

**King Edward VI & the Reverend Joseph Prime Almshouse  
Charity  
Financial Statements  
Year Ended 31<sup>st</sup> December 2022**

Charity registration number: 210590



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

## **Financial Statements**

**Year Ended 31<sup>st</sup> December 2022**

### **Contents**

	<b>Page</b>
Charity Reference and Administrative Details	2
Trustee's Annual Report	3-7
Independent Examiner's Report	8
Statement of Financial Activities	9
Balance Sheet	10
Notes to the Financial Statements	11-22



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Charities Reference and Administrative Details

Year Ended 31<sup>st</sup> December 2022

<b>Charity Name:</b>	The King Edward VI and the Reverend Joseph Prime Almshouse Charity
<b>Charity Registered Number:</b>	210590
<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 2022 and at the date this report was approved are as follows:

Joanne Stone	Chair
Diane Drury	Vice Chair
Linda Ainscough	
Malcolm Domb	
Peter Gibson	Appointed 18 <sup>th</sup> March 2022
Stephen Hasler	
Michael Hibbs	
John Hunt	Appointed 3 <sup>rd</sup> March 2023
Gary Hyams	Appointed 10 <sup>th</sup> March 2023
John Kerr	
Paul Osborne	Resigned 4 <sup>th</sup> June 2022
Simon Oughton	
Neil Paterson	Resigned 4 <sup>th</sup> March 2022
Peter Plunkett	
Trevor Vincent	
Jonathan Webb	
Malcolm White	

**Company Secretary:** Lisa Morrissey (resigned 28<sup>th</sup> September 2022)  
Dominic Hill (appointed 28<sup>th</sup> September 2022)

**Estate Officer:** Victoria Duke

**Business Officer:** Lisa Morrissey

**Compliance Officer:** Dominic Hill

**Bankers:** Barclays Bank

**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**

## **Trustee's Annual Report**

### **Year Ended 31<sup>st</sup> December 2022**

The Trustee presents the annual report of the charity for the year ended 31 December 2022. 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 King Edward VI and Reverend Joseph Prime Almshouse Charity's objects are:

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

The charity's activities are the provision and maintenance of forty seven almshouses for beneficiaries, who must be people who are in need, hardship or distress and who are resident in – or have close links to – the former borough of Saffron Walden in Essex. 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 Charity Commission guidance on public benefit.

#### **Application of income**

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

#### **Achievements and performance**

The 12 months to December 2022 were another successful year for the charity. Below are some of the highlights covering the following areas:

- Property and building fabric
- Residents
- Finances
- Crocus project
- Fundraising
- Governance arrangements
- Investing in good communications

#### **Property and building fabric (overseen by the Fabric committee)**

Towards the end 2021, a quinquennial inspection of all buildings was completed – which was used as the basis to create a schedule of improvement works and repairs for the following year. This work was timely as it coincided with the easing of Covid-19 Pandemic restrictions, which allowed the charity to address the backlog of maintenance issues that had built up since 2020. The work undertaken included:

- Repairs to roofs, parapets and chimney stacks and re-pointing to prevent damp penetration
- Replacing aging or failed boilers with new higher-efficiency models
- Replacing aging kitchen and bathroom fittings and redecoration of void flats prior to re-occupation
- Installation of a new entry access system to improve residents' security

#### **Residents (supported by the House committee)**

Residents are at the heart of everything the charity does, and it works hard to ensure that residents are happy with where they live. The almshouses are often described as a community within itself – and the charity tries to make sure that residents feel valued and supported. To that end, 2022 saw:

- A residents' satisfaction survey that had a high response rate and provided excellent feedback
- Gifts to every resident at both Christmas and Easter, as well as birthday cards



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

## **Trustee's Annual Report**

### **Year Ended 31<sup>st</sup> December 2022**

- During Her Late Majesty's Jubilee, the charity organised celebrations for residents – as well as opening a Book of Condolence following her death
- Publication and circulation of regular newsletters to residents keeping them informed of important developments
- Organising drop-in sessions with directors for residents to discuss any matters, problems or observations concerning their homes and estate generally

### **Finance**

As a charity, finances are used to make sure services are maintained and financial obligations set for all charities by the Charity Commission and others are met. Items of note for the 12 months to 31 December 2022 were:

