

REGISTERED CHARITY NUMBER: 211759

THE WILLIAM BROWN ALMSHOUSES CHARITY

TRUSTEES REPORT AND ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2021

THE WILLIAM BROWN ALMSHOUSES CHARITY

INDEX TO THE ACCOUNTS

FOR THE YEAR ENDED 31ST MARCH 2021

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THE WILLIAM BROWN ALMSHOUSES CHARITY

LEGAL AND ADMINISTRATIVE INFORMATION

FOR THE YEAR ENDED 31ST MARCH 2021

Charity name:	The William Brown Almshouses Charity	
Charity registration number:	211759	
Charity address:	Messrs. John Shilcock 99 Bancroft Hitchin SG5 1NQ	
Trustees:	Mr Edmund Wright Mrs Lucy Farley Mr John Hayes Mrs Hannah Constantinidi Mrs Stella Farr Mrs Sue Watkinson	Chairman from 1st April 2021 Vice-Chair from 1st April 2021 Chairman to 31st March 2021
Clerk to the trustees:	M. W. Seaman-Hill (Provided by Messrs. John Shilcock)	
Independent examiner:	Philip Dean FCA Hicks and Company Chartered Accountants First Floor, 99 Bancroft Hitchin SG5 1NQ	
Bankers:	Barclays Bank PLC 5/6 High Street Hitchin SG5 1BJ	

THE WILLIAM BROWN ALMSHOUSES CHARITY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

The trustees present their annual report with the financial statements of the charity for the year ended 31st March 2021. The trustees have adopted the provisions of 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 (FRS102) (effective 1st January 2019).

Objectives and Activities

Objectives and aims

The objectives of the charity are to provide houses of rest for deserving natives or residents of Hitchin, that may not find accommodation and security in the local community to suit their particular requirements and needs.

Significant activities

The charity's objectives are achieved by collecting an occupational charge from the residents who occupy the houses of rest under the control of the trustees. Such charges are utilised in maintaining, repairing and refurbishing the houses as necessary and the paying for the support costs for the functioning of the charity.

Public benefit

The trustees have paid due regard to the Charity Commissions Public Benefit Guidance and complied with section 17(5) of the Charities Act 2011 in exercising their powers and duties, and have sought to demonstrate that the charity continues to provide benefits to suitable persons who relate directly to its objectives. The benefits are publicly available to all who qualify. All applications are subject to due process and consideration without discrimination.

Achievements and Performance

Charitable activities

The properties controlled by the trustees continue to be maintained, repaired and refurbished in order that the existing and new residents are properly catered for.

The trustees have continued to make available the houses of rest under their control. The constant demand has reflected the need for such a charity that provides a valuable support service in the local community. The trustees continue a programme of repairs, maintenance and refurbishment so that occupancy is constantly at a high level.

Fortunately, the charity has thus far been relatively unaffected by the ongoing Covid-19 pandemic. Since the pandemic started, the occupational charges from residents and income from investments has been maintained at almost the previous year's level, but the trustees are aware of the possible impact in the near future whilst restrictions remain in place.

Financial Review

Financial position

The financial results for the year as shown on pages 6 and 7 reflect the occupational charges collected from residents, investment income received in the year, the costs incurred in collecting the income and maintaining the properties, the support costs and the financial state of affairs of the charity at 31st March 2021.

Principle sources of income

The major source of income are occupational charges from residents. Occupational charges from residents were £1,642 higher than the previous year at £35,293 (2020: £33,651).

Principle items of expenditure

The trustees continue to monitor and control costs that are incurred after due consideration. The main item of expenditure continued to be the repair and maintenance of the properties and gardens under the control of the trustees. Total expenditure on charitable activities decreased by £23,349 from £53,372 to £30,023.

THE WILLIAM BROWN ALMSHOUSES CHARITY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

Overall in the year there was a net income of £1,035 (2020: £20,037 deficit).

Reserves policy

The trustees consider that the present level of occupational charges from residents is sufficient to ensure the present charitable activities can be maintained and are sufficient to meet the objectives of the charity.

Reserves are required for:

- Unexpected repairs and maintenance that could be necessary at any time.
- Changes in internal refurbishments as necessary, within reason to accommodate specific or specialist needs of residents.

Risk management

The trustees continue to assess and monitor the major risks to which they consider the charity is exposed particularly in relation to insurance, operations and finance.

Structure, Governance and Management

Governing document

The governing document of the registered charity is a will probate dated 8th May 1929 C.C scheme 15th August 1961.

The charity's operational address is Shilcock House, 99 Bancroft, Hitchin, Herts, SG5 1NQ.

Organisational structure

The charity is administered by a Management Committee, all of whom are Trustees

The trustees meet 2 or 3 times per annum and are responsible for the objectives and activities of the charity.

All the trustees contribute to the management of the charity.

The trustees are supported by a clerk, provided by Messrs John Shilcock, professional property advisers, who is responsible for:

- The collection of occupational charges from residents, monitoring and reporting on the maintenance and repairs required in respect of the properties controlled by the trustees.
- Ensuring that all directives of the trustees are appropriately implemented.

