

# DAY'S AND ATKINSON'S ALMSHOUSE CHARITY

England & Wales · Charity number 212230

## Details

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Other names	THE ALMSHOUSES FOUNDED BY CHARLES DAY, DAYS AND ATKINSONS ALMSHOUSES
Status	Registered
Legal form	Other
Registered	1963-01-30
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	St. Margarets Church 1 Station Road Edgware HA8 7JE
Phone	020 8238 1774
Email	<a href="mailto:admin@dandaalmshouses.org.uk">admin@dandaalmshouses.org.uk</a>
Website	<a href="http://www.dandaalmshouses.org.uk">www.dandaalmshouses.org.uk</a>

## Activities

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**Objects:** (A) THE PROVISION OF HOUSING ACCOMMODATION FOR PERSONS IN FINANCIAL HARDSHIP WITH PREFERENCE GIVEN FIRSTLY TO THOSE RESIDING IN THE ANCIENT PARISHES OF EDGWARE AND LITTLE STANMORE IN THE LONDON BOROUGHS OF BARNET AND HARROW RESPECTIVELY, AND SECONDLY TO THOSE WHO ARE PREVIOUS RESIDENTS OF THESE PARISHES; AND (B) SUCH CHARITABLE PURPOSES FOR THE BENEFIT OF THE RESIDENTS AS THE TRUSTEES DECIDE.

**Activities:** The provision of housing accommodation for persons in financial hardship with preference given firstly to those residing in the parishes of Edgware and Little Stanmore and secondly to those who are previous residents of these parishes.

## Classification

- **How:** Provides Buildings/facilities/open Space
- **What:** The Prevention Or Relief Of Poverty, Accommodation/housing
- **Who:** Other Defined Groups

## Geography

- **Area of benefit:** ANCIENT PARISHES OF EDGWARE AND LITTLE STANMORE IN THE LONDON BOROUGHS OF BARNET AND HARROW RESPECTIVELY.
- Barnet
- Harrow

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£208,528	£168,230	-	-
2023-12-31	£201,404	£167,962	-	-
2022-12-31	£199,353	£126,978	-	-
2021-12-31	£190,758	£144,024	-	-
2020-12-31	£196,441	£71,916	-	-

## Trustees

Name	Role	Appointed
Rev SIMON WILLIAM JOHN REA	Chair	
Bridget Johnson		2019-12-12
CATHERINE JOSE TAYLOR		
Cllr Lucy Wakeley Cllr		2022-10-16
Neil Price		2015-09-14
Nicholas Mearing-Smith		2021-05-25
PETER ANTHONY MURPHY		

**DAY'S AND ATKINSON'S ALMSHOUSE CHARITY**

England & Wales - Charity number 212230

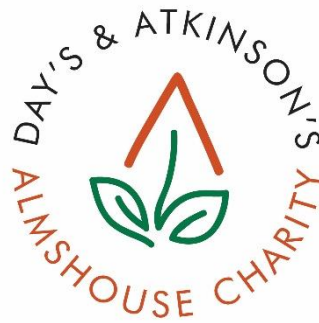
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# Accounts

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## **The Day's and Atkinson's Almshouse Charity**

Previously known as the Almshouse Charity Founded by Charles Day established 1842, and from 13<sup>th</sup> December 2005 incorporating The Almshouse Charity of Samuel Atkinson & Others, established 1680



a new lease of life

### **Trustees Annual Report and Financial Statements for the year ended 31<sup>st</sup> December 2024**

**Charity Number 212230**

## **Trustees' Report 2024**

The trustees present their Report as part of the financial statements of the charity for the year ended 31<sup>st</sup> December 2024. The financial statements have been prepared based on FRS102 using the guidance included in the Statement of Recommended Practice "Accounting and Reporting by Charities" and comply with the charity's trust deed. Day's and Atkinson's Almshouse Charity is a charity registered with the Charity Commission under registration number 212230. It is member 706 of the Almshouse Association. It is also a Registered Provider of Social Housing registered with Regulator of Social Housing under registration number A4271.

### **1 Administrative Information**

#### **Trustees**

Rev Simon Rea (Chair)  
Bridget Johnson (St Lawrence Little Stanmore incumbent's nominee)  
Cllr Nick Mearing-Smith (LB Barnet nominee)  
Cllr Lucy Wakeley (LB Barnet nominee)  
Peter Murphy (co-opted trustee)  
Catherine Taylor (co-opted trustee)  
Neil Price (co-opted trustee)

#### **Clerk to Trustees**

Mike Seaman (Clerk to the Trustees)

#### **Office**

Postal Address C/o St Margaret's Church, 1 Station Road, Edgware, HA8 7JE  
Telephone: 020 8952 4066  
Atkinson's Office Tel: 0208 238 1774  
Email: admin@dandaalmshouses.org.uk

#### **Independent Examiner**

Kevin Ogilvie, Charity Book keeping & Examination Services, 13 Evelyns Close, Hillingdon, Middlesex UB8 3LR. Tel: 07776 258763

#### **Bankers**

CAF Bank Ltd, 25 Kings Hill Ave, West Malling Kent, ME19 4JQ

### **2 Structure, Governance and Management**

#### **Organisation**

On 13<sup>th</sup> December 2005, the Charity Commission sealed a new scheme which incorporated the Almshouse Charities of Samuel Atkinson's and Others plus the William Blason Coal Charity into The Almshouses Founded by Charles Day and renamed the charity as the Day's and Atkinson's Almshouse Charity.

The Trustees are appointed according to the terms of the scheme's governing document, and they are listed above. In 2010 the Trustees agreed to increase the number of co-opted Trustees from three to four.

New trustees receive an induction pack that includes the 'Standards of Almshouse Management',

policies and procedures, recent financial statements, and minutes. The clerk provides briefings on the governing instrument, statutory & legal requirements, the almshouses, finances, as well as a tour of the almshouses and meeting with residents.

Broadly speaking, the trustees retain oversight for finance, buildings and compliance with the law and delegate operational responsibility for carrying out their primary objectives to the staff. However, they are encouraged to engage with the charity and residents where their experience and skills make such engagement appropriate.

### **Risk Management**

All significant activities undertaken are subject to a regular risk review. Major risks are identified and ranked in terms of their potential impact and likelihood. Major risks, for this purpose, are those that may have a significant effect on:

- Operational performance, including risks to personnel and residents.
- Achievement of our aims and objectives.
- Meeting the expectations of our residents.

The trustees review these risks on an on-going basis and satisfy themselves that adequate systems and procedures are in place to manage the risks which are identified in the Risk Register. Where appropriate, risks are covered by insurance. In assessing risk, trustees recognise that some areas of work require the acceptance and management of risk if our key objectives are to be achieved.

### **3 Purpose & origins**

The Charity's objects are "the provision of housing accommodation for persons in financial hardship with preference given firstly to those residing in the ancient parishes of Edgware and Little Stanmore in the London Boroughs of Barnet and Harrow respectively, and secondly to those who are previous residents of these parishes; and such charitable purposes for the benefit of the residents as the trustees decide".

All residents are appointed by the Trustees based on written applications and interviews with the Clerk and a Trustee. The London Borough of Barnet has nomination rights to 75% of Day's vacancies, 50% nomination rights of Atkinson's 1 bed vacancies and 100% nomination rights for 2 and 3 bed units.

#### **The Charity's aims are to:**

- preserve the historic tradition of Almshouses
- promote the wellbeing and independence of our residents
- provide good quality housing
- manage charitable resources effectively.
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#### **The current strategies for achieving these objectives are to:**

- retain our independent status.
- maintain positive relationships with our residents.
- make use of the resources provided by the Almshouse Association, the Charity Commission, the Regulator of Social Housing and others as appropriate to ensure effective management.

## History

In 1801 Charles Day, in partnership with Benjamin Martin, established the renowned firm of boot-blackening manufacturers 'Day and Martin' of which he was the sole proprietor from 1808. He made a vast fortune for the times and after he died in 1836 his complicated will became the justification for Charles Dickens's case 'Jarndyce and Jarndyce' in his novel 'Bleak House'. Latterly, Charles Day had his country residence in Edgware.

In 1828 he bought land known as Hither Frog Pool on the 'Turnpike Road' in Edgware from All Soul's College, Oxford, and had eight one-roomed dwellings built for poor men and women of good character, with preference given to parishioners of Edgware and Little Stanmore. He administered them himself then set up a charity with five Trustees, including himself, by deed of gift on 28<sup>th</sup> April 1834. Day's Almshouses was formally established in 1842, was registered with the Charity Commission in 1963 and the building was listed as Grade II in 1983.

They remained as single room dwellings with one communal toilet until 1957 when small bathrooms and kitchens were added at the back. Central heating was installed in the 1970s. In March 2003, a major refurbishment was completed involving a land swap with the London Borough of Barnet reducing the width of the site but increasing its depth to facilitate rear extensions with single bedrooms, store cupboards and shower rooms. Kitchen annexes were incorporated into the original living rooms. The refurbishment received a Patron's award from the National Association of Almshouses in 2004.

Atkinson's Almshouse Charity was established in 1680 following a legacy of £600 from Samuel Atkinson for the purchasing of land at Oakley, Buckinghamshire and building of four almshouses in Edgware at a cost of £240, plus their endowment through further land purchase. A further bequest in 1707 from one of the original Trustees led to the establishment of the Thomas Napier charity, which also endowed the almshouse charity through land purchase. A gift of land to Edgware Parish from a Mr Watts, received during his lifetime, resulted in the establishment of a third charity, the purpose of which is undocumented. The income was given in aid of the church and poor rates until 1820, when the Parish agreed it should in future be given to the almshouse charity. In 1878, the Harriet Hurst charity was founded with a bequest of Consolidated Bank Annuities 'for the purpose of the Edgware Old Almshouses'. These four charities were merged by a Charity Commission scheme sealed in 1897 to become the Almshouse Charities of Samuel Atkinson and Others, whose purpose was the provision of almshouses for poor persons of good character who have resided in the Ancient Parish of Edgware for not less than two years and the donation of a portion of the income, specifically £1.10s, of the charities for the benefit of such poor person's resident in Edgware (though not almspeople) as the Trustees thought fit. By this time, only the 4 almshouses and the land at Oakley remained in the charities' possession.

The original Atkinson's almshouses were destroyed by bombs in 1940 and rebuilt in 1957 as bedsits with one bathroom shared between two residents, becoming Nos 60-66 Stone Grove.

In 1943 the Margaret Abel Trust was founded by the will of Margaret Ann Abel for the building of two almshouses on the site owned by the Almshouse Charities to be known as the Abel Homes. These were completed in 1960 at a cost of £3,500 and became Nos 66-70 Stone Grove, two adjoining bedsits sharing a bathroom sited to the rear of Nos 60-66. The remaining £3,000 of the original 3.5% War Stock was used to further endow the Almshouse Charities.

In 1972 all six almshouses were altered so that each had its own bathroom but by 2010 they were in very poor condition. Acquisition of extra land and demolition of the original buildings made way

for a major redevelopment to provide a three-storey block with 13 dwellings of which 7 are 2-bedroom and 6 are 1-bedroom flats as well as a pair of semi-detached houses which are 4-bedroom dwellings. The new buildings were completed in December 2011 and given a Patron's Award from the National Association of Almshouses in 2015.

