

ALMSHOUSE CHARITY

England & Wales · Charity number 211205

Details

Other names PENSURST ALMSHOUSES

Status Registered

Legal form Other

Registered 1962-09-22

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

Contact

Address The Village House
High Street
Penshurst
Tonbridge
TN11 8BT

Phone 07918072271

Email john.m.oshea@icloud.com

Activities

Objects: THE PROVISION AND MAINTENANCE OF ALMSHOUSES FOR POOR PERSONS OF GOOD CHARACTER WHO HAVE RESIDED IN THE ANCIENT PARISH OF PENSURST FOR NOT LESS THAN TWO YEARS.

Activities: To provide accommodation for the needy who have been associated with the Parish of Penshurst.

Classification

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

Geography

- **Area of benefit:** ANCIENT PARISH OF PENSURST
- Kent

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£28,742	£28,152	-	-
2023-12-31	£27,884	£32,648	-	-
2022-12-31	£21,306	£66,459	-	-
2021-12-31	£31,523	£25,993	-	-
2020-12-31	£63,239	£36,674	-	-

Trustees

Name	Role	Appointed
Rev Lisa Cornell	Chair	2021-10-01
Duncan Philip Howard		2021-06-11
Ivan David Carson		2021-10-01
JOHN O'SHEA		2011-09-27
Louise Howard		2015-02-15
Wendy Jean Bates		2021-04-06

Linked charities

- JOHN SAXBY (211205-2)
- JOHN PELSETT (211205-3)
- HENRIETTA YATES FOR ALMSPERSONS (211205-4)
- KATHERINE CHAPMAN FOR UPKEEP OF ALMSHOUSES (211205-5)
- ARTHUR D B CHAPMAN (211205-6)
- EMILY ARNOLD FOR ALMSPEOPLE AND EMILY ARNOLD FOR ALMSPEOPLE AND OTHER PURPOSE (211205-7)
- EDITH ARNOLD FOR ALMSPEOPLE AND OTHER PURPOSES (211205-8)

ALMSHOUSE CHARITY

England & Wales - Charity number 211205

Accounts

Minutes of Penshurst Almshouses Meeting

Wednesday 2 April 2025

In Attendance
Reverend Lisa Cornell (Chair) LC
Louise Howard (Trustee) LH
John O'Shea (Trustee) JOS
Duncan Howard (Trustee) DH
Wendy Bates (Trustee) WB
Kirsten Hudson (Trustee) KH
Maggie Atkins (Clerk) MA
Absent
John O'Shea (JOS)

No	Discussion Point	Action
1	Declarations of Interest was raised – none were declared	None
2	Minutes from 12 th November were discussed and approved	MA
3	<p>Residents' issues</p> <p>Noise – no further complaints about noise so no action required but to review if needed including a letter to residents</p> <p>DH's idea of a buddy system was well received and should be scheduled for each of the Trustees in the future</p> <p>Jean-Philippe Boitel. - Progress as he continues to be more outgoing. Universal Credit being paid regularly but no back payments have been received, MA to chase via Richard in UC.</p> <p>A six-monthly review to be reinstated with all residents (these had slipped and been done verbally and informally usually via Mervyn) and also an annual review in April involving a flat inspection with one or two trustees.</p> <p>WB/KH to draw up a list and timetable, see section 9 below.</p>	<p>DH to follow up with other trustees</p> <p>MA to follow up with UC</p>
4	<p>Building Fabric</p> <p>LH reported that a Quinquennial (five-year) inspection of the building's fabric last took place in 2000 so is due in 2025. Stephen Johnson undertook the 2015 inspection, Hickman Davies the 2020 inspection. HD no longer exist but LH will do some research and obtain prices for an inspection</p> <p>See section 7 below</p>	LH
5	<p>Clerk's report As Bob Atkins passed away at the beginning of January Maggie thanked everyone for giving her space, so consequently not much action took place during this period.</p>	

6	<p>Operational Risk Policy & Finances (JOS) JOS to update us on investments and the risk policy at the next meeting as he was not present today. Richard Cserjen, who has produced the audited accounts for the last few years, will do so again for the 2024 accounts. JOS and MA to review the cash book and bank statements before passing on the material to Richard.</p>	<p>JOS and MA</p>
7	<p>Mervyn Holt - Fire Safety Adviser/Building Adviser/Caretaker See 'outstanding issues' summary from Mervyn sent separately</p> <p>Following two recent problems with the oil tank, (installed +/-30 years ago) it was suggested that we invest in a new tank which would cost around £4,000. (Quotes received from Little London and Mascells for £4794 and £3936 respectively, inclusive of VAT) The Trustees decided not to replace the oil tank but instead fix the immediate problems (faulty/problematic oil gage and filter) & research alternative energy options.</p> <p>In view of recent and future increases in costs of oil, and environmental costs, various ideas were discussed for heating alternatives such as air-source and ground source heat pumps, photo-voltaic panels. Investigate Energy Trust, National Lottery, Green Deal. KH & LH to research/investigate options/funding/best practice etc</p> <p>The boiler was replaced in 2021.</p> <p>The hot water cylinder in flat 6 needed replacing due to corrosion and leak. It is likely that all the cylinders were installed at the same time and will need imminent replacement. A review of heating alternatives should include water/insulation/energy efficiency etc.</p> <p>The shower in flat 3 has poor flow and design. MH is going to prepare a quote for replacing current bath/shower with a wet room and pumped system.</p> <p>MH needs to submit weekly/monthly activity sheets so we can have a record of what is done and when. LH to chase</p>	<p>MH to get dates from the electrician for EICR work hopefully in April.</p> <p>Updated 30 page Risk Assessment completed by MH and forwarded to Trustees by MA</p> <p>Outstanding issues by MH forwarded to Trustees by MA</p> <p>KH & LH</p> <p>MH/LH to circulate</p> <p>LH/MH</p>
8	<p>Website WB and KH plan to work together on a website - a first for Peshurst Almshouses. Gallards Almshouses in</p>	<p>WB/KH</p>