A policy of regular meetings means that all aspects of administering the charity are fully reviewed and monitored.

Trustees induction and training

All trustees are familiar with the work of the charity and are involved in the activities.

All trustees are issued with a copy of the Charity Commissioners booklet "The Essential Trustee" and a copy of the latest accounts to enhance their understanding of their statutory responsibilities.

Plans for future periods

The houses are of an age that repairs and maintenance are constantly required to comply with residents needs and relevant legislation.

The trustees have no specific plans other than to continue the management of the properties and administer charitable resources as appropriate especially to ensure the properties are repaired, maintained and refurbished to a satisfactory standard for existing and new residents.

THE WILLIAM BROWN ALMSHOUSES CHARITY
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31ST MARCH 2021

Trustees

The trustees who served during the year were:

Mr Edmund Wright	Chairman from 1st April 2021
Mrs Lucy Farley	Vice-Chair from 1st April 2021
Mr John Hayes	Chairman to 31st March 2021
Mrs Hannah Constantinidi	
Mrs Stella Farr	
Mrs Sue Watkinson	

Statement of Trustees Responsibilities

The trustees are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

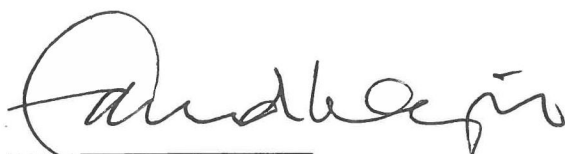
The law applicable to charities in England and Wales, the Charities Act 2011, Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and applications are resources, including the income and expenditure, of the charity for that period.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The report was approved by order of the Board of Trustees on 10 AUG 2021 and signed on its behalf by:



Mr Edmund Wright
Trustee

THE WILLIAM BROWN ALMSHOUSES CHARITY
INDEPENDENT EXAMINERS' REPORT TO THE TRUSTEES OF
THE CHARITY OF CHARLES COLLISON
FOR THE YEAR ENDED 31ST MARCH 2021

Independent examiner's report to the trustees of Rands Eleemosynary and Rands Non Ecclesiastical Charities

I report to the trustees on my examination of the financial statements of The William Brown Almshouses Charity year ended 31 March 2021, which are set out on pages 6 to 10.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity are not required to be audited and are eligible for independent examination, I report in respect of my examination of your charity's financial statements as carried out under section 145 of the 2011 Act. In carrying out my examination I have followed the applicable directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements concerning the form and content of financial statements set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the financial statements 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 financial statements to be reached.



Philip Dean FCA
Hicks and Company
Chartered Accountants
First Floor, 99 Bancroft
Hitchin
SG5 1NQ

Date: 21-OCTOBER 2021

THE WILLIAM BROWN ALMSHOUSES CHARITY
STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income and Expenditure Account)
FOR THE YEAR ENDED 31ST MARCH 2021

	Note	Unrestricted fund £	Restricted fund £	2021 Total £	2020 Total £
Income					
Income from charitable activities:					
Occupational charge from residents		35,293	-	35,293	33,651
Investment income:					
Interest received		-	-	-	-
Total income		<u>35,293</u>	<u>-</u>	<u>35,293</u>	<u>33,651</u>
Expenditure	4.				
Cost of raising funds:					
Costs of collecting residents contributions		4,235	-	4,235	316
Expenditure on charitable activities:					
Charitable activities		30,023	-	30,023	53,372
Total expenditure		<u>34,258</u>	<u>-</u>	<u>34,258</u>	<u>53,688</u>
Net income/(expenditure) before transfers		<u>1,035</u>	<u>-</u>	<u>1,035</u>	<u>(20,037)</u>
Transfers between funds		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net income /(expenditure) before gains and losses		<u>1,035</u>	<u>-</u>	<u>1,035</u>	<u>(20,037)</u>
Other recognised gains/(losses)					
Unrealised gain/(loss) on investments		-	-	-	-
Net movement in funds		<u>1,035</u>	<u>-</u>	<u>1,035</u>	<u>(20,037)</u>
Reconciliation of funds					
Total funds brought forward		35,460	-	35,460	55,497
Total funds carried forward	9.	<u>36,495</u>	<u>-</u>	<u>36,495</u>	<u>35,460</u>

The notes on pages 8 to 10 form part of these financial statements.

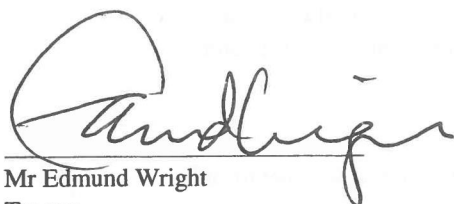
All of the above results are derived from continuing activities. There are no other recognised gains or losses other than those stated above.