- Contributions from residents and other regular income were slightly exceeded by expenditure, giving an operating deficit of £4,000, excluding Crocus campaign donations and costs. Contributions were increased in line with inflation in May 2022.
- The Crocus Project fundraising campaign resulted in receipt of £27,000 donations towards the project. Investment income from the previous Gibsons Charity investments provided a further £18,000. Expenditure on fundraising (£59,000) and project professional fees (£160,000) resulted in a net spend of £174,000 on the project. These net costs have been allocated to the Building Fund.
- The charity's investments reduced in value at the year-end, giving a significant unrealised loss of £87,000.
- The provision of £215,000 made in the accounts to 31 December 2020 for repairs to the culvert was not spent in 2022 and has been carried forward as a liability at 31 December 2022.

Following a resolution approved by the Charity Commission in June 2022, all the assets of Gibsons Charity were transferred to King Edward VI and the Reverend Joseph Prime Almshouse Charity and applied to the Building Fund Reserve. This reserve will be used to help fund the Crocus Project.

### **Crocus Project**

The charity continued to work on developing plans to demolish the Primes Close bungalows, which are no longer fit for purpose, and replace them with a new development that is in keeping with the main almshouses buildings – and increase the number of properties available to support local people in future. Some of the major developments delivered by the project during 2022 were:

- New architects were appointed in February 2022, who developed a new scheme for up to 16 dwellings in a two-storey building that will be highly sustainable and have very low energy usage.
- Consultation on the new proposals with residents, neighbours and other locals resulted in positive feedback and gave the opportunity to respond to their detailed questions.
- Pre-application advice was requested from the local authority's planning department during the year, with the planning application itself was in the process of being prepared at the year end.
- The local authority's housing department has indicated its strong support for the project and the additional affordable housing that will result.

### **Fundraising**

Gifted Philanthropy continued to oversee the Crocus Campaign to raise capital for the Crocus project, although a slight pause in activity was required as the new scheme was being developed. Significant achievements included:

- During the year, support for the project and the fundraising campaign was given by the Lord Lieutenant of Essex, Kemi Badenoch MP (the MP for Saffron Walden), various district councillors, the Town Council and the Almshouses Association.
- 20 grant applications were made to Trusts and Foundations during the year, each of which is expected to make a decision during the first six months of 2023; a further 11 applications were being prepared at the year end.
- Preparation for another fundraising stream – approaching local companies – was carried out during 2022.



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

## **Trustee's Annual Report**

### **Year Ended 31<sup>st</sup> December 2022**

- The charity's fundraisers continued to talk with individuals who have indicated that they will support the project financially.

#### **Our governance arrangements**

Good governance arrangements are not just about meeting the charity's legal obligations, but just as much about making sure it is run properly and has clear processes that support good decision-making that meet the charity's objects. With this in mind, a number of important changes were made during 2022 – including:

- Appointing a compliance officer in late summer 2022, who brought staff headcount to three and took over as Company Secretary.
- Since their appointment, one of area of compliance focus has been cyber security, data protection, health & safety and IT. This work has progressed well, but more needs to be done.
- At the same time, a number of policies were reviewed and updated – including safeguarding and IT systems and security.
- At an away day held earlier in 2022, the charity began working on its first strategy plan – work that is set to be completed in 2023 following the recruitment of a new chair.
- A new group comprising the chairs of each of the charity's prime committees was established to help improve co-ordination and understanding.

In addition to the above, the Charity Commission released directors from their conflict of interest, which allowed the Gibson's Charity Permanent Endowment to be transferred to the King Edward VI and the Reverend Joseph Prime Almshouse Charity. An application to close Gibson's Charity was then made to the Charity Commission, which was agreed in December 2022.

During the year, two directors resigned and one joined the charity. Meetings continued to be held on Zoom when beneficial, but most moved back to being held face-to-face in the almshouses' former chapel.

#### **Investing in communications**

Driven partly by the need to support the Crocus project, but also the wider ambition to improve awareness of the almshouses amongst local people, a director with professional communications experience joined the board in mid-2022. They took on chairing the Communications Advisory Group, with a new communications plan agreed by the Board in December 2022 – the fruits of which are expected to start to be seen during 2023 and beyond.

