

|                                     | 2021   |                          |               | 2020           |
|-------------------------------------|--|--------------------------|---------------|----------------|
|                                     | King Edward VI<br>and the Reverend<br>Joseph Prime<br>Almshouse Charity<br>£ | Gibson's<br>Charity<br>£ | Total<br>£    | Total<br>£     |
| Bank loans and overdrafts (note 13) | 88,075   | -                        | 88,075        | 110,228        |
|                                     | <u>88,075</u>  | <u>-</u>                 | <u>88,075</u> | <u>110,228</u> |



# King Edward VI and the Reverend Joseph Prime Almshouse Charity and Gibson's Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2021

### 14 Loans

|                                 | 2021<br>£     | 2020<br>£     |
|---------------------------------|---------------|---------------|
| The Almshouse Association Loan  | 12,600        | 21,000        |
| Charity Bank Ltd loan           | 97,646        | 110,560       |
|                                 | <hr/> 110,246 | <hr/> 131,560 |
| Loans are repayable as follows: |               |               |
| In one year or less             | 22,171        | 21,332        |
| Between one and two years       | 18,877        | 22,171        |
| Between two and five years      | 50,178        | 51,209        |
| In five years or more           | 19,020        | 36,848        |
|                                 | <hr/> 110,246 | <hr/> 131,560 |

The Charity Bank Ltd loan is subject to interest at a rate of 6.5% per annum. It is repayable in monthly instalments of £1,641. The loan is secured on the Charity's housing properties.

The loan from The Almshouse Association is provided interest free. It is repayable in instalments of £4,200 every six months.

**King Edward VI and the Reverend Joseph Prime Almshouse Charity  
and Gibson's Charity**

**Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> December 2021**

**15 Fund reconciliation**

|  | Balance at<br>1 <sup>st</sup> January<br>2021<br>£ | Income<br>£    | Expenditure<br>£ | Gains<br>(losses) on<br>investments<br>£ | Transfers<br>between<br>funds<br>£ | Balance at 31 <sup>st</sup><br>December<br>2021<br>£ |
|--|--|----------------|------------------|--|------------------------------------|--|
| <b><u>King Edward VI and the Reverend Joseph Prime Almshouse Charity</u></b> |  |                |                  |  |                                    |  |
| <b><u>Unrestricted Funds</u></b>   |  |                |                  |  |                                    |  |
| General Fund   | 40,946   | 328,536        | (186,700)        | -  | (131,432)                          | 51,350   |
| Furniture & Equipment<br>Fund  | 5,702  | -              | (832)            | -  | -                                  | 4,870  |
| Extraordinary Repair<br>Fund   | 201,860  | -              | (12,207)         | 30,671                                   | (120,465)                          | 99,859   |
| Extraordinary Repair<br>Fund Special Projects                                | -  | -              | -                | -  | 100,000                            | 100,000  |
| Cyclical Maintenance<br>Fund   | 129,900  | -              | (41,106)         | 19,738                                   | (7,862)                            | 100,670  |
| Building Fund  | 154,367  | 29,683         | (17,280)         | 23,455                                   | 153,000                            | 343,225  |
|  | 532,775  | 358,219        | (258,125)        | 73,864                                   | (6,759)                            | 699,974  |
| <b><u>Restricted Funds</u></b>   |  |                |                  |  |                                    |  |
| Restricted Fund  | -  | 500            | (480)            | -  | -                                  | 20   |
| <b><u>Permanent Endowment Funds</u></b>                                      |  |                |                  |  |                                    |  |
| Permanent<br>Endowment Fund  | 1,309,931  | -              | -                | -  | 6,759                              | 1,316,690  |
| <b>Total</b>   | <b>1,842,706</b>                                   | <b>358,719</b> | <b>(258,605)</b> | <b>73,864</b>                            | <b>-</b>                           | <b>2,016,684</b>                                     |
| <b><u>Gibson's Charity</u></b>   |  |                |                  |  |                                    |  |
| <b><u>Unrestricted Funds</u></b>   |  |                |                  |  |                                    |  |
| General Fund   | 155,613  | 17,236         | -                | 17,396                                   | -                                  | 190,245  |
| <b><u>Permanent Endowment Funds</u></b>                                      |  |                |                  |  |                                    |  |
| Capital Fund   | 401,262  | -              | -                | 51,579                                   | -                                  | 452,841  |
| <b>Total</b>   | <b>556,875</b>                                     | <b>17,236</b>  | <b>-</b>         | <b>68,975</b>                            | <b>-</b>                           | <b>643,086</b>                                       |
| <b>Total</b>   | <b>2,399,581</b>                                   | <b>375,955</b> | <b>(258,605)</b> | <b>142,839</b>                           | <b>-</b>                           | <b>2,659,770</b>                                     |