THE WILLIAM BROWN ALMSHOUSES CHARITY
BALANCE SHEET
AS AT 31ST MARCH 2021

	Note	Unrestricted Funds £	2021 £	2020 £
Fixed assets				
Tangible assets	6.	-	-	-
Total fixed assets		-	-	-
Current assets				
Debtors	7.	288	288	302
Cash at bank		37,739	37,739	36,514
Total current assets		38,027	38,027	36,816
Current Liabilities				
Creditors: Amounts falling due within one year	8.	1,532	1,532	1,356
Net current assets		36,495	36,495	35,460
Net assets		36,495	36,495	35,460
The funds of the charity:				
Unrestricted funds	9.	36,495	36,495	35,460

The notes on pages 8 to 10 form part of these financial statements.

The accounts were approved by the Board of Trustees on 10th Aug 2021 and were signed on its behalf by:



Mr Edmund Wright
Trustee

THE WILLIAM BROWN ALMSHOUSES CHARITY
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

1. Objective

To provide houses of rest for deserving natives or residents of Hitchin.

2. Status and Basis of Accounting

Status

The charity being a registered charity is not liable for taxation on any of its investment income, nor any other gains derived from carrying out its charitable activities.

Basis of accounting

The Financial Statements of the charity, which is a public benefit entity under FRS102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1st January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention modified to include properties and investments at valuation.

3. Accounting Policies

Income

- Occupational charges represents contributions from residents or social services on behalf of residents of the properties under the control of the Trustees and is included on an entitlement basis.

Expenditure

All expenditure is included on an accruals basis and is recognised where there is a legal or constructive obligation to pay for expenses. All costs have been directly attributed to the functional categories of resources expended.

- Costs of raising funds comprise the costs of collecting occupational charges and investment management costs.
- Charitable activities expenditure comprise those costs incurred in the delivery of its activities and services for its beneficiaries together with support costs associated with meeting the constitutional and statutory requirements of the charity.

Tangible fixed assets

The trustees do not believe it is necessary to undertake a professional valuation given the special nature and use of the properties.

Fund accounting

All funds held by the charity are considered unrestricted funds and are available to be used in accordance with the charitable objectives of each fund at the discretion of the Trustees.

THE WILLIAM BROWN ALMSHOUSES CHARITY
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

4. Analysis of Expenditure

	2021 £	2020 £
Costs of raising funds:		
Cost of collecting occupational charges	4,235	316
Expenditure on charitable activities:		
Water rates	4,127	4,350
Light and heat	23	120
Property insurance	1,181	924
Garden maintenance	4,711	8,480
Garden improvements	-	19,056
NHDC Careline	1,055	1,104
Property repairs and maintenance	16,446	17,292
Subscription - Almshouses Association	182	179
Sundry expenses	888	1,009
Clerk's expenses	480	-
Accountancy and independent examiner's fee	930	858
	<u>30,023</u>	<u>53,372</u>
Total expenditure	<u><u>34,258</u></u>	<u><u>53,688</u></u>

5. Trustees' Remuneration and Benefits

There was no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

6. Tangible Fixed Assets

Freehold Properties

The charity continues to own ten properties. The trustees do not have a record of the original cost of the properties. The trustees do not believe it is necessary to undertake a professional valuation given the special nature and use of the properties.

7. Debtors

	2021 £	2020 £
Prepayments	288	302
	<u>288</u>	<u>302</u>

8. Creditors: Amounts Falling Due Within One Year

	2021 £	2020 £
Rent collection fees	697	316
Accruals	835	1,040
	<u>1,532</u>	<u>1,356</u>

THE WILLIAM BROWN ALMSHOUSES CHARITY
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

9. Funds

General:

To receive occupational charges from residents and investment income.

To provide funds for the collection of rents and the support costs of the charity.

To manage the properties and ensure they are fully insured, maintained and looked after.

	Balances 1st April 2020 £	Incoming £	Expenditure £	Interest received £	Balances 31st March 2021 £
Unrestricted Funds:					
General	35,460	35,293	(34,258)	-	36,495
	<u>35,460</u>	<u>35,293</u>	<u>(34,258)</u>	<u>-</u>	<u>36,495</u>
	Balances 1st April 2019 £	Incoming £	Expenditure £	Interest received £	Balances 31st March 2020 £
Unrestricted Funds:					
General	55,497	33,651	(53,688)	-	35,460
	<u>55,497</u>	<u>33,651</u>	<u>(53,688)</u>	<u>-</u>	<u>35,460</u>

10. Analysis of Assets and Liabilities to Funds

	Fixed assets: Properties £	Bank £	Current assets £	Current liabilities £	Net assets 31st December 2021 £
Unrestricted Funds:					
General	-	37,739	288	(1,532)	36,495
	<u>-</u>	<u>37,739</u>	<u>288</u>	<u>(1,532)</u>	<u>36,495</u>
	Fixed assets: Properties £	Bank £	Current assets £	Current liabilities £	Net assets 31st December 2020 £
Unrestricted Funds:					
General	-	36,514	302	(1,356)	35,460
	<u>-</u>	<u>36,514</u>	<u>302</u>	<u>(1,356)</u>	<u>35,460</u>