#### **Financial review**

The charity's financial position is as set out in the balance sheet on page 10 and is considered satisfactory.

#### **Reserves policy**

The charity's policy on reserves is to maintain sufficient reserves to enable it to continue to achieve its principal objectives.

#### **Planning for the future**

The Pandemic put much of the charity's repairs and maintenance work on hold. The coming year will see a continued and extensive catch-up programme, which started in the second half of 2022 and is based around the priority actions set out in the quinquennial report carried out in 2021.

The Crocus project will continue to be a major focus for the charity, with planning permission expected to be submitted during the first half of 2023.

Whilst work will continue apace on these two important areas, a focus will be maintained on the charity's compliance work – including updating policies, maintaining the risk register and generally meet the expectations placed on the charity by the Charity Commission and others.

Finally, after a decade in the role, the charity's chair will step down during the first half of 2023. Work began in 2022 to understand what the charity needed in terms of a new chair, with formal recruitment getting underway in January 2023. A successful appointment was made in March 2023, with the new chair beginning an extensive handover process from the following month.



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Trustee's Annual Report

Year Ended 31<sup>st</sup> December 2022

### 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, which was amended by a resolution dated 18 April 2016.

Gibson's Charity

The charity was governed in accordance with a scheme sealed by the Charity Commission on 8 May 1979. On 3 May 2022, the Charity Commission made a Section 105 Order that enabled the corporate trustee to pass a resolution under Section 282 of the Charities Act 2011. On 28 June 2022, the charity Commission confirmed that it concurred with the directors resolution dated 8 June 2022 that (i) under Section 282 of the Charities Act 2011 all the property of Gibson's Charity should be released from the restrictions with respect to expenditure of capital, (ii) following removal of the restrictions, all of the property of Gibsons Charity should be transferred to King Edward and the Reverend Joseph Prime Almshouse Charity and (iii) once the transfer effective, the Gibsons Charity should be wound up. All of these actions were completed during the year and the Gibsons Charity was wound up on 8 December 2022.

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 charity's website and people known to the directors. Applicants are then shortlisted, partly informed through using the Board skills gaps, interviewed by some of the directors and appointments made by resolution of the directors.

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 King Edward VI and the Reverend Joseph Prime Almshouse Charity history and future plans, a web link to the Charity Commission publication The Essential Trustee, which details 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 charity during 2022 was carried out by the officers, who report to the Directors of the Corporate Trustee. Some of the buildings are Grade II listed and the charity takes guidance from an architect on significant matters, and from human resources and health & safety advisers when necessary.

e. **Statement of major risks**

Through the employment of professional advisers, the corporate trustee seeks to ensure that all of the charity's 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 charity is exposed and various actions to mitigate the risks. Insurance, including property ownership and public liability, is reassessed annually.



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Trustee's Annual Report

Year Ended 31<sup>st</sup> December 2022

### 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 that give a true and fair view of the charity and its incoming resources and application of resources for that period.

In preparing these financial statements, the corporate trustee is required to:

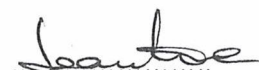
- Select suitable accounting policies and apply them consistently;
- Observe the methods and principles in the Charities Statement of Recommended Practice (SORP);
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards and statements of recommended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

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: 17<sup>th</sup> May 2023



## **King Edward VI and the Reverend Joseph Prime Almshouse 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 2022**

I report to the Corporate Trustee on my examination of the accounts of the above charity [Charity No. 210590] for the year ended 31 December 2022, 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 Alms house Charity  
Statement of Financial Activities