### **Activities**

The principal activities of the Charity are the collection of the weekly maintenance contribution from residents, provision of low-level support to residents as required, upkeep of the fabric of the almshouses and appointment of new residents as vacancies arise.

### **Contribution of Volunteers**

The Charity relies on its trustees giving their time voluntarily to the Charity.

## **4 Achievement and Performance**

### **Review of the Year**

The charity continued to work towards providing a real sense of community for our residents. This is very much in accordance with the ethos of the Almshouse Association and has been demonstrated to have positive benefits for the well-being of residents. This sense of community was enhanced by regular team meetings between members of staff and the Chair. Quarterly Trustees meetings were held in person in the office as well as on Zoom.

The charity was mindful of the way inflation (especially energy price rises) has affected residents' financial situations and well-being. We continue to offer help and support with benefit applications, drawing on both Bridget Johnson's wealth of experience in housing management and benefits and Catherine Taylor's general pastoral support. The Trustees agreed not to implement the yearly increase in WMC payments during 2024 and agreed to defer any further increase until April 2025. The previous WMC increase had been implemented in October 2023.

Food support continued through St Peter's Pantry (the local foodbank) including swapping the charity's fridge for a more suitable fridge/freezer from the foodbank. The charity also benefited from safeguarding support through their connections with the Diocese of London. We are thankful for all such examples of partnership working.

In June, The Almshouse Association invited Mike Seaman (Clerk to the Trustees) to join them as a Regional Peer Representative covering the London North and Kent. He made several visits to other Almshouse Charities who were looking for guidance on administration of their Almshouse Charities.

There was no Almshouse Association Members Day this year.

The trustees continue in the centuries' old culture of almshouse charities that have always gone the extra mile to ensure residents feel valued and part of a community. Indeed, membership of The Almshouse Association is a second way in which the charity ensures value for money, as it means that we can be confident of staying abreast of legislative and other changes, and the best way of dealing with them. It also provides access to a network of other Almshouses and offers the opportunity to share best practice and discuss current issues.

The charity also invests in the professional development of staff members through weekly Team meetings and by encouraging participation in training courses and regular appraisals.

**Neil Price**, a Trustee of the charity is a direct descendent of Charles Day. Day's tomb is located at St Margaret's Church. He is in discussions with the church to embark on a programme of renovation of the tomb which has fallen into disrepair. The Trustees of the Charity agreed to match fund (pound for pound) all monies raised from any external sources for the renovation of Charles Day's tomb. The maximum exposure for the Charity was agreed to be set at £12,000.

### **Maintenance & Garden Works**

3 balcony floors were replaced during 2024. 4 new boilers were installed in residents' flats. **The Garden** wall at Atkinson's was under extreme pressure and cracks had appeared. The wall was strengthened by removing a significant amount of earth and removing the unsightly shrubs, and rebuilding. Topsoil was added and **Peter Murphy** purchased and planted flowers and plants which has added colour and beauty to this once inhospitable patch of land.

### **Residents**

The Residents in Flat 3 vacated their flat in March 2024 and a new resident moved in during May. The Resident in Flat 7 vacated their flat in November 2024 and the flat remained void for the remainder of the year. Both flats were fully redecorated and included laying new flooring.

In line with The Almshouse Association recommendations, the beneficiary status of all adult (i.e. Over 18) residents continues to be reviewed and short-term licences for 3-year periods are being issued. 3 yearly Beneficiary Reviews are ongoing and existing residents are invited to interviews to re-assess their qualification to live in the Almshouse.

### **Financial Review**

There was an overall surplus of **£40,299** in 2024 compared to a surplus of **£33,442** in 2023. **The charity ended the year with net assets of £4,756,218 compared to last year's £4,687,345**

### **Insurance Policy**

The buildings insurance, Public Liability and lift insurances are held with Grout Insurance and are reviewed annually to ensure cover is considered appropriate and the premium paid in December.

### **Reserves Policy**

The Cyclical Maintenance and Extraordinary Repair Funds are kept at such levels as the Trustees deem prudent to comply with The Almshouse Association guidance and likely future maintenance requirements.

### **Funding Sources**

The Charity's income derives from the residents' maintenance contribution, and approximately 50% of this comes from Housing Benefit or Universal Credit entitlements. The remaining income relates to monies from the feed-in tariff for electricity generated by the photovoltaic roof panels and in 2023 a small sum from the Grazing Licence income from land in Buckinghamshire.

## Investment Policy & Performance

A permanent endowment of the charity is held as the land on which all the 23 almshouses are situated as well as two fields adjacent to Hedges Farm in Buckinghamshire.

Other assets are as follows: The M&G Multi Asset Fund holds 10,743 income shares. The COIF Charities Ethical Investment Fund holds 2,219 units, the income from which is restricted to fuel expenditure.

The designated Extraordinary Repair Fund is held as accumulation units in a COIF Charities Ethical Investment Fund account. This account accumulates shares, and its value is therefore variable according to the current value of those shares. Transfers from the general fund are made into this account monthly. At 31 December, the fund held **54,935** shares at a market value of **£294,712** which represents an increase **£29,491** from last year's figure of **£265,221**. This is due to improved global market conditions during 2024.

The designated Cyclical Maintenance Fund is held as accumulation units in a M&G Multi Asset Fund. The fund is increased monthly in line with the recommendation of The Almshouse Association. As far as possible the cost of planned programme work is met from the general account and the transfer to CMF reduced commensurately if required. At 31 December the fund held **1408** shares with a market value of **£170,495** an increase **£37,992** from last year's figure of **£132,503**.

## Land at Oakley Village

The Charity owns 2 fields (comprising 11 Acres) at Oakley Village Buckinghamshire: First Stephen's field (7 acres) and Shepherd's Field (4 acres). Currently utilised as grazing land, **these have a combined grazing value of £165,000**.

Potential future residential development would increase their value to approximately **£11m**. The charity continued to explore options around maximising the value of its historic grazing land at Oakley. In the best interests of the Charity, the Trustees agreed to offer a long lease to the tenant for this sum whilst retaining all rights should the land be sold to developers. The Trustees acknowledge that the help of **Peter Murphy** whose expertise in residential development and planning matters is proving invaluable.

The charity has only one loan with The Charity Bank. At the end of 2024 a total of **£303,833** was outstanding. Compared to 2023 where the loan totalled **£323,695**. There were several interest rate rises during the year resulting in the Charity paying interest at The Bank of England base rate plus 2.75%. Combined rate @ 31 December was 7.5%.

At the end of the year the **WMC arrears** comprised of late payments by some residents including those who receive Universal Credit paid in arrears and Housing Benefit 4 weekly payments which are also paid in arrears so overlap into the first month of the following year. At the end of the year there was an accumulation of arrears to the value of **£12,238.21** compared to the previous year at **£3,690**. The voids (flats 3 & 7) accounted for **£2,788.00 in lost WMC**. A void is the time when a property is not occupied after a resident has moved out.

Some residents struggled to keep up with their payments but in all cases the Charity aims to work together with residents to reduce their arrears.

A Christmas party for the residents was organised and held in December. A large number of residents enjoyed a buffet with refreshments and music and there was a palpable sense of community with active participation by residents, staff and trustees.

### **Plans for Future Periods**

Our priority is to ensure the appropriate upkeep of all buildings to enable provision of good quality accommodation for our residents. The continuation of all adult residents changing to short term 3-year licences will be completed as and when possible. Following discussions at board level and consultation with the Almshouse Association, the charity is actively seeking opportunities to increase the housing stock while at the same time retaining our current ethos.

On behalf of the trustee board and residents, the Chair is most grateful for the continuing dedication and commitment of all members of staff.

### **Statement of Trustees Responsibilities**

Charity law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards and statements of recommended practice have been followed.
- 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 which enable them to ensure that the financial statements comply with the Charities Act 2011, the Accounting Requirements for Registered Social Landlords and other relevant regulations. The Trustees have general responsibility for taking such steps as are reasonably open to it to safeguard the assets of the Charity and to prevent and detect fraud and other irregularities.

The Trustees acknowledge they are responsible for the Charity's system of internal control and that such a system can provide only reasonable and not absolute assurance against material misstatement or loss. They have established internal control procedures, which include weekly maintenance payments made by standing order, two signatures for all bank transactions, cash payments only accepted in return for a receipt and no payments except on production of an invoice. Accounts are reconciled monthly and reports showing performance against budget presented at each Trustees' meeting. The effectiveness of this system is regularly reviewed, and no weaknesses have been identified which have resulted in material losses, contingencies or uncertainties requiring disclosure in the financial statements.

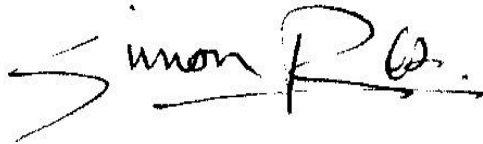
### **Statement of Disclosure of Information to Independent Examiners**

We, the Trustees who held office at the date of approval of these Financial Statements as set out

above, each confirm, so far as we are aware, that:

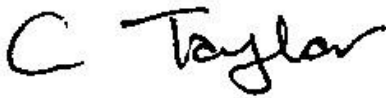
There is no relevant information in relation to the collation of this report of which our examiner is unaware, and we have taken steps as trustees to ensure all relevant examination information has been provided to our independent examiner.

Approved by the trustees on the date stated below and signed on their behalf by:

A handwritten signature in black ink that reads "Simon Rea". The signature is written in a cursive style with a long horizontal stroke at the end.

REV SIMON REA, CHAIR

Dated...08/07/25

A handwritten signature in black ink that reads "C Taylor". The signature is written in a cursive style with a large initial "C".

CATHERINE TAYLOR, TRUSTEE

Dated... 08/07/25

Independent Examiner's Report to the Trustees of The Day's and Atkinson's Almshouse Charity  
I report on the accounts of the charity for the year ended 2024 which are set out on finance pages of the Annual Report.

Respective Responsibilities of Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

Examine the accounts under section 145 of the 2011 Act);  
 To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and  
 To state whether particular matters have come to my attention.