	Southborough have a useful website for reference. The Village Hall recommended Jenny Cooper who they have used successfully and at reasonable cost. MA to pass on contact details to WB/KH	MA
9	<p>Property Management/Residents' Review Draw up outline of management schedule looking at fire, electrics, building maintenance, residents' review; calendar. Seek advice on independent living from Gallards almshouse in Southborough which has 27 elderly and needy residents; 9 trustees (does JOS have contact with them? Their general number is 01892 528437).</p> <p>Speak also to Almshouse Association for their advice on independent living (our membership number is 339).</p> <p>Review the welcome document WB kindly prepared some time ago.</p>	<p>WB/KH</p> <p>All, Maggie please circulate again</p>
10	<p>AOB The group agreed with the decision not to have a cake stall this year but would consider possibilities for next year. MA to purchase an Easter egg and card for each of the residents and to deliver the week before Easter.</p>	<p><i>MA has since purchased and delivered a card and Easter egg to each resident and received a thank you from each apart from JP. Mervyn to follow up with JP.</i></p>
11	<p>Date of next meeting Suggest setting quarterly for future meetings: ideally the first Wednesday of the month (apart from July 2025) Next meetings: 9 July 2025, 1 October 2025 and 7 Jan 2026, all at 6pm, the Rectory.</p>	All to note

With apologies from MA for the delay in issuing these minutes following LH approval.

MA/LH/180425

Penshurst Almshouses (Housing Association)

Report and Accounts

31 December 2024

Penshurst Almshouses

Contents of the Financial Statements
For the Period Ended 31st December 2024

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Penshurst Almshouses (Housing Association)

Trustees Report

The Trustees present their report together with the Financial Statements for the year ended 31st December 2024

Objectives and Organisation

Penshurst Almshouses (Housing Association) was set up to provide accommodation for the needy of the ancient Parish of Penshurst in association with the Charity's Trust Deed. The charity is registered with the following bodies:

The Housing Corporation (Reg No A2406)

The Charity Commission (Reg no 211205)

The National Association of Almshouses

Review of Articles

All six properties were occupied throughout the year.

Trustees:

The trustees of the Charity during the year were:

Rev L Cornell

Mr D Howard

Mr J O'Shea

Mrs L Howard

Mrs W Bates

Kirsten Hudson (November 2024)

Penshurst Almshouses

Statement of Trustee's Responsibilities

Registered social housing legislation requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the registered social landlord and of the surplus or deficit of the registered social landlord for that period. In preparing these financial statements, the trustees are required to select suitable accounting policies and then apply them consistently, make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed and prepare the financial statements on the going concern basis unless it is inappropriate to do so

Accountants

A resolution to reappoint the accountants will be put to the members at the AGM

This report was approved by the board on

Mrs M Atkins

Clerk of the Trustees

Penshurst Almshouses

Penshurst Almshouses (Housing Association)

Accountants Report

Accountants Report to the Trustees of Penshurst Almshouses (Housing Association)

You consider that the charity is exempt from an audit for the year. You have acknowledged on the trustees report your responsibilities for ensuring that the charity keeps accounting records that give a true and fair view of the state of affairs of the charity and of its surplus or deficit for the year.

In accordance with your instructions, I have prepared the accounts which comprise the Statement of comprehensive Income, the Statement of Financial position and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to me.

I have not carried out an audit or any other review and consequently I do not express any opinion on these accounts.

R L Cserjen

Accountant

Linnets

The Lane

Fordcombe

Kent

TN3 0RP

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Penshurst Almshouses (Housing Association)

Statement of Comprehensive Income for the Year Ended 31 December 2024

	Notes	2024 £	2023 £
Residential Charges		26,530	25,510
Administrative expenses		(28,152)	(32,648)
Income From Investments		2,209	2,174
Award			200
Interest Received/ (Paid)	3	3	
Profit / (Loss) on Ordinary activities before taxation		590	(4,764)
Tax on Profit / (Loss) on ordinary activities		-	-
Total Comprehensive Income (Loss) for the year		590	(4,764)
 Statement of Changes in equity for the Financial year			
Surplus/ (deficit) for the financial Year		590	(4,764)
Unrealised gain/ (loss) on investments		6,649	16,269
Total Gains and losses recognised since last report		7,239	11,505

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Penshurst Almshouses (Housing Association)

Statement of Financial position as at 31 December 2024

	Notes	2024	2023
Fixed assets			
Tangible Assets	4	4,677	5,241
Investments	5	175,709	169,060
		<u>180,386</u>	<u>174,301</u>
Current Assets			
Debtors	6	1,051	1,149
Cash at Bank and in hand		5,684	5,906
		<u>6,735</u>	<u>7,055</u>
Housing Association Grant	8	-	-
Total Assets		<u>187,121</u>	<u>181,356</u>
Capital and Reserves			
Cyclical maintenance Reserve	9	16,000	16,000
Extraordinary repair Fund	10	30,000	30,000
Revaluation reserve	11	133,736	127,087
General reserve	12	6,910	6,320
		<u>186,646</u>	<u>179,407</u>
Creditors: Amounts falling due within one year	7	475	1,949
Total Liabilities and Equity		<u>187,121</u>	<u>181,356</u>

Members of the Board of Trustees
Approved by the board on

Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2024

1. Status of the Charity

The Charity is registered under the Housing Act 1996 and it is wholly engaged in housing activities as defined in that act.