Year Ended 31<sup>st</sup> December 2022

		2022				2021	
		King Edward VI and the Reverend Prime Alms house Charity			Gibsons Charity		
Note		Unrestricted funds	Restricted funds	Permanent endowment funds	Unrestricted funds	Capital fund	Total
		£	£	£	£	£	£
Income and endowments from:							
2	Donations and legacies	27,233	500	-	-	-	30,858
3	Charitable activities	337,531	-	-	-	-	325,048
4	Investments	20,153	-	-	-	-	20,049
Total income and endowments		384,917	500	-	-	-	375,955
Expenditure on:							
5	Raising funds	60,182	-	-	-	-	50,255
6	Charitable activities	503,395	520	-	-	-	208,350
Total expenditure		563,577	520	-	-	-	258,605
Net income before gains on investments							
	Net gains on investments	(178,660)	(20)	-	-	-	117,350
10		(87,415)	-	-	-	-	142,839
Net income / (expenditure)		(266,075)	(20)	-	-	-	260,189
Transfers between funds							
15		658,450	-	(15,364)	(190,245)	(452,841)	-
Net movement in funds		392,375	(20)	(15,364)	(190,245)	(452,841)	260,189
Reconciliation of funds:							
15	Total funds brought forward	699,974	20	1,316,690	190,245	452,841	2,399,581
15,16	Total funds carried forward	1,092,349	-	1,301,326	-	-	2,659,770

All income and expenditure derive from continuing activities.



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Balance Sheet

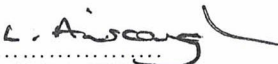
Year Ended 31<sup>st</sup> December 2022

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	9	1,393,694	1,430,807
Investments	10	1,103,475	1,190,890
		<u>2,497,169</u>	<u>2,621,697</u>
<b>Current assets</b>			
Debtors	11	7,446	6,512
Cash at bank and in hand		236,107	373,826
		<u>243,553</u>	<u>380,338</u>
<b>Creditors: amounts falling due within one year</b>	12	277,848	254,190
<b>Net current assets</b>		<u>(34,295)</u>	<u>126,148</u>
<b>Total assets less current liabilities</b>		<u>2,462,874</u>	<u>2,747,845</u>
<b>Creditors: amounts falling due after more than one year</b>	13	69,199	88,075
<b>Net assets</b>		<u>2,393,675</u>	<u>2,659,770</u>
<b>Charity Funds</b>			
Endowment Funds			
Permanent Endowment	16	1,301,326	1,316,690
Capital Fund	16	-	452,841
		<u>1,301,326</u>	<u>1,769,531</u>
Restricted fund	16	-	20
Unrestricted Designated Funds			
Furniture & Equipment Fund	16	4,293	4,870
Extraordinary Repair Fund	16	100,000	99,859
Special Repair Fund	16	79,256	100,000
Cyclical Maintenance Fund	16	100,000	100,670
Building Fund	16	735,947	343,225
Unrestricted Funds: General Fund	16	72,853	241,595
		<u>1,092,349</u>	<u>890,219</u>
<b>Total charity funds</b>	16	<u>2,393,675</u>	<u>2,659,770</u>

The financial statements were approved and authorised for issue by the Board on 17<sup>th</sup> May 2023.  
Signed on behalf of the board of the corporate trustee



J STONE  
DIRECTOR OF KEVI CORPORATE TRUSTEE LTD



L AINSCOUGH  
DIRECTOR OF KEVI CORPORATE 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

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### 1 Summary of significant accounting policies

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

King Edward VI and the Reverend Joseph Prime Almshouse 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**

## **Notes to the Financial Statements**

### **Year Ended 31<sup>st</sup> December 2022**

#### **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.



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### (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

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### (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

	2022			2021
	Unrestricted £	Restricted £	Total £	Total £
Donations	250	500	750	1,175
Crocus appeal donations	23,272	-	23,272	29,683
Crocus appeal gift aid	3,711	-	3,711	-
	<u>27,233</u>	<u>500</u>	<u>27,733</u>	<u>30,858</u>

## 3 Income from charitable activities

	2022			2021
	Unrestricted £	Restricted £	Total £	Total £
Residents contributions receivable	334,991	-	334,991	324,065
Parking scheme	800	-	800	800
Use of hall	790	-	790	160
Wayleave/ use of premises	950	-	950	23
	<u>337,531</u>	<u>-</u>	<u>337,531</u>	<u>325,048</u>



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### 4 Income from investments

	2022			2021
	Unrestricted £	Restricted £	Total £	Total £
Interest from listed investments	17,851	-	17,851	17,236
Interest from deposit accounts	2,302	-	2,302	2,813
	<u>20,153</u>	<u>-</u>	<u>20,153</u>	<u>20,049</u>

### 5 Raising funds

	2022			2021
	Unrestricted £	Unrestricted £	Total £	Total £
Fundraising	58,948	-	58,948	49,056
Publicity	1,234	-	1,234	1,199
	<u>60,182</u>	<u>-</u>	<u>60,182</u>	<u>50,255</u>