#### Basis of Independent Examiner's report

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

#### Independent examiner's statement

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

In connection with my examination, no matter has come to my attention:  
 which gives me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 130 of the 2011 Act; and  
 to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or  
 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie  
 Charity Bookkeeping and Examination Services  
 13 Evelyns Close,  
 Hillingdon,  
 Middlesex,  
 UB8 3LR

15<sup>th</sup> July 2025



#### Sofa Separate Designated

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
Income and endowments from:						
Donations and legacies	-	-	-	-	-	400
Other trading activities	-	-	-	-	-	-
Investments	2,017	-	116	-	2,133	1,874
Income from charitable activities	205,578	-	-	-	205,578	198,314
Other income	817	-	-	-	817	816
<b>Total income</b>	<b>208,413</b>	<b>-</b>	<b>116</b>	<b>-</b>	<b>208,528</b>	<b>201,404</b>
Expenditure on:						
Costs of generating funds	-	-	-	-	-	-

Costs of generating voluntary income	-	-	-	-	-	-
Expenditure on charitable activities	168,230	-	-	-	168,230	167,962
Other expenditure	-	-	-	-	-	-
<b>Total expenditure</b>	<b>168,230</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>168,230</b>	<b>167,962</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>40,183</b>	<b>-</b>	<b>116</b>	<b>-</b>	<b>40,299</b>	<b>33,442</b>
<b>Transfers</b>						
Gross transfers between funds - in	33	49,833	33	351	50,250	66,592
Gross transfers between funds - out	(50,185)	-	(33)	(33)	(50,250)	(66,592)
Other recognised gains / losses						
Gains/losses on investment assets	10,736	17,650	-	188	28,574	38,755
Gains on revaluation, fixed assets, charity's own use	-	-	-	-	-	-
<b>Net movement in funds</b>	<b>767</b>	<b>67,483</b>	<b>116</b>	<b>507</b>	<b>68,873</b>	<b>72,196</b>
<b>Reconciliation of funds</b>						
<b>Total funds brought forward</b>	<b>3,339,291</b>	<b>387,724</b>	<b>-</b>	<b>960,330</b>	<b>4,687,345</b>	<b>4,615,149</b>
<b>Total funds carried forward</b>	<b>3,340,058</b>	<b>455,207</b>	<b>116</b>	<b>960,837</b>	<b>4,756,218</b>	<b>4,687,345</b>

### Statement of Assets and Liabilities (by code)

Class and nominal code	General	Designated	Restricted	Endowment	Total	Last year
<b>Fixed Asset - Heritage assets</b>						
1401: Day's land 18-32	-	-	-	314,000	314,000	314,000
1402: Atkinson's land 60-70	-	-	-	630,000	630,000	630,000
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>944,000</b>	<b>944,000</b>	<b>944,000</b>
<b>Fixed Asset - Investments</b>						
1420: M&G Samuel Atkinson Income A/C	-	-	-	9,973	9,973	9,649
1421: M&G Accumulation Cyclical Main Fund	10,000	160,495	-	-	170,495	132,503
1422: CCLA Blasson Income A/C	-	-	-	6,864	6,864	6,681
1433: CCLA Accumulation ERF	-	294,712	-	-	294,712	265,221
<b>Total</b>	<b>10,000</b>	<b>455,207</b>	<b>-</b>	<b>16,837</b>	<b>482,044</b>	<b>414,054</b>

**Fixed Asset - Tangible Assets**

1400: Day's buildings	362,864	-	-	-	362,864	362,864
1403: Atkinson's land 58	550,000	-	-	-	550,000	550,000
1404: Atkinson's building (HE Loan)	2,694,530	-	-	-	2,694,530	2,694,530
Total	3,607,394	-	-	-	3,607,394	3,607,394

**Current Asset - Cash At Bank And In Hand**

1500: CAFcash 12543	26,498	-	2,381	-	28,879	48,105
Total	26,498	-	2,381	-	28,879	48,105

**Liability - Agency Accounts**

6699: Agency collections	-	-	2,265	-	2,265	2,525
Total	-	-	2,265	-	2,265	2,525

**Liability - Creditors: Amounts falling due after more than one year**

1600: Loans	303,834	-	-	-	303,834	323,682
Total	303,834	-	-	-	303,834	323,682

Net total assets	3,340,058	455,207	116	960,837	4,756,218	4,687,345
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**Represented by**

General (Unrestricted)	3,340,058	-	-	-	3,340,058	3,339,291
Designated - CMF	-	160,495	-	-	160,495	122,503
Designated - ERF	-	294,712	-	-	294,712	265,221
Restricted - Blasson	-	-	116	-	116	-
Endowment - Atkinson	-	-	-	630,000	630,000	630,000
Endowment - Blasson	-	-	-	6,864	6,864	6,681
Endowment - DAY	-	-	-	314,000	314,000	314,000
Endowment - Samuel	-	-	-	9,973	9,973	9,649
Total	3,340,058	455,207	116	960,837	4,756,218	4,687,345

**Fund movement summary**

Fund	Opening	Incoming	Outgoing	Transfers	Gains/Losses	Journals	Closing
Samuel							
Endowment	9,649	-	-	324	-	-	9,973
Sub-totals	9,649	-	-	324	-	-	9,973
General							
Unrestricted	3,339,291	208,413	168,230	(50,152)	10,736	-	3,340,058
Sub-totals	3,339,291	208,413	168,230	(50,152)	10,736	-	3,340,058
CMF							
Designated	122,503	-	-	31,949	6,044	-	160,495
Sub-totals	122,503	-	-	31,949	6,044	-	160,495

ERF							
Designated	265,221	-	-	17,885	11,606	-	294,712
Sub-totals	265,221	-	-	17,885	11,606	-	294,712
Blasson							
Restricted	-	116	-	-	-	-	116
Endowment	6,681	-	-	(5)	188	-	6,864
Sub-totals	6,681	116	-	(5)	188	-	6,980
DAY							
Endowment	314,000	-	-	-	-	-	314,000
Sub-totals	314,000	-	-	-	-	-	314,000
Atkinson							
Endowment	630,000	-	-	-	-	-	630,000
Sub-totals	630,000	-	-	-	-	-	630,000
<b>Totals</b>	<b>4,687,345</b>	<b>208,528</b>	<b>168,230</b>	<b>-</b>	<b>28,574</b>	<b>-</b>	<b>4,756,218</b>

## Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year
<b>INCOME AND ENDOWMENTS FROM:</b>						
<b>Donations and legacies</b>						
1112 - Grants/Legacy's	-	-	-	-	-	400
Donations and legacies Totals	-	-	-	-	-	400
<b>Investments</b>						
1150 - Grazing Licence	572	-	-	-	572	510
1152 - Dividend CCLA 438480001AA Blasson	-	-	116	-	116	191
1153 - Dividend M&G NAACIF	435	-	-	-	435	322
1154 - Caf Bank Interest	1,010	-	-	-	1,010	850
Investments Totals	2,017	-	116	-	2,133	1,874
<b>Income from charitable activities</b>						

1120 - WMC from residents,HB, UC	205,578	-	-	-	205,578	198,314
Income from charitable activities Totals	205,578	-	-	-	205,578	198,314
<b>Other income</b>						
1110 - Feed in Tariff	404	-	-	-	404	907
1160 - Refunds	413	-	-	-	413	(91)
Other income Totals	817	-	-	-	817	816
Income and endowments Grand totals	208,413	-	116	-	208,528	201,404

**EXPENDITURE ON:**

**Expenditure on charitable activities**

1322 - ERF expenditure	-	-	-	-	-	10,644
1324 - SC Equipment Maintenance	27,639	-	-	-	27,639	9,219
1326 - CMF expenditure	14,667	-	-	-	14,667	22,189
1330 - Routine maintenance	12,804	-	-	-	12,804	22,860
1332 - SC Cleaning Atkinson's	2,319	-	-	-	2,319	1,984
1334 - SC Grounds Maintenance	7,081	-	-	-	7,081	10,782
1340 - SC Atkinson's Water LL	39	-	-	-	39	18
1341 - Void expenditure	15,956	-	-	-	15,956	3,721
1345 - SC Atkinson Electricity LL	1,690	-	-	-	1,690	1,975
1346 - SC Day's Electricity LL	416	-	-	-	416	213
1348 - SC Atkinson Phones(office,lift)	1,597	-	-	-	1,597	1,712
1354 - Benefits to Residents	1,973	-	-	-	1,973	2,956
1362 - Salaried Staff	44,237	-	-	-	44,237	41,166
1366 - Staff training	-	-	-	-	-	635
1370 - Office & IT	1,206	-	-	-	1,206	1,222
1372 - St Margaret's SLA	300	-	-	-	300	275
1374 - Insurance	4,874	-	-	-	4,874	4,366
1376 - Subscriptions & fees	2,304	-	-	-	2,304	1,079
1378 - Loan Interest repayment	24,912	-	-	-	24,912	24,446
1380 - Legal,Professional & Trustee costs	2,689	-	-	-	2,689	4,978
1382 - Independent Examination Costs	1,526	-	-	-	1,526	1,524
Expenditure on charitable activities Totals	168,230	-	-	-	168,230	167,962
Expenditure Grand totals	168,230	-	-	-	168,230	167,962

**Statement of Financial Activities**

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>						
Donations and legacies	—	—	—	—	—	400
Investments	2,017	—	116	—	2,133	1,874
Income from charitable activities	205,578	—	—	—	205,578	198,314
Other income	817	—	—	—	817	816
<b>Total income</b>	<b>208,413</b>	<b>—</b>	<b>116</b>	<b>—</b>	<b>208,528</b>	<b>201,404</b>
<b>Expenditure on:</b>						
Expenditure on charitable activities	168,230	—	—	—	168,230	167,962
<b>Total expenditure</b>	<b>168,230</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>168,230</b>	<b>167,962</b>
Gains / losses on investment assets	10,736	17,650	—	188	28,574	38,755
<b>Net income / (expenditure) resources before transfer</b>	<b>50,919</b>	<b>17,650</b>	<b>116</b>	<b>188</b>	<b>68,873</b>	<b>72,196</b>
<b>Transfers</b>						
Gross transfers between funds - in	33	49,833	33	351	50,250	66,592

Gross transfers between funds - out	(50,185)	—	(33)	(33)	(50,250)	(66,592)
<b>Other recognised gains / losses</b>	<b>767</b>	<b>67,483</b>	<b>116</b>	<b>507</b>	<b>68,873</b>	<b>72,196</b>
<b>Net movement in funds</b>	<b>767</b>	<b>67,483</b>	<b>116</b>	<b>507</b>	<b>68,873</b>	<b>72,196</b>
<b>Total funds brought forward</b>	<b>3,339,291</b>	<b>387,724</b>	<b>—</b>	<b>960,330</b>	<b>4,687,345</b>	<b>4,615,149</b>
<b>Total funds carried forward</b>	<b>3,340,058</b>	<b>455,207</b>	<b>116</b>	<b>960,837</b>	<b>4,756,218</b>	<b>4,687,345</b>