Cash Flow Statement

The trustees have elected to take advantage of the exemptions under FRS1 (Revised) and the Accounting Requirements for Registered Social Landlords General Determination 2000 not to prepare a cash flow statement. The Charity’s financial statements are prepared in accordance with the UK statements of Standard Accounting Practice, Financial Reporting Standards and the Statement of Recommended Practice, Accounting by Registered Social Landlords. The principal accounting policies adopted are as follows:

Accounting Basis

These financial statements, prepared under the historical cost convention, comply with the appropriate legislation and with the Accounting Requirements for Registered Social Landlords General Determination 2000 based on the Housing Corporation Recommended Form of Published Accounts for Housing Associations. Fixed assets are property improvements, which are depreciated.

Investments

All investments are included at market value. Realised and unrealised gains and losses are included as they arise. Gains and losses are shown as movements on the revaluation reserve.

Reserves

Amounts have been transferred to designated reserves out of revenue account surpluses in order to anticipate any liability which might arise in the future.

Designated Funds

The Charity has designated certain funds for specific purposes. These are reflected in the notes. Although there is no legal force to the designations, the charity has decided that setting aside these funds will help the charity make best use of its resources.

2. Operating Surplus / (deficit)	2024	2023
	£	£

This is stated after charging:

Accountants remuneration	475	450
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Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2024

3.	Interest received/ paid	2024	2023
		£	£
	Interest received / paid	3	

4. Tangible Fixed Assets

	Land and Buildings
Cost	£
At 1 January 2024	18,930
At 31 December 2024	18,930
Depreciation	
At 1 January 2024	13,689
Charge for the Year	564
At 31 December 2024	14,253
Net Book Value	
At 31 December 2024	4,677
At 31 December 2023	5,241

5.	Investments	2024	2023
		£	£
	Income Shares	77,665	75,728
	Charities Official Investment Fund Accumulation Shares	95,875	91,234
	National Association of Almshouses Common		
	Investment Fund	2,169	2,098
	Total Investments	175,709	169,060

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Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2024

6.	Debtors	2024	2023
		£	£
	Prepayments	1,051	1,149
7.	Creditors: Amounts falling due within one year	2024	2023
		£	£
	Housing Corporation Loan	-	-
	Other Creditors	475	1,949
8.	Housing Association Grant	2024	2023
		£	£
	Grant	-	-
9.	Cyclical Maintenance Reserve	2024	
		£	
	As at 1 January 2024	16,000	
	As at 31 December 2024	16,000	
10.	Extraordinary Repair Fund	2024	
		£	
	As at 1 January 2024	30,000	
	As at 31 December 2024	30,000	
11.	Revaluation Reserve	2024	
		£	
	As at 1 January 2024	127,087	
	Movement in the Year	6,649	

As at 31 December 2024

133,736

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Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2024

12. General Reserve	2024
	£
As at 1 January 2024	6,320
Movement in the Year	590
As at 31 December 2024	6,910

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Penshurst Almshouses (Housing Association)

Detailed Income & Expenditure Account for the year ended 31 December 2024

	2024	2023
	£	£
Income		
Residential Charges	26,530	25,510
Donation		200
Administrative Expenses	2,490	2,976
Premises Costs		
Rates	-	-
Light and Heat	6,757	4,959
	<u>9,247</u>	<u>7,935</u>
General Administrative Expenses		
Insurance	751	1,625
Repairs and Maintenance	13,015	14,343
Improvements		5,029
Depreciation	564	564
5yr structural survey		
Sundry expenses	4,101	2,702
	<u>18,430</u>	<u>24,263</u>
Legal and professional fees		
Accountancy Fees	475	450
	<u>28,152</u>	<u>32,648</u>

Penshurst Almshouses (Housing Association)

Trustees Report

The Trustees present their report together with the Financial Statements for the year ended 31st December 2024

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Rev L Cornell

Mr D Howard

Mr J O'Shea

Mrs L Howard

Mrs W Bates

Kirsten Hudson (November 2024)

Penshurst Almshouses (Housing Association)

Accountants Report

Accountants Report to the Trustees of Penshurst Almshouses (Housing Association)

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In accordance with your instructions, I have prepared the accounts which comprise the Statement of comprehensive Income, the Statement of Financial position and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to me.

I have not carried out an audit or any other review and consequently I do not express any opinion on these accounts.