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### 6 Expenditure on charitable activities

	2022			2021
	Unrestricted £	Restricted £	Total £	Total £
<u>Expenditure on letting housing accommodation</u>				
Empty property costs	1,335	-	1,335	1,377
Water charges	8,848	-	8,848	9,158
Insurance	10,218	-	10,218	9,412
Light and heat	7,305	-	7,305	4,085
Routine maintenance	37,943	520	38,463	28,421
Garden maintenance	7,210	-	7,210	10,792
Cleaning	2,702	-	2,702	3,711
Bad debt provision	(1,187)	-	(1,187)	(600)
Loan interest and charges	5,925	-	5,925	6,783
Depreciation of freehold property	37,196	-	37,196	36,910
Sundry expenses	498	-	498	391
Cyclical maintenance	111,535	-	111,535	41,106
Extraordinary repairs	31,019	-	31,019	12,207
	<u>260,547</u>	<u>520</u>	<u>261,067</u>	<u>163,753</u>
<u>Support costs</u>				
Wages and salaries (note 8)	41,915	-	41,915	31,398
Training costs	1,120	-	1,120	109
Subscriptions	511	-	511	603
Telephone, postage and stationery	1,773	-	1,773	1,765
Website development	961	-	961	155
Governance costs	8,089	-	8,089	1,639
IT Software	1,628	-	1,628	1,084
Accountancy fees	3,499	-	3,499	4,571
Bank charges	64	-	64	89
Advertising and marketing	35	-	35	110
Sundry expenses	1,620	-	1,620	2,242
	<u>61,215</u>	<u>-</u>	<u>61,215</u>	<u>43,765</u>
Depreciation of furniture and equipment	577	-	577	832
Special Repair Fund repairs (note 15)	20,744	-	20,744	-
<b>Total regular charitable activities</b>	<b>343,083</b>	<b>520</b>	<b>343,603</b>	<b>208,350</b>
Project Crocus (funded from Building Fund)	160,312	-	160,312	-
<b>Total charitable activities</b>	<b>503,395</b>	<b>520</b>	<b>503,915</b>	<b>208,350</b>

As noted in the Trustee's report, Project Crocus represents the planning and consultation costs as part of the redevelopment of the Prime Close Bungalows.



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### 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:

	2022 No.	2021 No.
Estate management	1	1
Business manager	1	1
Compliance officer	1	-
	<hr/> 3	<hr/> 2

The total staff costs and employee benefits were as follows:

	2022 £	2021 £
Wages and salaries	41,180	30,847
Social security	-	-
Defined contribution pension costs	735	551
	<hr/> 41,915	<hr/> 31,398

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

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### 9 Tangible fixed assets

	Freehold Property £	Furniture and Equipment £	Total £
Cost or valuation:			
At 1 <sup>st</sup> January 2022	2,006,828	76,083	2,082,911
Additions	660	-	660
Disposals	-	-	-
At 31 <sup>st</sup> December 2022	<u>2,007,488</u>	<u>76,083</u>	<u>2,083,571</u>
Depreciation:			
At 1 <sup>st</sup> January 2022	580,891	71,213	652,104
Charge for the year	37,196	577	37,773
Eliminated on disposals	-	-	-
At 31 <sup>st</sup> December 2022	<u>618,087</u>	<u>71,790</u>	<u>689,877</u>
Net book value:			
At 31 <sup>st</sup> December 2022	<u>1,389,401</u>	<u>4,293</u>	<u>1,393,694</u>
At 31 <sup>st</sup> December 2021	<u>1,425,937</u>	<u>4,870</u>	<u>1,430,807</u>

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 and the Reverend Joseph Prime Almshouse Charity £	Gibson's Charity £	Total £
Market value at 1 <sup>st</sup> January 2022	560,798	630,092	1,190,890
Additions	-	-	-
Disposals	-	-	-
Transfers	630,092	(630,092)	-
Revaluation	(87,415)	-	(87,415)
Market value at 31 <sup>st</sup> December 2022	<u>1,103,475</u>	<u>-</u>	<u>1,103,475</u>
Cost at 31 <sup>st</sup> December 2022	<u>613,221</u>	<u>-</u>	<u>613,221</u>
Cost at 31 <sup>st</sup> December 2021	<u>371,784</u>	<u>241,437</u>	<u>613,221</u>

Investments at fair value comprise listed investments only.