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Fixed assets - Heritage assets</b>						
Day's land 18-32 -	—	—	—	314,000	314,000	314,000
Atkinson's land 60-70 -	—	—	—	630,000	630,000	630,000
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>944,000</b>	<b>944,000</b>	<b>944,000</b>
<b>Fixed assets - Investments</b>						
M&G Samuel Atkinson Income A/C -	—	—	—	9,973	9,973	9,649
M&G Accumulation Cyclical Main Fund -	10,000	160,495	—	—	170,495	132,503
CCLA Blasson Income A/C -	—	—	—	6,864	6,864	6,681
CCLA Accumulation ERF -	—	294,712	—	—	294,712	265,221
<b>Totals</b>	<b>10,000</b>	<b>455,207</b>	<b>—</b>	<b>16,837</b>	<b>482,044</b>	<b>414,054</b>
<b>Fixed assets - Tangible assets</b>						
Day's buildings -	362,864	—	—	—	362,864	362,864
Atkinson's land 58 -	550,000	—	—	—	550,000	550,000
Atkinson's building (HE Loan) -	2,694,530	—	—	—	2,694,530	2,694,530
<b>Totals</b>	<b>3,607,394</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>3,607,394</b>	<b>3,607,394</b>
<b>Current assets - Cash at bank and in hand</b>						
CAFcash 12543 -	26,498	—	2,381	—	28,879	48,105
<b>Totals</b>	<b>26,498</b>	<b>—</b>	<b>2,381</b>	<b>—</b>	<b>28,879</b>	<b>48,105</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	2,265	—	2,265	2,525
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>2,265</b>	<b>—</b>	<b>2,265</b>	<b>2,525</b>
<b>Liabilities - Creditors: Amounts falling due after more than one year</b>						
Loans -	303,834	—	—	—	303,834	323,682
<b>Totals</b>	<b>303,834</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>303,834</b>	<b>323,682</b>
<b>Grand total</b>	<b>3,340,058</b>	<b>455,207</b>	<b>116</b>	<b>960,837</b>	<b>4,756,218</b>	<b>4,687,345</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Pinnacles - Pinnacles Days</b>						
Designated	—	—	—	—	—	—
<b>Sub-total for Pinnacles</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Samuel - M&amp;G Income Samuel At</b>						
Endowment	9,649	—	—	324	—	9,973
<b>Sub-total for Samuel</b>	<b>9,649</b>	<b>—</b>	<b>—</b>	<b>324</b>	<b>—</b>	<b>9,973</b>
<b>General - General fund</b>						
Unrestricted	3,339,291	208,413	168,230	(50,152)	10,736	3,340,058
<b>Sub-total for General</b>	<b>3,339,291</b>	<b>208,413</b>	<b>168,230</b>	<b>(50,152)</b>	<b>10,736</b>	<b>3,340,058</b>
<b>CMF - M&amp;G Accumulation Cyc</b>						
Designated	122,503	—	—	31,949	6,044	160,495
<b>Sub-total for CMF</b>	<b>122,503</b>	<b>—</b>	<b>—</b>	<b>31,949</b>	<b>6,044</b>	<b>160,495</b>
<b>ERF - CCLA Accumulation Ex</b>						
Designated	265,221	—	—	17,885	11,606	294,712
Endowment	—	—	—	—	—	—

<b>Sub-total for ERF</b>	<b>265,221</b>	<b>—</b>	<b>—</b>	<b>17,885</b>	<b>11,606</b>	<b>294,712</b>
<b>Blasson - CCLA Income Blasson</b>						
Designated	—	—	—	—	—	—
Restricted	—	116	—	—	—	116
Endowment	6,681	—	—	(5)	188	6,864
<b>Sub-total for Blasson</b>	<b>6,681</b>	<b>116</b>	<b>—</b>	<b>(5)</b>	<b>188</b>	<b>6,980</b>
<b>DAY - Day's 18-32</b>						
Endowment	314,000	—	—	—	—	314,000
<b>Sub-total for DAY</b>	<b>314,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>314,000</b>
<b>Atkinson - Atkinson Land 60-70</b>						
Designated	—	—	—	—	—	—
Endowment	630,000	—	—	—	—	630,000
<b>Sub-total for Atkinson</b>	<b>630,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>630,000</b>
<b>Grand total</b>	<b>4,687,345</b>	<b>208,528</b>	<b>168,230</b>	<b>—</b>	<b>28,574</b>	<b>4,756,218</b>

## Analysis of income and expenditure

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	<u>Total</u>
					<u>This year</u>	<u>Last year</u>

### INCOME AND ENDOWMENTS

#### Donations and legacies

Grants/Legacy's	—	—	—	—	—	400
<b>Total</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>400</b>

#### Investments

Grazing License	572	—	—	—	572	510
Dividend CCLA 438480001AA Blasson	—	—	116	—	116	191
Dividend M&G NAACIF	435	—	—	—	435	322
Caf Bank Interest	1,010	—	—	—	1,010	850
<b>Total</b>	<b>2,017</b>	<b>—</b>	<b>116</b>	<b>—</b>	<b>2,133</b>	<b>1,874</b>

**Income from charitable activities**

WMC from residents,HB, UC	205,578	—	—	—	205,578	198,314
Total	205,578	—	—	—	205,578	198,314

**Other income**

Feed in Tariff	404	—	—	—	404	907
Refunds	413	—	—	—	413	(91)
Total	817	—	—	—	817	816
<b>INCOME TOTAL</b>	<b>208,413</b>	<b>—</b>	<b>116</b>	<b>—</b>	<b>208,528</b>	<b>201,404</b>

**EXPENDITURE****Expenditure on charitable activities**

ERF expenditure	—	—	—	—	—	10,644
SC Equipment Maintenance	27,639	—	—	—	27,639	9,219
CMF expenditure	14,667	—	—	—	14,667	22,189
Routine maintenance	12,804	—	—	—	12,804	22,860
SC Cleaning Atkinson's	2,319	—	—	—	2,319	1,984
SC Grounds Maintenance	7,081	—	—	—	7,081	10,782
SC Atkinson's Water LL	39	—	—	—	39	18
Void expenditure	15,956	—	—	—	15,956	3,721
SC Atkinson Electricity LL	1,690	—	—	—	1,690	1,975
SC Day's Electricity LL	416	—	—	—	416	213
SC Atkinson Phones(office,lift)	1,597	—	—	—	1,597	1,712
Benefits to Residents	1,973	—	—	—	1,973	2,956
Salaried Staff	44,237	—	—	—	44,237	41,166
Staff training	—	—	—	—	—	635
Office & IT	1,206	—	—	—	1,206	1,222
St Margaret's SLA	300	—	—	—	300	275
Insurance	4,874	—	—	—	4,874	4,366
Subscriptions & fees	2,304	—	—	—	2,304	1,079
Loan Interest repayment	24,912	—	—	—	24,912	24,446
Legal,Professional & Trustee costs	2,689	—	—	—	2,689	4,978
Independent Examination Costs	1,526	—	—	—	1,526	1,524
Total	168,230	—	—	—	168,230	167,962
<b>EXPENDITURE TOTAL</b>	<b>168,230</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>168,230</b>	<b>167,962</b>

<b>GRAND TOTAL</b>	<b>40,183</b>	<b>—</b>	<b>116</b>	<b>—</b>	<b>40,299</b>	<b>33,442</b>
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**DAY'S AND ATKINSON'S ALMSHOUSE CHARITY**

England & Wales - Charity number 212230

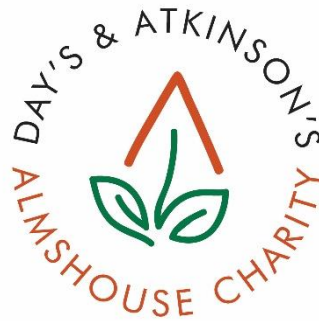
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# Accounts

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## **The Day's and Atkinson's Almshouse Charity**

Previously known as the Almshouse Charity Founded by Charles Day established 1842, and from 13<sup>th</sup> December 2005 incorporating The Almshouse Charity of Samuel Atkinson & Others, established 1680



a new lease of life

### **Trustees Annual Report and Financial Statements for the year ended 31<sup>st</sup> December 2023**

**Charity Number 212230**

## **Trustees' Report**

The trustees present their Report as part of the financial statements of the charity for the year ended 31<sup>st</sup> December 2023. The financial statements have been prepared based on FRS102 using the guidance included in the Statement of Recommended Practice "Accounting and Reporting by Charities" and comply with the charity's trust deed. Day's and Atkinson's Almshouse Charity is a charity registered with the Charity Commission under registration number 212230. It is member 706 of the Almshouse Association. It is also a Registered Provider of Social Housing registered with Homes England under registration number A4271.

### **1 Administrative Information**

#### **Trustees**

Rev Simon Rea (Chairman)  
Bridget Johnson (St Lawrence Little Stanmore incumbent's nominee)  
Cllr Nick Mearing-Smith (LB Barnet nominee)  
Cllr Lucy Wakeley (LB Barnet nominee)  
Peter Murphy (co-opted trustee)  
Catherine Taylor (co-opted trustee)  
Neil Price (co-opted trustee)

#### **Clerk to Trustees**

Mike Seaman (Clerk to the Trustees)

#### **Office**

Postal Address C/o St Margaret's Church, 1 Station Road, Edgware, HA8 7JE  
Telephone: 020 8952 4066  
Atkinson's Office Tel: 0208 238 1774  
Email: [admin@dandaalmshouses.org.uk](mailto:admin@dandaalmshouses.org.uk)

#### **Independent Examiner**

Kevin Ogilvie, Charity Bookkeeping & Examination Services, 13 Evelyngs Close, Hillingdon, Middlesex UB8 3LR. Tel: 07776 258763

#### **Bankers**

CAF Bank Ltd, 25 Kings Hill Ave, West Malling Kent, ME19 4JQ

### **2 Structure, Governance and Management**

#### **Organisation**

On 13<sup>th</sup> December 2005, the Charity Commission sealed a new scheme which incorporated the Almshouse Charities of Samuel Atkinson's and Others plus the William Blason Coal Charity into The Almshouses Founded by Charles Day and renamed the charity as the Day's and Atkinson's Almshouse Charity.

The Trustees are appointed according to the terms of the scheme's governing document, and they are listed above. In 2010 the Trustees agreed to increase the number of co-opted Trustees from three to four.

New trustees receive an induction pack that includes the 'Standards of Almshouse Management', policies and procedures, recent financial statements, and minutes. The clerk provides briefings on the governing instrument, statutory & legal requirements, the almshouses, finances, as well as a tour of the almshouses and meeting with residents.

Broadly speaking, the trustees retain oversight for finance, buildings and compliance with the law and delegate operational responsibility for carrying out their primary objectives to the staff. However, they are encouraged to engage with the charity and residents where their experience and skills make such engagement appropriate.

### **Risk Management**

All significant activities undertaken are subject to a regular risk review. Major risks are identified and ranked in terms of their potential impact and likelihood. Major risks, for this purpose, are those that may have a significant effect on:

- Operational performance, including risks to personnel and residents.
- Achievement of our aims and objectives.
- Meeting the expectations of our residents.

The trustees review these risks on an on-going basis and satisfy themselves that adequate systems and procedures are in place to manage the risks identified. Where appropriate, risks are covered by insurance. In assessing risk, trustees recognise that some areas of work require the acceptance and management of risk if our key objectives are to be achieved.

### **3 Purpose & origins**

The Charity's objects are "the provision of housing accommodation for persons in financial hardship with preference given firstly to those residing in the ancient parishes of Edgware and Little Stanmore in the London Boroughs of Barnet and Harrow respectively, and secondly to those who are previous residents of these parishes; and such charitable purposes for the benefit of the residents as the trustees decide".

All residents are appointed by the Trustees based on written applications and interviews with the Clerk and a Trustee. The London Borough of Barnet has nomination rights to 75% of Day's vacancies, 50% nomination rights of Atkinson's 1 bed vacancies and 100% nomination rights for 2 and 3 bed units.

The Charity's aims are to:

- preserve the historic tradition of Almshouses
- promote the wellbeing and independence of our residents
- provide good quality housing
- manage charitable resources effectively.