R L Cserjen

Accountant

Linnets

The Lane

Fordcombe

Kent

TN3 0RP

ALMSHOUSE CHARITY

England & Wales - Charity number 211205

Accounts

Draft Minutes of Peshurst Almshouses Meeting

Friday 15th March 2024

In Attendance
Reverend Lisa Cornell (Chair) LC;
Louise Howard (Trustee) LH (Deputy Chair)
John O'Shea (Trustee) JOS
Duncan Howard (Trustee) DH
Wendy Bates (Trustee) WB
Maggie Atkins (Clerk) MA

No	Discussion Point	Action	Responsible
1	Declaration of Interest was raised – none were declared	None	None
2	Minutes from 3 rd January meeting were discussed and approved		MA
3	<p>Residents issues:</p> <p>Flat 1- Lee's 6 months trial period at an end. He has repaid his 4 monthly staggered deposit amounts and his regular monthly WMC is paid by DD. Ongoing concern about the lack of respect shown with regard to keeping his dogs clean after exercising them. Suggestions of supplying him with a boot jack/rubber matting doesn't seem to last. The most recent cleaner (Mervyn's wife) is prepared to continue but will charge for the extra time she spends on keeping the place clean. A suggestion was made to issue Lee with a Letter of Concern as a warning and then review it. The meeting felt it didn't warrant asking Lee to move out and hopefully the letter will have the desired effect.</p> <p>The parking problem has been resolved for the time being as none of the residents have the need for more than one parking space each. (Since the meeting it has been noticed that the Land Rover has been moved, but it seems it is still not taxed).</p> <p>Flat 2 – Jade Gebbie – no problem.</p> <p>Flat 3 – As the Ukrainian family dropped out it was offered to Adam Worcester who, together with his parents, is delighted and is applying for UC for it to happen. Thanks to Louise who has been a support to them and also the Ukrainian family. Adam's moving in at the beginning of March.</p> <p>Flat 4 - JP has settled well but is in need of a washing machine but not a fridge as he has one. JP's only official contact is with Citizen's Advice – Sevenoaks DC don't seem</p>		<p>LH</p> <p>MA</p> <p>MA</p>

	<p>to play a part now that he is no longer homeless.</p> <p>Flat 5 – Michael Meade – no particular issues. Has relatives (? Sister) in Wales who he visits a lot; was very close to Felicity and is missing her.</p> <p>Flat 6 - Trushe and Frank – Mervyn is apparently much happier now that Frank is more mobile and able to exit in an emergency – so there is no need for a PEEP.</p> <p>MA to follow up on the one month's WMC outstanding (Trushe does not have a DD so MA needs to keep track</p>		
4	<p>Potential new Trustees</p> <p>It was felt that nothing need be done at the present time as the system is working well with the current arrangement</p>	JOS	
5	Clerk's report – no further comment		
6	<p>Operational Risk Policy & Finances (JOS) including year end accounts. These were approved. Suggested that risk policy should be an item on the agenda at each meeting.</p> <p>Andy Softley repayment discussed and suggested that the amount is written off in view of the circumstances. Also Michael needs to be reimbursed £175 following discovery on y/e Accounts.</p> <p>JOS informed the meeting that Plusnet (the almshouse's current internet provider) has been taken over by BT</p> <p>JOS reminded trustees that we must adhere to an expense approval policy when spend was over an agreed limit. WB agreed to circulate the policy before the next meeting.</p>	Risk policy at next meeting	WB
7	<p>Fire Safety Adviser/Building Adviser/Caretaker role</p> <p>A draft letter had been prepared for Mervyn but as this was discussed in more detail it was suggested that a further draft be produced for approval by the Trustees before sending to Mervyn.</p>	Update draft and circulate to trustees for comment	MA
8	WB was congratulated on her hard work and diligence in her work on the policy review, and obtaining comments and suggestions on the 17 items, the majority of which were signed off at the meeting.		WB
9	<p>AOB</p> <p>Village fete 9 June 2024. A local resident and excellent baker, Cheryl Howard, has offered to run the almshouses cake stall again with help from me and her daughter and any of the Trustees who might be available (cakes still welcome from the trustees or trustees' partners!)</p> <p>The Almshouses Association fees have increased</p>		MA

	<p>substantially and as they have been partly paid it was suggested that we review this before next year's subs are due.</p> <p>An idea to have a suggestion box in the hallway with contact details ? who should be included? Meryvn/Margaret. Probably not the Trustees</p> <p>Last, but not least, WB had an excellent suggestion of purchasing an Easter egg and card for each of the residents. We will endeavour to obtain as many of the Trustees' signatures as possible, and in any case deliver them, bearing in mind the shortage of time before Easter.</p>	<p>Mervyn to produce the box</p> <p>MA to purchase and obtain signatures</p>	<p>MA</p> <p>MA</p>
11	Date of next meeting – 5.30pm The Rectory 5 th July	Draft agenda to be circulated no later than 15 th June	MA

Penshurst Almshouses (Housing Association)

Report and Accounts

31 December 2023

Penshurst Almshouses

Contents of the Financial Statements

For the Period Ended 31st December 2023

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Penshurst Almshouses (Housing Association)

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Mrs W Bates

Statement of Trustee's Responsibilities

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Accountants

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This report was approved by the board on

Mrs M Atkins

Clerk of the Trustees

Penshurst Almshouses

Penshurst Almshouses (Housing Association)

Accountants Report

Accountants Report to the Trustees of Penshurst Almshouses (Housing Association)

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R L Cserjen

Accountant

Linnets

The Lane

Fordcombe

Kent

TN3 0RP

Penshurst Almshouses (Housing Association)