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### 11 Debtors

	2022 £	2021 £
Contributions in arrears	1,243	1,787
Provision for doubtful debts	(453)	(1,640)
Other debtors	-	-
Prepayments and accrued income	6,656	6,365
	<u>7,446</u>	<u>6,512</u>

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

	2022 £	2021 £
Bank loans (note 14)	18,876	22,171
Contributions received in advance	4,673	6,591
Other creditors	34,499	5,528
Provision for culvert repairs	215,000	215,000
Accruals and deferred income	4,800	4,900
	<u>277,848</u>	<u>254,190</u>

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

	2022 £	2021 £
Bank loans and overdrafts (note 14)	69,199	88,075
	<u>69,199</u>	<u>88,075</u>

### 14 Loans



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

	2022 £	2021 £
The Almshouse Association Loan	4,200	12,600
Charity Bank Ltd loan	83,875	97,646
	<hr/> 88,075	<hr/> 110,246
	<hr/>	<hr/>
Loans are repayable as follows:		
In one year or less	18,876	22,171
Between one and two years	15,648	18,877
Between two and five years	53,551	50,178
In five years or more	-	19,020
	<hr/> 88,075	<hr/> 110,246
	<hr/>	<hr/>

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 until December 2027. 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 until January 2023.



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### 15 Fund reconciliation

	Balance at 1 January 2022 £	Income £	Expenditure £	Gains (losses) on investments £	Transfers between funds £	Balance at 31 December 2022 £
<b>King Edward VI and the Reverend Joseph Prime Almshouse Charity</b>						
<u>Unrestricted Funds</u>						
General Fund	51,350	340,083	(322,996)	-	4,416	72,853
Furniture & Equipment Fund	4,870	-	(577)	-	-	4,293
Extraordinary Repair Fund	99,859	-	-	(3,814)	3,955	100,000
Special Repair Fund	100,000	-	(20,744)	(3,819)	3,819	79,256
Cyclical Maintenance Fund	100,670	-	-	(3,844)	3,174	100,000
Building Fund	343,225	44,834	(219,260)	(75,938)	643,086	735,947
	699,974	384,917	(563,577)	(87,415)	658,450	1,092,349
<u>Restricted Funds</u>						
Restricted Fund	20	500	(520)	-	-	-
<u>Permanent Endowment Funds</u>						
Permanent Endowment Fund	1,316,690	-	-	-	(15,364)	1,301,326
Total	2,016,684	385,417	(564,097)	(87,415)	643,086	2,393,675
<b><u>Gibson's Charity</u></b>						
<u>Unrestricted Funds</u>						
General Fund	190,245	-	-	-	(190,245)	-
<u>Permanent Endowment Funds</u>						
Capital Fund	452,841	-	-	-	(452,841)	-
Total	643,086	-	-	-	(643,086)	-
Total	2,659,770	385,417	(564,097)	(87,415)	-	2,393,675



# King Edward VI and the Reverend Joseph Prime Almshouse Charity

## Notes to the Financial Statements

Year Ended 31<sup>st</sup> December 2022

### 16 Analysis of net assets between funds

	Fixed assets £	Investments £	Current assets (liabilities) £	Creditors due more than one year £	Total £
<b><u>King Edward VI and the Reverend Joseph Prime Almshouse Charity</u></b>					
<b><u>Unrestricted Funds</u></b>					
Furniture & Equipment Fund	4,293	-	-	-	4,293
Extraordinary Repair Fund	-	100,000	-	-	100,000
Special Repair Fund	-	-	79,256	-	79,256
Cyclical Maintenance Fund	-	100,000	-	-	100,000
Building Fund	-	688,475	47,472	-	735,947
General Fund	-	215,000	(142,147)	-	72,853
Total	4,293	1,103,475	(15,419)	-	1,092,349
<b><u>Permanent Endowment Funds</u></b>					
Permanent Endowment Fund	1,389,401	-	(18,876)	(69,199)	1,301,326
Total	1,393,694	1,103,475	(34,295)	(69,199)	2,393,675