The current strategies for achieving these objectives are to:

- retain our independent status.
- maintain positive relationships with our residents.
- make use of the resources provided by the Almshouse Association, the Charity Commission, the Regulator of Social Housing and others as appropriate to ensure effective management.

## History

In 1801 Charles Day, in partnership with Benjamin Martin, established the renowned firm of boot-blackening manufacturers 'Day and Martin' of which he was the sole proprietor from 1808. He made a vast fortune for the times and after he died in 1836 his complicated will became the justification for Charles Dickens's case 'Jarndyce and Jarndyce' in his novel 'Bleak House'. Latterly, Charles Day had his country residence in Edgware.

In 1828 he bought land known as Hither Frog Pool on the 'Turnpike Road' in Edgware from All Soul's College, Oxford, and had eight one-roomed dwellings built for poor men and women of good character, with preference given to parishioners of Edgware and Little Stanmore. He administered them himself then set up a charity with five Trustees, including himself, by deed of gift on 28<sup>th</sup> April 1834. Day's almshouses was formally established in 1842, was registered with the Charity Commission in 1963 and the building was listed as Grade II in 1983.

They remained as single room dwellings with one communal toilet until 1957 when small bathrooms and kitchens were added at the back. Central heating was installed in the 1970s. In March 2003, a major refurbishment was completed involving a land swap with the London Borough of Barnet reducing the width of the site but increasing its depth to facilitate rear extensions with single bedrooms, store cupboards and shower rooms. Kitchen annexes were incorporated into the original living rooms. The refurbishment received a Patron's award from the National Association of Almshouses in 2004.

Atkinson's Almshouse Charity was established in 1680 following a legacy of £600 from Samuel Atkinson for the purchasing of land at Oakley, Buckinghamshire and building of four almshouses in Edgware at a cost of £240, plus their endowment through further land purchase. A further bequest in 1707 from one of the original Trustees led to the establishment of the Thomas Napier charity, which also endowed the almshouse charity through land purchase. A gift of land to Edgware Parish from a Mr Watts, received during his lifetime, resulted in the establishment of a third charity, the purpose of which is undocumented. The income was given in aid of the church and poor rates until 1820, when the Parish agreed it should in future be given to the almshouse charity. In 1878, the Harriet Hurst charity was founded with a bequest of Consolidated Bank Annuities 'for the purpose of the Edgware Old Almshouses'. These four charities were merged by a Charity Commission scheme sealed in 1897 to become the Almshouse Charities of Samuel Atkinson and Others, whose purpose was the provision of almshouses for poor persons of good character who have resided in the Ancient Parish of Edgware for not less than two years and the donation of a portion of the income, specifically £1.10s, of the charities for the benefit of such poor person's resident in Edgware (though not almspeople) as the Trustees thought fit. By this time, only the 4 almshouses and the land at Oakley remained in the charities' possession.

The original Atkinson's almshouses were destroyed by bombs in 1940 and rebuilt in 1957 as bedsits with one bathroom shared between two residents, becoming Nos 60-66 Stone Grove.

In 1943 the Margaret Abel Trust was founded by the will of Margaret Ann Abel for the building of two almshouses on the site owned by the Almshouse Charities to be known as the Abel Homes. These were completed in 1960 at a cost of £3,500 and became Nos 66-70 Stone Grove, two adjoining bedsits sharing a bathroom sited to the rear of Nos 60-66. The remaining £3,000 of the original 3.5% War Stock was used to further endow the Almshouse Charities.

In 1972 all six almshouses were altered so that each had its own bathroom but by 2010 they were in very poor condition. Acquisition of extra land and demolition of the original buildings made way for a major redevelopment to provide a three-storey block with 13 dwellings of which 7 are 2-bedroom and 6 are 1-bedroom flats as well as a pair of semi-detached houses which are 4-bedroom dwellings. The new buildings were completed in December 2011 and given a Patron's Award from the National Association of Almshouses in 2015.

### **Activities**

The principal activities of the Charity are the collection of the weekly maintenance contribution from residents, provision of low-level support to residents as required, upkeep of the fabric of the almshouses and appointment of new residents as vacancies arise.

### **Contribution of Volunteers**

The Charity relies on its trustees giving their time voluntarily to the charity.

## **4 Achievement and Performance**

### **Review of the Year**

The charity continued to work towards providing a real sense of community for our residents. This is very much in accordance with the ethos of the Almshouse Association and has been demonstrated to have positive benefits for the well-being of residents. This sense of community was enhanced by regular team meetings between members of staff and the Chair. Staff members returned to the office and Trustees meetings were held in the office as well as on Zoom.

The charity was mindful of the way inflation (especially energy price rises) has affected residents' financial situations and well-being. We continue to offer help and support with benefit applications, drawing on both Bridget Johnson's wealth of experience in housing management and benefits and Catherine Taylor's general pastoral support. It was decided not to implement the yearly increase in WMC payments from 1<sup>st</sup> April. The increase was deferred until October.

Food support continues through St Peter's Church (foodbank and Christmas Lunch on Jesus) and the charity also benefited from safeguarding support through their connections with the Diocese of London. We are thankful for all such examples of partnership working.

The charity was keen to share good practice with almshouse charities and other charitable organisations. A representative from the Kingsbury Charity was invited to spend time with the Clerk to the Trustees here at 58 Stonegrove. They have since implemented much of our administration and operational applications into their charity, for example banking and Finance Coordinator software. We also shared the risk register with Edgware Parish Office and the Stonegrove Community Trust.

Two residents vacated flat 1 in January 2023 and the flat was decorated. Several applications were received, and an Extraordinary Meeting was held to choose the new occupants. Due process was observed by the trustees, and a young family of four moved in.

A quinquennial inspection was held in June and the report highlighted some major structural

defects to Day's Almshouse. £27,000 was transferred from the Extraordinary Repair Fund to pay for these and other (smaller) works.

The London Borough of Barnet was involved in the 2023 London Festival of Architecture and the charity played an active part in the celebrations this year. They held an event on **Saturday 24<sup>th</sup> June** which took the form of a guided walk and talk with refreshments along the way.

**The following is taken from an article in the Almshouse Gazette**

"We met at the tomb of Charles Day (the 'Day' in Day's and Atkinson's) which is situated in the graveyard at St Margaret's Church Edgware. We then moved on to the Day's Almshouses in Stonegrove, then Atkinson's Almshouses and finally the housing and community project that is 'One Stonegrove' where we held a Q & A and enjoyed a buffet lunch.

The event attracted around 30 participants and was attended by Councillors, the Clergy, Historic England, and members of the public. Rev'd Simon Rea (Chair of the Charity) and Peter Murphy (Trustee) each gave talks and took us on a journey of the architecture of the buildings and the history of the Charity.

The weather was perfect, and our residents welcomed visitors into their homes and gave very positive testimonies as to the benefits of living in an almshouse."

Peter Murphy, Catherine Taylor, Lachie Munro and Mike Seaman attended the Almshouse Association Members Day which was held in London in June. This provided an excellent networking opportunity as well as the chance to hear from other attendees and share experiences and gather practical information. This is part of our commitment to the professional development of staff and trustees. We are grateful for the help and advice we have been able to source through contacts with other almshouses.

A Christmas party for the residents was organised and held in December. A large number of residents enjoyed a buffet with refreshments and music and there was a palpable sense of community with active participation by residents, staff and trustees.

The charity continued to explore options around maximising the value of its historic grazing land at Oakley. The land (two fields) was valued together at a sum of £171,240. In the best interests of the Charity, the Trustees agreed to offer a long lease to the tenant for this sum whilst retaining all rights should the land be sold to developers. The Trustees acknowledge that the help of **Peter Murphy** whose expertise in residential development and planning matters is proving invaluable.

**Neil Price**, a Trustee of the charity is a direct descendent of Charles Day. Day's tomb is located at St Margaret's Church and the charity is in discussions with the church to embark on a programme of renovation of the tomb which has fallen into disrepair.

In line with The Almshouse Association recommendations, the beneficiary status of all adult (i.e. Over 18) residents continues to be reviewed and short-term licences for 3-year periods are being issued.

On behalf of the trustee board and residents, the Chair is most grateful for the continuing dedication and commitment of all members of staff.

## Financial Review

There was an overall surplus of **£33,442** in 2023 compared to a surplus of **£72,376** in 2022. The reduction is due to increased expenditure including higher loan interest payments, extraordinary building repairs and maintenance costs following the quinquennial inspection and legal fees for the proposed leasing of land at Oakley.

**The charity ended the year with net assets of £4,687,345 compared to last year's £4,615,149.**

## Insurance Policy

The buildings insurance and Public Liability insurances are held with Grout Insurance and are reviewed annually to ensure cover is considered appropriate and the premium paid in December.

## Reserves Policy

The Cyclical Maintenance and Extraordinary Repair Funds are kept at such levels as the Trustees deem prudent to comply with The Almshouse Association guidance and likely future maintenance requirements.

## Funding Sources

The Charity's income derives from the residents' maintenance contribution, and approximately 50% of this comes from Housing Benefit or Universal Credit entitlements. The remaining income relates to monies from the feed-in tariff for electricity generated by the photovoltaic roof panels and in 2023 a small sum from the Grazing Licence income from land in Buckinghamshire.

## Investment Policy & Performance

A permanent endowment of the charity is held as the land on which all the 23 almshouses are situated as well as the two fields adjacent to Hedges Farm in Buckinghamshire.

Other assets are as follows: The M&G Multi Asset Fund holds 10,743 income shares. The COIF Charities Ethical Investment Fund holds 2,219 units, the income from which is restricted to fuel expenditure.

The designated Extraordinary Repair Fund is held as accumulation units in a COIF Charities Ethical Investment Fund account. This account accumulates shares, and its value is therefore variable according to the current value of those shares. Transfers from the general fund are made into this account monthly. In June, £27,000 in shares were sold and the monies transferred from the Extraordinary Repair to the general fund to facilitate repairs following the Quinquennial Inspection as described above. At 31 December, the fund held 52,251 shares at a market value of **£265,221** which represents an increase **£16,226** from last year's figure of **£248,995**. This is due to improved global market conditions during 2023.

The designated Cyclical Maintenance Fund is held as accumulation units in a M&G Multi Asset Fund. The fund is increased monthly in line with the recommendation of The Almshouse Association. As far as possible the cost of planned programme work is met from the general account and the transfer to CMF reduced commensurately if required. At 31 December the fund held 1182 shares with a market value of **£132,503** an increase **£33,799** from last year's figure of **£98,704**.

The charity has only one loan with The Charity Bank. At the end of 2023 a total of **£323,695** was outstanding. Compared to 2022 where the loan totalled **£342,970**. There were several interest rate rises during the year resulting in the Charity paying interest at The Bank of England base rate (5.25%) plus 2.75%. Combine rate @ 31 December was 8%.

At the end of the year the WMC arrears comprised late payments by some residents including those who receive Universal Credit paid in arrears and Housing Benefit 4 weekly payments which are also paid in arrears so overlap into the first month of the following year. At the end of the year there was an accumulation of arrears to the value of **£1,535** compared to the previous year at **£3,690**. In all cases the Charity aims to work together with residents to reduce their arrears.