Statement of Comprehensive Income for the Year Ended 31 December 2023

	Notes	2023 £	2022 £
Residential Charges		25,510	19,135
Administrative expenses		(32,648)	(66,459)
Income From Investments		2,174	2,159
Award		200	
Interest Received/ (Paid)	3		12
Profit / (Loss) on Ordinary activities before taxation		<u>(4,764)</u>	<u>(45,153)</u>
Tax on Profit / (Loss) on ordinary activities		-	-
Total Comprehensive Income (Loss) for the year		(4,764)	(45,153)
Statement of Changes in equity for the Financial year			
Surplus/ (deficit) for the financial Year		(4,764)	(45,153)
Unrealised gain/ (loss) on investments		16,269	(17,266)
Total Gains and losses recognised since last report		<u>11,505</u>	<u>(62,419)</u>

Penshurst Almshouses (Housing Association)

Statement of Financial position as at 31 December 2023

	Notes	2023	2022
Fixed assets			
Tangible Assets	4	5,241	5,805
Investments	5	169,060	152,791
		<u>174,301</u>	<u>158,596</u>
Current Assets			
Debtors	6	1,149	3,395
Cash at Bank and in hand		5,906	6,650
		<u>7,055</u>	<u>10,045</u>
Housing Association Grant	8	-	-
Total Assets		<u>181,356</u>	<u>168,641</u>
Capital and Reserves			
Cyclical maintenance Reserve	9	16,000	16,000
Extraordinary repair Fund	10	30,000	30,000
Revaluation reserve	11	127,087	110,818
General reserve	12	6,320	11,084
		<u>179,407</u>	<u>167,902</u>
Creditors: Amounts falling due within one year	7	1,949	739
Total Liabilities and Equity		<u>181,356</u>	<u>168,641</u>

Members of the Board of Trustees
Approved by the board on

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Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2023

1. Status of the Charity

The Charity is registered under the Housing Act 1996 and it is wholly engaged in housing activities as defined in that act.

Cash Flow Statement

The trustees have elected to take advantage of the exemptions under FRS1 (Revised) and the Accounting Requirements for Registered Social Landlords General Determination 2000 not to prepare a cash flow statement. The Charity's financial statements are prepared in accordance with the UK statements of Standard Accounting Practice, Financial Reporting Standards and the Statement of Recommended Practice, Accounting by Registered Social Landlords. The principal accounting policies adopted are as follows:

Accounting Basis

These financial statements, prepared under the historical cost convention, comply with the appropriate legislation and with the Accounting Requirements for Registered Social Landlords General Determination 2000 based on the Housing Corporation Recommended Form of Published Accounts for Housing Associations. Fixed assets are property improvements, which are depreciated.

Investments

All investments are included at market value. Realised and unrealised gains and losses are included as they arise. Gains and losses are shown as movements on the revaluation reserve.

Reserves

Amounts have been transferred to designated reserves out of revenue account surpluses in order to anticipate any liability which might arise in the future.

Designated Funds

The Charity has designated certain funds for specific purposes. These are reflected in the notes. Although there is no legal force to the designations, the charity has decided that setting aside these funds will help the charity make best use of its resources.

2.	Operating Surplus / (deficit)	2023	2022
		£	£
	This is stated after charging:		
	Accountants remuneration	450	430

Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2023

3.	Interest received/ paid	2023	2022
		£	£
	Interest received / paid	0	12

4. Tangible Fixed Assets

	Land and Buildings
Cost	£
At 1 January 2023	18,930
At 31 December 2023	18,930
Depreciation	
At 1 January 2023	13,125
Charge for the Year	564
At 31 December 2023	13,689
Net Book Value	
At 31 December 2023	5,241
At 31 December 2022	5,805

5.	Investments	2023	2022
		£	£
	Income Shares	75,728	69,257
	Charities Official Investment Fund Accumulation Shares	91,234	81,076
	National Association of Almshouses Common		
	Investment Fund	2,098	2,458
	Total Investments	169,060	152,791

Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2023

6. Debtors	2023	2022
	£	£
Prepayments	1,149	3,395
7. Creditors: Amounts falling due within one year	2023	2022
	£	£
Housing Corporation Loan	-	-
Other Creditors	1,949	739
8. Housing Association Grant	2023	2022
	£	£
Grant	-	-
9. Cyclical Maintenance Reserve	2023	
	£	
As at 1 January 2023	16,000	
As at 31 December 2023	16,000	
10. Extraordinary Repair Fund	2023	
	£	
As at 1 January 2023	30,000	
As at 31 December 2023	30,000	
11. Revaluation Reserve	2023	
	£	
As at 1 January 2023	110,818	
Movement in the Year	16,269	
As at 31 December 2023	127,087	

Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2023

12. General Reserve	2023
	£
As at 1 January 2023	11,084
Movement in the Year	(4,764)
As at 31 December 2023	6,320

Penshurst Almshouses (Housing Association)

Detailed Income & Expenditure Account for the year ended 31 December 2023

	2023	2022
	£	£
Income		
Residential Charges	25,510	19,135
Donation	200	
Administrative Expenses	2,976	4,123
Premises Costs		
Rates	-	-
Light and Heat	4,959	9,525
	<hr/> 7,935	<hr/> 13,648
General Administrative Expenses		
Insurance	1,625	1,117
Repairs and Maintenance	14,343	47,333
Improvements	5,029	739
Depreciation	564	564
5yr structural survey		
Sundry expenses	2,702	2,628
	<hr/> 24,263	<hr/> 52,381
Legal and professional fees		
Accountancy Fees	450	430
	<hr/> 32,648	<hr/> 66,459

Auditor Report to Penshurst Almhouses Trustees

1. Receipts from Mr & Mrs Mulder – Flat 6

In 2023 I can again only see 11 receipts and this was the same issue in 2022. (payments were again erratic – 24/1, 20/2, 3/3, 3/5, 7/6, 5/7, 25/8, 20/9, 2/10, 17/11 and 15/12)

I have accrued for the missing income £349.47.