**King Edward VI and the Reverend Joseph Prime Almshouse Charity  
and Gibson's Charity**

**Notes to the Financial Statements**

**Year Ended 31<sup>st</sup> December 2021**

**16 Analysis of net assets between funds**

|  | Fixed<br>assets<br>£ | Investments<br>£ | Current assets<br>(liabilities)<br>£ | Creditors<br>due more<br>than one<br>year<br>£ | Total<br>£       |
|--|----------------------|------------------|--------------------------------------|--|------------------|
| <b><u>King Edward VI and the Reverend Joseph Prime Almshouse Charity</u></b> |                      |                  |                                      |  |                  |
| <b><u>Unrestricted Funds</u></b>   |                      |                  |                                      |  |                  |
| General Fund   | -                    | -                | 51,350                               | -  | 51,350           |
| Furniture & Equipment<br>Fund  | 4,870                | -                | -                                    | -  | 4,870            |
| Extraordinary Repair Fund  | -                    | 99,859           | -                                    | -  | 99,859           |
| Extraordinary Repair Fund<br>Special Projects                                | -                    | 100,000          | -                                    | -  | 100,000          |
| Cyclical Maintenance Fund  | -                    | 100,670          | -                                    | -  | 100,670          |
| Building Fund  | -                    | 260,269          | 82,956                               | -  | 343,225          |
| <b>Total</b>   | <b>4,870</b>         | <b>560,798</b>   | <b>134,306</b>                       | <b>-</b>                                       | <b>699,974</b>   |
| <b><u>Restricted fund</u></b>  | <b>-</b>             | <b>-</b>         | <b>20</b>                            | <b>-</b>                                       | <b>20</b>        |
| <b><u>Permanent Endowment Funds</u></b>                                      |                      |                  |                                      |  |                  |
| Permanent Endowment Fund   | 1,425,937            | -                | (21,172)                             | (88,075)                                       | 1,316,690        |
| <b>Total</b>   | <b>1,430,807</b>     | <b>560,798</b>   | <b>113,154</b>                       | <b>(88,075)</b>                                | <b>2,016,684</b> |
| <b><u>Gibson's Charity</u></b>   |                      |                  |                                      |  |                  |
| <b><u>Unrestricted Funds</u></b>   |                      |                  |                                      |  |                  |
| General Fund   | -                    | 177,251          | 12,994                               | -  | 190,245          |
| <b><u>Permanent Endowment Funds</u></b>                                      |                      |                  |                                      |  |                  |
| Capital Fund   | -                    | 452,841          | -                                    | -  | 452,841          |
| <b>Total</b>   | <b>-</b>             | <b>630,092</b>   | <b>12,994</b>                        | <b>-</b>                                       | <b>643,086</b>   |
| <b>Total</b>   | <b>1,430,807</b>     | <b>1,190,890</b> | <b>126,148</b>                       | <b>(88,075)</b>                                | <b>2,659,770</b> |

**17 Related party transactions**

The King Edward VI and the Reverend Joseph Prime Almshouse Charity and the Gibson's Charity are related due to the fact that they have the same Corporate Trustee. During the year ended 31 December 2014 the two charities were linked and these accounts include the activities and financial position of both charities.