The financial impact of void properties both in works on the property and the WMC lost was **£1,975** compared to the previous year's figure of **£2,948**. A void is the time when a property is not occupied after a resident has moved out.

### **Value for Money**

The primary way in which the trustees ensure value for money is by investing in relationships, particularly between staff, contractors, and residents. This ensures mutual trust in that the residents feel they matter, that their concerns will be heard, and that staff understand which residents are most vulnerable therefore needing extra help from time to time.

In this approach, the trustees continue in the centuries' old culture of almshouse charities that have always gone the extra mile to ensure residents feel valued and part of a community. Indeed, membership of The Almshouse Association is a second way in which the charity ensures value for money, as it means that we can be confident of staying abreast of legislative and other changes, and the best way of dealing with them. It also provides access to a network of other Almshouses and offers the opportunity to share best practice and discuss current issues.

The charity also invests in the professional development of staff members through weekly Team meetings and by encouraging participation in training courses and regular appraisals.

## **5 Plans for Future Periods**

Our priority is to ensure the appropriate upkeep of all buildings to enable provision of good quality accommodation for our residents. The continuation of all adult residents changing to short term 3-year licences will be completed as and when possible. Following discussions at board level and consultation with the Almshouse Association, the charity is actively seeking opportunities to increase the housing stock while at the same time retaining our current ethos.

## **6 Statement of Trustees Responsibilities**

Charity law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- observe the methods and principles in the Charities SORP

- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards and statements of recommended practice have been followed.
- 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 which enable them to ensure that the financial statements comply with the Charities Act 2011, the Accounting Requirements for Registered Social Landlords and other relevant regulations. The Trustees have general responsibility for taking such steps as are reasonably open to it to safeguard the assets of the Charity and to prevent and detect fraud and other irregularities.

The Trustees acknowledge they are responsible for the Charity's system of internal control and that such a system can provide only reasonable and not absolute assurance against material misstatement or loss. They have established internal control procedures, which include weekly maintenance payments made by standing order, two signatures for all bank transactions, cash payments only accepted in return for a receipt and no payments except on production of an invoice. Accounts are reconciled monthly and reports showing performance against budget presented at each Trustees' meeting. The effectiveness of this system is regularly reviewed, and no weaknesses have been identified which have resulted in material losses, contingencies or uncertainties requiring disclosure in the financial statements.

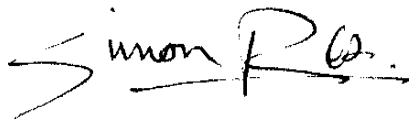
#### **Statement of Disclosure of Information to Independent Examiners**

We, the Trustees who held office at the date of approval of these Financial Statements as set out above, each confirm, so far as we are aware, that:

There is no relevant information in relation to the collation of this report of which our examiner is unaware, and we have taken steps as trustees to ensure all relevant examination information has

been provided to our independent examiner.

Approved by the trustees on the date stated below and signed on their behalf by:

Handwritten signature of Simon Rea in black ink.

REV SIMON REA, CHAIR

Dated.....04/04/2024.

Handwritten signature of Catherine Taylor in black ink.

CATHERINE TAYLOR, TRUSTEE

Dated.....04/04/2024.

## **Independent Examiner's Report to the Trustees of The Day's and Atkinson's Almshouse Charity**

I report on the accounts of the charity for the year ended 2023 which are set out on finance pages of the Annual Report.

### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act **2011** (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

### **Basis of Independent Examiner's report**

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

### **Independent examiner's statement**

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie  
Charity Bookkeeping and Examination Services  
13 Evelyngs Close,  
Hillingdon,  
Middlesex,  
UB8 3LR

4<sup>th</sup> April 2024



## Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>						
Donations and legacies	400	—	—	—	400	1,225
Income from charitable activities	198,314	—	—	—	198,314	196,159
Investments	1,683	—	191	—	1,874	1,224
Other income	816	—	—	—	816	746
<b>Total income</b>	<b>201,213</b>	<b>—</b>	<b>191</b>	<b>—</b>	<b>201,404</b>	<b>199,353</b>
<b>Expenditure on:</b>						
Expenditure on charitable activities	167,962	—	—	—	167,962	126,978
<b>Total expenditure</b>	<b>167,962</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>167,962</b>	<b>126,978</b>
Gains / losses on investment assets	—	38,113	157	485	38,755	(28,160)
<b>Net income / (expenditure) resources before transfer</b>	<b>33,251</b>	<b>38,113</b>	<b>348</b>	<b>485</b>	<b>72,196</b>	<b>44,215</b>
<b>Transfers</b>						
Gross transfers between funds - in	27,191	39,416	—	(15)	66,592	587,551
Gross transfers between funds - out	(39,416)	(27,126)	(348)	299	(66,592)	(587,551)
<b>Other recognised gains / losses</b>						
<b>Net movement in funds</b>	<b>21,026</b>	<b>50,402</b>	<b>—</b>	<b>768</b>	<b>72,196</b>	<b>44,215</b>
<b>Total funds brought forward</b>	<b>3,318,266</b>	<b>337,322</b>	<b>—</b>	<b>959,561</b>	<b>4,615,149</b>	<b>4,570,933</b>
<b>Total funds carried forward</b>	<b>3,339,291</b>	<b>387,724</b>	<b>—</b>	<b>960,330</b>	<b>4,687,345</b>	<b>4,615,149</b>

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Fixed assets - Heritage assets</b>						
Day's land 18-32 -	—	—	—	314,000	314,000	314,000
Atkinson's land 60-70 -	—	—	—	630,000	630,000	630,000
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>944,000</b>	<b>944,000</b>	<b>944,000</b>
<b>Fixed assets - Investments</b>						
M&G Samuel Atkinson Income A/C -	—	—	—	9,649	9,649	9,487
M&G Accumulation Cyclical Main Fund -	10,000	122,503	—	—	132,503	98,704
CCLA Blasson Income A/C -	—	—	—	6,681	6,681	6,074
CCLA Accumulation ERF -	—	265,221	—	—	265,221	248,618
<b>Totals</b>	<b>10,000</b>	<b>387,724</b>	<b>—</b>	<b>16,330</b>	<b>414,054</b>	<b>362,883</b>
<b>Fixed assets - Tangible assets</b>						
Day's buildings -	362,864	—	—	—	362,864	362,864
Atkinson's land 58 -	550,000	—	—	—	550,000	550,000
Atkinson's building (HE Loan) -	2,694,530	—	—	—	2,694,530	2,694,530
<b>Totals</b>	<b>3,607,394</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>3,607,394</b>	<b>3,607,394</b>
<b>Current assets - Cash at bank and in hand</b>						
CAFcash 12543 -	45,580	—	2,525	—	48,105	46,355
<b>Totals</b>	<b>45,580</b>	<b>—</b>	<b>2,525</b>	<b>—</b>	<b>48,105</b>	<b>46,355</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	2,525	—	2,525	2,525
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>2,525</b>	<b>—</b>	<b>2,525</b>	<b>2,525</b>
<b>Liabilities - Creditors: Amounts falling due after more than one year</b>						
Loans -	323,682	—	—	—	323,682	342,958
<b>Totals</b>	<b>323,682</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>323,682</b>	<b>342,958</b>
<b>Grand total</b>	<b>3,339,291</b>	<b>387,724</b>	<b>—</b>	<b>960,330</b>	<b>4,687,345</b>	<b>4,615,149</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Journals	Closing
<b>Samuel - M&amp;G Income Samuel At</b>							
Endowment	9,487	—	—	—	162	—	9,649
<b>Sub-total for Samuel</b>	<b>9,487</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>162</b>	<b>—</b>	<b>9,649</b>
<b>General - General fund</b>							
Unrestricted	3,318,266	201,213	167,962	(12,225)	—	—	3,339,291
<b>Sub-total for General</b>	<b>3,318,266</b>	<b>201,213</b>	<b>167,962</b>	<b>(12,225)</b>	<b>—</b>	<b>—</b>	<b>3,339,291</b>
<b>CMF - M&amp;G Accumulation Cyc</b>							
Designated	88,704	—	—	26,468	7,331	—	122,503
<b>Sub-total for CMF</b>	<b>88,704</b>	<b>—</b>	<b>—</b>	<b>26,468</b>	<b>7,331</b>	<b>—</b>	<b>122,503</b>
<b>ERF - CCLA Accumulation Ex</b>							
Designated	248,618	—	—	(14,052)	30,656	—	265,221
Endowment	—	—	—	299	(299)	—	—
<b>Sub-total for ERF</b>	<b>248,618</b>	<b>—</b>	<b>—</b>	<b>(13,753)</b>	<b>30,357</b>	<b>—</b>	<b>265,221</b>
<b>Blasson - CCLA Income Blasson</b>							
Designated	—	—	—	(126)	126	—	—
Restricted	—	191	—	(348)	157	—	—
Endowment	6,074	—	—	(15)	622	—	6,681
<b>Sub-total for Blasson</b>	<b>6,074</b>	<b>191</b>	<b>—</b>	<b>(490)</b>	<b>905</b>	<b>—</b>	<b>6,681</b>
<b>DAY - Day's 18-32</b>							
Endowment	314,000	—	—	—	—	—	314,000
<b>Sub-total for DAY</b>	<b>314,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>314,000</b>
<b>Atkinson - Atkinson Land 60-70</b>							
Designated	—	—	—	—	—	—	—
Endowment	630,000	—	—	—	—	—	630,000
<b>Sub-total for Atkinson</b>	<b>630,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>630,000</b>
<b>Grand total</b>	<b>4,615,149</b>	<b>201,404</b>	<b>167,962</b>	<b>—</b>	<b>38,755</b>	<b>—</b>	<b>4,687,345</b>

## Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	Total	
					This year	Last year

### INCOME AND ENDOWMENTS

#### Donations and legacies

Donations	—	—	—	—	—	225
Grants/Legacy's	400	—	—	—	400	1,000
<b>Total</b>	<b>400</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>400</b>	<b>1,225</b>

#### Income from charitable activities

WMC from residents, HB, UC	198,314	—	—	—	198,314	196,159
<b>Total</b>	<b>198,314</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>198,314</b>	<b>196,159</b>

#### Investments

Grazing Licence	510	—	—	—	510	510
Dividend CCLA 438480001AA	—	—	191	—	191	190
Blasson	—	—	—	—	—	—
Dividend M&G NAACIF	322	—	—	—	322	376
Caf Bank Interest	850	—	—	—	850	148
<b>Total</b>	<b>1,683</b>	<b>—</b>	<b>191</b>	<b>—</b>	<b>1,874</b>	<b>1,224</b>

**Other income**

Feed in Tariff	907	—	—	—	907	613
Refunds	(91)	—	—	—	(91)	133
Total	816	—	—	—	816	746
<b>INCOME TOTAL</b>	<b>201,213</b>	<b>—</b>	<b>191</b>	<b>—</b>	<b>201,404</b>	<b>199,353</b>