2. Michael Meades – Flat

payments march to June at old pate	£1,078.48
new rate	£1,400
shortfall for march to June	£321.52
shortfall for July	£ 80.38
total shortfall	£ 401.90
excess payments made	£576.52
monies owing to M Meade	£174.62

I have made provision for this in the accounts to be repaid to Mr Meades. This was a point raised in last years audit (2022) and is still outstanding to him. If this is no longer required then in 2024 accounts it could be removed.

3. Building work in 2023

I have attached a schedule of the invoices and work done from/by Creative Improvements which maybe of assistance to the Trustees in the further understanding of the work completed. I also see that in the last quarter of 2022 £300 per month was paid for caretaker duties to Mervyn Holt/ Creative Improvements. This obviously equates to £3,600 pa, a considerable amount in comparison to the rent received pa.

4. **Debtors** - Maggie Atkins performed work for Margaret Hyde and this was paid for by Penshurst almshouses within her usual monthly fee. The new clerk for MH has I understand agreed to pay this (£800) which I have made provision to be repaid by MH in 2024 (by way of a bank transfer).
5. **Amounts owing** – Lee Ingram has paid 3 monthly amounts of £108 – a total of £324 as a deposit and Softley has paid £750 as a deposit. An overpayment of £450 was made which will be taken as payment in 2024.
6. **Insurance** - has risen with a new policy taken out – main policy £1,245.84, re-build survey £146 and management protection policy £232.96. Total £1,625 (2022- £1,117)

7. Almshouses Association Fee

This has increased considerably from £196 to £324. I looked to see what the benefits of membership are and understand this is not a compulsory payment. I would recommend a better understanding of this ongoing cost to the Trustees.

8. Accountancy Fee

I would propose and ask for a modest fee increase of £20 for this year.

ALMSHOUSE CHARITY

England & Wales - Charity number 211205

Accounts

Penshurst Almshouses (Housing Association)

Report and Accounts

31 December 2021

Penshurst Almshouses

Contents of the Financial Statements
For the Period Ended 31st December 2021

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Trustees Report

The Trustees present their report together with the Financial Statements for the year ended 31st December 2021

Objectives and Organisation

Penshurst Almshouses (Housing Association) was set up to provide accommodation for the needy of the ancient Parish of Penshurst in association with the Charity's Trust Deed. The charity is registered with the following bodies:

The Housing Corporation (Reg No A2406)

The Charity Commission (Reg no 211205)

The National Association of Almshouses

Review of Articles

All six properties were occupied throughout the year.

Trustees:

The trustees of the Charity during the year were:

Rev L Cornell

Mr D Howard

Mr J O'Shea

Mrs L Howard

Mrs W Bates

Mr I Carson

Statement of Trustee's Responsibilities

Registered social housing legislation requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the registered social landlord and of the surplus or deficit of the registered social landlord for that period. In preparing these financial statements, the trustees are required to select suitable accounting policies and then apply them consistently, make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed and prepare the financial statements on the going concern basis unless its inappropriate to do so

Accountants

A resolution to reappoint the accountants will be put to the members at the AGM

This report was approved by the board on

Mrs M Atkins

Clerk of the Trustees

Penshurst Almshouses

Penshurst Almshouses (Housing Association)

Accountants Report

Accountants Report to the Trustees of Penshurst Almshouses (Housing Association)

You consider that the charity is exempt from an audit for the year. You have acknowledged on the trustees report your responsibilities for ensuring that the charity keeps accounting records that give a true and fair view of the state of affairs of the charity and of its surplus or deficit for the year.

In accordance with your instructions, I have prepared the accounts which comprise the Statement of comprehensive Income, the Statement of Financial position and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to me.

I have not carried out an audit or any other review and consequently I do not express any opinion on these accounts.

R L Cserjen

Accountant

Linnets

The Lane

Fordcombe

Kent

TN3 ORP

Page 4

Penshurst Almshouses (Housing Association)

Statement of Comprehensive Income for the Year Ended 31 December 2021

	Notes	2021	2020
		£	£
Residential Charges		29,422	36,153
Administrative expenses		25,993	36,674
Income From Investments		2,101	2,066
Award			25,000
Interest Received/ (Paid)	3		20
Profit / (Loss) on Ordinary activities before taxation		5,530	26,565
Tax on Profit / (Loss) on ordinary activities		-	-
Total Comprehensive Income (Loss) for the year		5,530	26,565

Statement of Changes in equity for the Financial year

Surplus/ (deficit) for the financial Year	5,530	26,565
Unrealised gain/ (loss) on investments	23,641	(9,593)
Total Gains and losses recognised since last report	29,171	16,972

Penshurst Almshouses (Housing Association)

Statement of Financial position as at 31 December 2021

	Notes	2021	2020
Fixed assets			
Tangible Assets	4	6,369	6,933
Investments	5	170,057	146,416
		<u>176,426</u>	<u>153,349</u>
Current Assets			
Debtors	6	0	0
Cash at Bank and in hand		54,295	48,196
		<u>54,295</u>	<u>48,196</u>
Housing Association Grant	8	-	-
Total Assets		<u>230,721</u>	<u>201,545</u>
Capital and Reserves			
Cyclical maintenance Reserve	9	16,000	16,000
Extraordinary repair Fund	10	30,000	30,000
Revaluation reserve	11	128,084	104,443
General reserve	12	56,237	50,707
		<u>230,321</u>	<u>201,545</u>
Creditors: Amounts falling due within one year	7	400	395
Total Liabilities and Equity		<u>230,721</u>	<u>201,545</u>

Members of the Board of Trustees
Approved by the board on

.....

Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2021

1. Status of the Charity

The Charity is registered under the Housing Act 1996 and it is wholly engaged in housing activities as defined in that act.

Cash Flow Statement

The trustees have elected to take advantage of the exemptions under FRS1 (Revised) and the Accounting Requirements for Registered Social Landlords General Determination 2000 not to prepare a cash flow statement. The Charity's financial statements are prepared in accordance with the UK statements of Standard Accounting Practice, Financial Reporting Standards and the Statement of Recommended Practice, Accounting by Registered Social Landlords. The principal accounting policies adopted are as follows:

Accounting Basis

These financial statements, prepared under the historical cost convention, comply with the appropriate legislation and with the Accounting Requirements for Registered Social Landlords General Determination 2000 based on the Housing Corporation Recommended Form of Published Accounts for Housing Associations. Fixed assets are property improvements, which are depreciated.

Investments

All investments are included at market value. Realised and unrealised gains and losses are included as they arise. Gains and losses are shown as movements on the revaluation reserve.

Reserves

Amounts have been transferred to designated reserves out of revenue account surpluses in order to anticipate any liability which might arise in the future.

Designated Funds

The Charity has designated certain funds for specific purposes. These are reflected in the notes. Although there is no legal force to the designations, the charity has decided that setting aside these funds will help the charity make best use of its resources.

2.	Operating Surplus / (deficit)	2021
	2020	
		£
		£
	This is stated after charging:	
	Accountants remuneration	400

375

3. Interest payable	2021	2020
	£	£
Interest payable	-	-

4. Tangible Fixed Assets

	Land and Buildings
Cost	£
At 1 January 2021	18,930
At 31 December 2021	18,930
Depreciation	
At 1 January 2021	11,997
Charge for the Year	564
At 31 December 2021	12,521
Net Book Value	
At 31 December 2021	6,369
At 31 December 2020	6,933

5. Investments	2021	
2020		
	£	£
Income Shares 68,795	78,709	
Charities Official Investment Fund Accumulation Shares 75,855		89,219
National Association of Almshouses Common Investment Fund	2,129	1,766
Total Investments	170,057	
146,416		

Notes to the Accounts for the year ended 31 December 2021

6.	Debtors	2021	2020
		£	£
	Prepayments	0	0
7.	Creditors: Amounts falling due within one year 2020		2021
		£	£
	Housing Corporation Loan	-	-
	Other Creditors 395	400	
8.	Housing Association Grant 2020		2021
		£	£
	Grant	-	-
9.	Cyclical Maintenance Reserve	2021	
		£	
	As at 1 January 2021	16,000	
	As at 31 December 2021	16,000	
10.	Extraordinary Repair Fund	2021	
		£	
	As at 1 January 2021	30,000	
	As at 31 December 2021	30,000	
11.	Revaluation Reserve	2021	
		£	
	As at 1 January 2021	104,443	
	Movement in the Year	23,641	
	As at 31 December 2021	128,084	

12. General Reserve	2021
	£
As at 1 January 2021	50,707
Movement in the Year	5,530
As at 31 December 2020	56,237

	£	£
Income		
Residential Charges	29,422	36,153
Administrative Expenses		
Premises Costs		
Rates	61	374
Light and Heat	5,607	3,081
	<u>5,668</u>	<u>3,455</u>
General Administrative Expenses		
Insurance	1,027	998
Repairs and Maintenance	4,862	2,249
Improvements	8,302	22,130
Depreciation	564	564
5yr structural survey		1,100
Sundry expenses	5,170	5,803
	<u>19,925</u>	<u>32,844</u>
Legal and professional fees		
Accountancy Fees	400	375
	<u>25,993</u>	<u>36,674</u>

ALMSHOUSE CHARITY

England & Wales - Charity number 211205

Accounts

Penshurst Almshouses (Housing Association)

Report and Accounts

31 December 2020

Penshurst Almshouses

Contents of the Financial Statements
For the Period Ended 31st December 2020

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The Charity Commission (Reg no 211205)

The National Association of Almshouses

Review of Articles

All six properties were occupied throughout the year.

Trustees:

The trustees of the Charity during the year were:

Rev T Holme (Resigned November 2020)

Mr P Johnson

Mr J O'Shea

Mrs L Howard

Mrs S Coleman (Resigned November 2020)

Mrs A Carmen

Mr I Carson (appointed November 2020)

Statement of Trustee's Responsibilities

Registered social housing legislation requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the registered social landlord and of the surplus or deficit of the registered social landlord for that period. In preparing these financial statements, the trustees are required to select suitable accounting policies and then apply them consistently, make judgements and estimates that are reasonable and prudent, state whether applicable accounting standards have been followed and prepare the financial statements on the going concern basis unless its inappropriate to do so

Accountants

A resolution to reappoint the accountants will be put to the members at the AGM

This report was approved by the board on

Mrs M Atkins

Clerk of the Trustees

Penshurst Almshouses

Penshurst Almshouses (Housing Association)

Accountants Report

Accountants Report to the Trustees of Penshurst Almshouses (Housing Association)

You consider that the charity is exempt from an audit for the year. You have acknowledged on the trustees report your responsibilities for ensuring that the charity keeps accounting records that give a true and fair view of the state of affairs of the charity and of its surplus or deficit for the year.