**EXPENDITURE****Expenditure on charitable activities**

ERF expenditure	10,644	—	—	—	10,644	—
SC Equipment Maintenance	9,219	—	—	—	9,219	2,756
CMF expenditure	22,189	—	—	—	22,189	25,049
Routine maintenance	22,860	—	—	—	22,860	15,078
SC Cleaning Atkinson's	1,984	—	—	—	1,984	1,363
SC Grounds Maintenance	10,782	—	—	—	10,782	4,786
SC Atkinson's Water LL	18	—	—	—	18	36
Void expenditure	3,721	—	—	—	3,721	5,622
SC Atkinson Electricity LL	1,975	—	—	—	1,975	1,728
SC Day's Electricity LL	213	—	—	—	213	178
SC Atkinson Phones(office,lift)	1,712	—	—	—	1,712	1,085
Lifeline Barnet Assist	—	—	—	—	—	777
Benefits to Residents	2,956	—	—	—	2,956	1,964
Salaried Staff	41,166	—	—	—	41,166	37,901
Staff training	635	—	—	—	635	1,329
Office & IT	1,222	—	—	—	1,222	3,304
St Margaret's SLA	275	—	—	—	275	300
Insurance	4,366	—	—	—	4,366	4,442
Subscriptions & fees	1,079	—	—	—	1,079	929
Loan Interest repayment	24,446	—	—	—	24,446	16,662
Legal,Professional & Trustee costs	4,978	—	—	—	4,978	161
Independent Examination Costs	1,524	—	—	—	1,524	1,527
Total	167,962	—	—	—	167,962	126,978
<b>EXPENDITURE TOTAL</b>	<b>167,962</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>167,962</b>	<b>126,978</b>
<b>GRAND TOTAL</b>	<b>33,251</b>	<b>—</b>	<b>191</b>	<b>—</b>	<b>33,442</b>	<b>72,376</b>

**DAY'S AND ATKINSON'S ALMSHOUSE CHARITY**

England & Wales - Charity number 212230

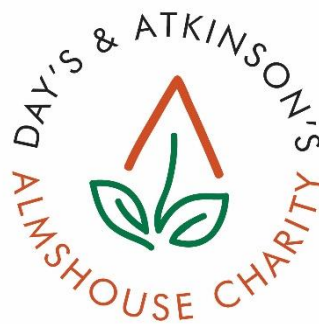
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# Accounts

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## **The Day's and Atkinson's Almshouse Charity**

Previously known as the Almshouse Charity Founded by Charles Day established 1842, and from 13<sup>th</sup> December 2005 incorporating The Almshouse Charity of Samuel Atkinson & Others, established 1680



a new lease of life

### **Trustees Annual Report and Financial Statements for the year ended 31<sup>st</sup> December 2022**

**Charity Number 212230**

## **Trustees' Report**

The trustees present their Report as part of the financial statements of the charity for the year ended 31<sup>st</sup> December 2022. The financial statements have been prepared based on FRS102 using the guidance included in the Statement of Recommended Practice "Accounting and Reporting by Charities" and comply with the charity's trust deed. Day's and Atkinson's Almshouse Charity is a charity registered with the Charity Commission under registration number 212230. It is member 706 of the National Association of Almshouses. It is also a Registered Provider of Social Housing registered with Homes England under registration number A4271.

### **1 Administrative Information**

#### **Trustees**

Rev Simon Rea (Chairman)  
Bridget Johnson (St Lawrence Little Stanmore incumbent's nominee)  
Cllr Nick Mearing-Smith (LB Barnet nominee)  
Cllr Lucy Wakeley (LB Barnet nominee)  
Peter Murphy (co-opted trustee)  
Catherine Taylor (co-opted trustee)  
Neil Price (co-opted trustee)

#### **Clerk to Trustees**

Mike Seaman (Clerk to the Trustees)

#### **Office**

Postal Address C/o St Margaret's Church, 1 Station Road, Edgware, HA8 7JE  
Telephone: 020 8952 4066  
Atkinson's Office Tel: 0208 238 1774  
Email: [admin@dandaalmshouses.org.uk](mailto:admin@dandaalmshouses.org.uk)

#### **Independent Examiner**

Kevin Ogilvie, Charity Bookkeeping & Examination Services, 13 Evelyngs Close, Hillingdon, Middlesex UB8 3LR. Tel: 07776 258763

#### **Bankers**

CAF Bank Ltd, 25 Kings Hill Ave, West Malling Kent, ME19 4JQ

### **2 Structure, Governance and Management**

#### **Organisation**

On 13<sup>th</sup> December 2005, the Charity Commission sealed a new scheme which incorporated the Almshouse Charities of Samuel Atkinson's and Others plus the William Blason Coal Charity into The Almshouses Founded by Charles Day and renamed the charity as the Day's and Atkinson's Almshouse Charity.

The Trustees are appointed according to the terms of the scheme's governing document, and they are listed above. In 2010 the Trustees agreed to increase the number of co-opted Trustees from three to four.

New trustees receive an induction pack that includes the 'Standards of Almshouse Management', policies and procedures, recent financial statements, and minutes. The clerk provides briefings on the governing instrument, statutory & legal requirements, the almshouses, finances, as well as a tour of the almshouses and meeting with residents.

Broadly speaking, the trustees retain oversight for finance, buildings and compliance with the law and delegate operational responsibility for carrying out their primary objectives to the staff.

### **Risk Management**

All significant activities undertaken are subject to a regular risk review. Major risks are identified and ranked in terms of their potential impact and likelihood. Major risks, for this purpose, are those that may have a significant effect on:

- Operational performance, including risks to personnel and residents.
- Achievement of our aims and objectives.
- Meeting the expectations of our residents.

The trustees review these risks on an on-going basis and satisfy themselves that adequate systems and procedures are in place to manage the risks identified. Where appropriate, risks are covered by insurance. In assessing risk, trustees recognise that some areas of work require the acceptance and management of risk if our key objectives are to be achieved.

### **3 Purpose & origins**

The Charity's objects are "the provision of housing accommodation for persons in financial hardship with preference given firstly to those residing in the ancient parishes of Edgware and Little Stanmore in the London Boroughs of Barnet and Harrow respectively, and secondly to those who are previous residents of these parishes; and such charitable purposes for the benefit of the residents as the trustees decide".

All residents are appointed by the Trustees on the basis of written applications and interviews with the Clerk and a Trustee. The London Borough of Barnet has nomination rights to 75% of Day's vacancies, 50% nomination rights of Atkinson's 1 bed vacancies and 100% nomination rights for 2 and 3 bed units.

The Charity's aims are to:

- preserve the historic tradition of almshouses.
- promote the wellbeing and independence of our residents.
- provide good quality housing.
- manage charitable resources effectively.

The current strategies for achieving these objectives are to:

- retain our small, independent status so that we know all our residents well.
- make use of the resources provided by the Almshouse Association, the Charity Commission, the Homes and Communities Agency and others as appropriate to ensure effective management.

## History

In 1801 Charles Day, in partnership with Benjamin Martin, established the renowned firm of boot-blackening manufacturers 'Day and Martin' of which he was the sole proprietor from 1808. He made a vast fortune for the times and after he died in 1836 his complicated will became the justification for Charles Dickens's case 'Jarndyce and Jarndyce' in his novel 'Bleak House'. Latterly, Charles Day had his country residence in Edgware.

In 1828 he bought land known as Hither Frog Pool on the 'Turnpike Road' in Edgware from All Soul's College, Oxford, and had eight one-roomed dwellings built for poor men and women of good character, with preference given to parishioners of Edgware and Little Stanmore. He administered them himself then set up a charity with five Trustees, including himself, by deed of gift on 28th April 1834. Day's almshouses was formally established in 1842, was registered with the Charity Commission in 1963 and the building was listed as Grade II in 1983.

They remained as single room dwellings with one communal toilet until 1957 when small bathrooms and kitchens were added at the back. Central heating was installed in the 1970s. In March 2003, a major refurbishment was completed involving a land swap with the London Borough of Barnet reducing the width of the site but increasing its depth to facilitate rear extensions with single bedrooms, store cupboards and shower rooms. Kitchen annexes were incorporated into the original living rooms. The refurbishment received a Patron's award from the National Association of Almshouses in 2004.

Atkinson's Almshouse Charity was established in 1680 following a legacy of £600 from Samuel Atkinson for the purchasing of land at Oakley, Buckinghamshire and building of four almshouses in Edgware at a cost of £240, plus their endowment through further land purchase. A further bequest in 1707 from one of the original Trustees led to the establishment of the Thomas Napier charity, which also endowed the almshouse charity through land purchase. A gift of land to Edgware Parish from a Mr Watts, received during his lifetime, resulted in the establishment of a third charity, the purpose of which is undocumented. The income was given in aid of the church and poor rates until 1820, when the Parish agreed it should in future be given to the almshouse charity. In 1878, the Harriet Hurst charity was founded with a bequest of Consolidated Bank Annuities 'for the purpose of the Edgware Old Almshouses'. These four charities were merged by a Charity Commission scheme sealed in 1897 to become the Almshouse Charities of Samuel Atkinson and Others, whose purpose was the provision of almshouses for poor persons of good character who have resided in the Ancient Parish of Edgware for not less than two years and the donation of a portion of the income, specifically £1.10s, of the charities for the benefit of such poor person's resident in Edgware (though not almspeople) as the Trustees thought fit. By this time, only the 4 almshouses and the land at Oakley remained in the charities' possession.

The original Atkinson's almshouses were destroyed by bombs in 1940 and rebuilt in 1957 as bedsits with one bathroom shared between two residents, becoming Nos 60-66 Stone Grove.

In 1943 the Margaret Abel Trust was founded by the will of Margaret Ann Abel for the building of two almshouses on the site owned by the Almshouse Charities to be known as the Abel Homes. These were completed in 1960 at a cost of £3,500 and became Nos 66-70 Stone Grove, two adjoining bedsits sharing a bathroom sited to the rear of Nos 60-66. The remaining £3,000 of the original 3.5% War Stock was used to further endow the Almshouse Charities.

In 1972 all six almshouses were altered so that each had its own bathroom but by 2010 they were in very poor condition. Acquisition of extra land and demolition of the original buildings made way for a major redevelopment to provide a three-storey block with 13 dwellings of which 7 are 2-bedroom and 6 are 1-bedroom flats as well as a pair of semi-detached houses which are 4-bedroom dwellings. The new buildings were completed in December 2011 and given a Patron's Award from the National Association of Almshouses in 2015.

### **Activities**

The principal activities of the Charity are the collection of the weekly maintenance contribution from residents, provision of low-level support to residents as required, upkeep of the fabric of the almshouses and appointment of new residents as vacancies arise.

### **Contribution of Volunteers**

The Charity relies on its trustees giving their time voluntarily to the charity.

## **4 Achievement and Performance**

### **Review of the Year**

In March 2022 the Charity was fortunate to be in the position to redeem one of the two loans from the Charity Bank. £95,096 was paid back to the bank.

The Covid pandemic that had affected the country throughout 2021 abated and life gradually returned to normal. The charity continued to work towards providing a real sense of community for our residents. This was enhanced by regular team meetings between members of staff and the Chair. Staff members returned to the office and Trustees meetings were held in the office as well as on Zoom.