In accordance with your instructions, I have prepared the accounts which comprise the Statement of comprehensive Income, the Statement of Financial position and the related notes from the accounting records of the charity and on the basis of information and explanations you have given to me.

I have not carried out an audit or any other review and consequently I do not express any opinion on these accounts.

R L Cserjen

Accountant

Linnets

The Lane

Fordcombe

Kent

TN3 0RP

Penshurst Almshouses (Housing Association)

Statement of Comprehensive Income for the Year Ended 31 December 2020

	Notes	2020	2019
		£	£
Residential Charges		36,153	13,184
Administrative expenses		36,674	33,414
Income From Investments		2,066	2,097
Award		25,000	-
Interest Received/ (Paid)	3	20	-
Profit / (Loss) on Ordinary activities before taxation		26,565	(18,203)
Tax on Profit / (Loss) on ordinary activities		-	-
Total Comprehensive Income (Loss) for the year		26,565	(18,203)

Statement of Changes in equity for the Financial year

Surplus/ (deficit) for the financial Year	26,565	(18,203)
Unrealised gain/ (loss) on investments	(9,593)	18,235
Total Gains and losses recognised since last report	16,972	32

Penshurst Almshouses (Housing Association)

Statement of Financial position as at 31 December 2020

	Notes	2020	2019
Fixed assets			
Tangible Assets	4	6,933	7,497
Investments	5	146,416	156,009
		<u>153,349</u>	<u>163,506</u>
Current Assets			
Debtors	6	0	0
Cash at Bank and in hand		48,196	1,067
		<u>48,196</u>	<u>1,067</u>
Housing Association Grant	8	-	-
Total Assets		<u>201,545</u>	<u>164,573</u>
Capital and Reserves			
Cyclical maintenance Reserve	9	16,000	16,000
Extraordinary repair Fund	10	30,000	30,000
Revaluation reserve	11	104,443	114,036
General reserve	12	50,707	4,162
		<u>201,545</u>	<u>164,198</u>
Creditors: Amounts falling due within one year	7	395	375
Total Liabilities and Equity		<u>201,545</u>	<u>164,573</u>

Members of the Board of Trustees
Approved by the board on

.....

Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2020

1. Status of the Charity

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Cash Flow Statement

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The Charity has designated certain funds for specific purposes. These are reflected in the notes. Although there is no legal force to the designations, the charity has decided that setting aside these funds will help the charity make best use of its resources.

2.	Operating Surplus / (deficit)	2020
	2019	
		£
		£
	This is stated after charging:	
	Accountants remuneration	375
375		

Notes to the Accounts for the year ended 31 December 2020

3. Interest payable	2020	2019
	£	£
Interest payable	-	-

4. **Tangible Fixed Assets**

	Land and Buildings	
	£	
Cost		
At 1 January 2020	18,930	
At 31 December 2020	18,930	
Depreciation		
At 1 January 2020	11,433	
Charge for the Year	564	
At 31 December 2020	11,997	
Net Book Value		
At 31 December 2020	6,933	
At 31 December 2019	7,497	

5. Investments	2020	
2019		
	£	£
Income Shares 64,788	68,795	
Charities Official Investment Fund Accumulation Shares 89,110		75,855
National Association of Almshouses Common Investment Fund	1,766	2,111
Total Investments	146,416	
156,009		

Notes to the Accounts for the year ended 31 December 2020

6.	Debtors	2020	2019
		£	£
	Prepayments	0	0
7.	Creditors: Amounts falling due within one year		2020
	2019		
		£	£
	Housing Corporation Loan	-	-
	Other Creditors	395	
	375		
8.	Housing Association Grant	2020	
	2019		
		£	£
	Grant	-	-
9.	Cyclical Maintenance Reserve	2020	
		£	
	As at 1 January 2020	16,000	
	As at 31 December 2020	16,000	
10.	Extraordinary Repair Fund	2020	
		£	
	As at 1 January 2020	30,000	
	As at 31 December 2020	30,000	
11.	Revaluation Reserve	2020	
		£	
	As at 1 January 2020	114,036	
	Movement in the Year	(9,593)	
	As at 31 December 2020	104,443	

Penshurst Almshouses (Housing Association)

Notes to the Accounts for the year ended 31 December 2020

12. General Reserve	2020
	£
As at 1 January 2020	4,162
Movement in the Year	46,545
As at 31 December 2019	50,707

Penshurst Almshouses (Housing Association)

**Detailed Income & Expenditure Account for the year ended 31
December 2020**

	2020	2019
	£	£
Income		
Residential Charges	36,153	13,184
Administrative Expenses		
Premises Costs		
Rates	374	
Light and Heat	3,081	6,060
	<u>3,455</u>	<u>8,097</u>
General Administrative Expenses		
Insurance	998	961
Repairs and Maintenance	2,249	2,597
Improvements	22,130	19,947
Depreciation	564	564
5yr structural survey	1,100	-
Sundry expenses	5,803	2,910
	<u>32,844</u>	<u>26,979</u>
Legal and professional fees		
Accountancy Fees	375	375
	<u>36,674</u>	<u>33,414</u>