The charity is mindful of the way COVID and austerity measures have affected residents' financial situations and well-being. We continue to offer help and support with benefit applications, drawing on both Bridget Johnson's wealth of experience in housing management and benefits and Catherine Taylor's general pastoral support. Food support continues through St Peter's Church (foodbank and Christmas Lunch on Jesus) and the charity also benefited from safeguarding support through their connections with the Diocese of London.

Cllr Linda Freedman left her position as a council-nominated Trustee during March 2022. The charity welcomed Cllr Lucy Wakeley to the Trustee Board in October following her induction according to the charity's policies and procedures.

In March 2022, the resident at flat 32 Stonegrove left owing the Charity £2669. Enquiries were made but efforts to find the person were fruitless. This means that the money must be written off. The vacant flat was advertised to prospective licensees via local Parish Churches and Barnet Council as has been custom and practice for many years. Applications were vetted, and interviews were held in accordance with the Charity procedure. An extraordinary Trustee meeting was held, and a new resident was selected, awarded a license, and moved in during April.

A Jubilee party for the residents was organised and held in June. The weather was warm, and residents enjoyed a buffet, hot and cold soft drinks outside in the garden with a palpable sense of community.

Rev Simon Rea, Catherine Taylor, Lachie Munro and Mike Seaman attended the Almshouse Association Members Day which was held in Wolverhampton in June. This provided an excellent networking opportunity as well as the chance to hear from other attendees and share experiences and gather practical information. This is part of our commitment to the professional development of staff. We are grateful for the help and advice we have been able to source through contacts with other almshouses (e.g. through the North London Regional meetings group) and the Almshouse Association.

It was decided to replace all four (central heating) boilers on the top floor of Atkinson's building. Scaffolding was necessary to access the flues. The boilers had more than ten years use, and this was more cost-effective than to replace single boilers at differing times. The work was carried out in October and gas safety certificates were duly issued.

A Christmas party for the residents was organised and held in December. Residents and Trustees attended and enjoyed a buffet, hot and cold soft drinks, enhancing the sense of shared community in the almshouses.

The charity continues to explore options around maximising the value of the historic grazing land at Hedges Farm because it has become a drain on resources rather than an asset as originally intended. We acknowledge the help of Peter Murphy whose expertise in residential development and planning matters has been proving invaluable. Our investigations on de-registration from the Register of Social Housing have been paused.

In line with The Almshouse Association recommendations, the beneficiary status of all adult (i.e. Over 18) residents continues to be reviewed and short-term licences for 3-year periods are being issued.

On behalf of the trustee board and residents, the Chair is most grateful for the continuing dedication and commitment of all members of staff.

### **Financial Review**

There was an overall surplus of £72,375 in 2022 compared to a surplus of £46,734 in 2021. The charity ended the year with net assets of £4,615,148 compared to last year's £4,570,933.

### **Insurance Policy**

The building insurance and Public Liability insurances are held with Grout Insurance and are reviewed annually to ensure cover is considered appropriate and the premium paid in December.

### **Reserves Policy**

The Cyclical Maintenance and Extraordinary Repair Funds are kept at such levels as the Trustees deem prudent to comply with The Almshouse Association guidance and likely future maintenance requirements.

### **Funding Sources**

The Charity's income derives from the residents' maintenance contribution, and approximately

50% of this comes from Housing Benefit or Universal Credit entitlements. The remaining income relates to monies from the feed-in tariff for electricity generated by the photovoltaic roof panels and in 2022 a small sum from the Grazing Licence income from land in Buckinghamshire.

### **Investment Policy & Performance**

A permanent endowment of the charity is held as the land on which all the 23 almshouses are situated as well as the two fields adjacent to Hedges Farm in Buckinghamshire.

Other assets are as follows: The Almshouse Association Common Investment Fund holds 10,743 income shares. The COIF Charities Ethical Investment Fund holds 2,219 units, the income from which is restricted to fuel expenditure.

The designated Extraordinary Repair Fund is held as accumulation units in a COIF Charities Ethical Investment Fund account. This account accumulates shares, and its value is therefore variable according to the current value of those shares. Transfers from the general fund are made into this account monthly. It currently holds 55,513 shares at a market value of £248,995 which represents a reduction of £13,939 from last year's figure of £262,934. This is due to difficult global market conditions during 2022.

The designated Cyclical Maintenance Fund is held as accumulation units in a M&G National Association of Almshouses Common Investment Accumulation Account. The fund is increased monthly in line with the recommendation of The Almshouse Association. As far as possible the cost of planned programme work is met from the general account and the transfer to CMF reduced commensurately if required. In March 2022 the Charity instructed M&G to sell units to the value of £95,000. This money was used to pay off one Charity Bank loan in full. The account currently holds 935 shares with a market value of £98,704, a reduction of £69,582 from last year's figure of £168,286.

The charity now has only one loan with The Charity Bank. At the end of 2022 a total of £342,957 was outstanding. Compared to 2021 where there were two loans totalling £460,598. One loan of £95,096 was redeemed in March this year.

At the end of the year the WMC arrears comprised late payments by some residents including those who receive Universal Credit paid in arrears and Housing Benefit 4 weekly payments which are also paid in arrears so overlap into the first month of the following year. At the end of the year there was an accumulation of arrears to the value of £3,690 compared to the previous year at £8,396.

The financial impact of the void property both in works on the property and the WMC lost was £2,948 compared to the previous year's figure of £7,312.

### **Value for Money**

The primary way in which the trustees ensure value for money is by investing in relationships, particularly between staff, contractors, and residents. This ensures mutual trust in that the residents feel they matter, that their concerns will be heard, and that staff understand which residents are most vulnerable therefore needing extra help from time to time.

In this approach, the trustees continue in the centuries' old culture of almshouse charities that have always gone the extra mile to ensure residents feel part of a valued community. Indeed, membership of The Almshouse Association is a second way in which the charity ensures value for money, as it means that we can be confident of staying abreast of legislative and other changes, and the best way of dealing with them. It also provides access to the West London Almshouse Group, an informal network of Almshouse Clerks who meet termly to share best practice and discuss current issues, many of which arise as email queries from one member of the group to all the others.

The charity also invests in the professional development of staff members through weekly Team meetings and by encouraging participation in training courses and regular appraisals.

## **5 Plans for Future Periods**

Our priority is to ensure the appropriate upkeep of all buildings to enable provision of good quality accommodation for our residents. Last year we saw the continuation of support during the pandemic. The continuation of all adult residents changing to short term 3-year licences will be completed as and when possible.

## **6 Statement of Trustees Responsibilities**

Charity law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently.
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent.
- state whether applicable accounting standards and statements of recommended practice have been followed.
- 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 which enable them to ensure that the financial statements comply with the Charities Act 2011, the Accounting Requirements for Registered Social Landlords and other relevant regulations. The Trustees have general responsibility for taking such steps as are reasonably open to it to safeguard the assets of the Charity and to prevent and detect fraud and other irregularities.

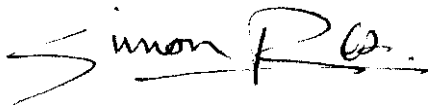
The Trustees acknowledge they are responsible for the Charity's system of internal control and that such a system can provide only reasonable and not absolute assurance against material misstatement or loss. They have established internal control procedures, which include weekly maintenance payments made by standing order, two signatures for all bank transactions, cash payments only accepted in return for a receipt and no payments except on production of an invoice. Accounts are reconciled monthly and reports showing performance against budget presented at each Trustees' meeting. The effectiveness of this system is regularly reviewed, and no weaknesses have been identified which have resulted in material losses, contingencies or uncertainties requiring disclosure in the financial statements.

**Statement of Disclosure of Information to Independent Examiners**

We, the Trustees who held office at the date of approval of these Financial Statements as set out above, each confirm, so far as we are aware, that:

There is no relevant information in relation to the collation of this report of which our examiner is unaware, and we have taken steps as trustees to ensure all relevant examination information has been provided to our independent examiner.

Approved by the trustees on the date stated below and signed on their behalf by:



REV SIMON REA, CHAIR

Dated...18/04/2023.....



CATHERINE TAYLOR, TRUSTEE

Dated...18/04/2023.....

## **Independent Examiner's Report to the Trustees of The Day's and Atkinson's Almshouse Charity**

I report on the accounts of the charity for the year ended 2022 which are set out on finance pages of the Annual Report.

### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

### **Basis of Independent Examiner's report**

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

### **Independent examiner's statement**

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie  
Charity Bookkeeping and Examination Services  
13 Evelyns Close,  
Hillingdon,  
Middlesex, UB8 3LR

28<sup>th</sup> April 2023



## Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>						
Donations and legacies	1,225	—	—	—	1,225	—
Income from charitable activities	196,159	—	—	—	196,159	188,709
Investments	1,035	—	190	—	1,224	1,161
Other income	746	—	—	—	746	887
<b>Total income</b>	<b>199,164</b>	<b>—</b>	<b>190</b>	<b>—</b>	<b>199,353</b>	<b>190,758</b>
<b>Expenditure on:</b>						
Expenditure on charitable activities	126,837	—	141	—	126,978	144,024
<b>Total expenditure</b>	<b>126,837</b>	<b>—</b>	<b>141</b>	<b>—</b>	<b>126,978</b>	<b>144,024</b>
Gains / losses on investment assets	—	(27,236)	(748)	(177)	(28,160)	57,248
<b>Net income / (expenditure) resources before transfer</b>	<b>72,327</b>	<b>(27,236)</b>	<b>(699)</b>	<b>(177)</b>	<b>44,215</b>	<b>103,982</b>
<b>Transfers</b>						
Gross transfers between funds - in	323,410	263,393	748	—	587,551	45,216
Gross transfers between funds - out	(263,393)	(323,361)	(48)	(748)	(587,551)	(45,216)
<b>Other recognised gains / losses</b>						
<b>Net movement in funds</b>	<b>132,344</b>	<b>(87,204)</b>	<b>—</b>	<b>(925)</b>	<b>44,215</b>	<b>103,982</b>
<b>Total funds brought forward</b>	<b>3,185,922</b>	<b>424,525</b>	<b>—</b>	<b>960,486</b>	<b>4,570,933</b>	<b>4,466,951</b>
<b>Total funds carried forward</b>	<b>3,318,266</b>	<b>337,322</b>	<b>—</b>	<b>959,561</b>	<b>4,615,149</b>	<b>4,570,933</b>

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Fixed assets - Heritage assets</b>						
Day's land 18-32 -	—	—	—	314,000	314,000	314,000
Atkinson's land 60-70 -	—	—	—	630,000	630,000	630,000
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>944,000</b>	<b>944,000</b>	<b>944,000</b>
<b>Fixed assets - Investments</b>						
M&G Samuel Atkinson Income A/C -	—	—	—	9,487	9,487	9,540
M&G Accumulation Cyclical Main Fund -	10,000	88,704	—	—	98,704	168,286
CCLA Blasson Income A/C -	—	—	—	6,074	6,074	6,946
CCLA Accumulation ERF -	—	248,618	—	—	248,618	261,855
<b>Totals</b>	<b>10,000</b>	<b>337,322</b>	<b>—</b>	<b>15,561</b>	<b>362,883</b>	<b>446,627</b>
<b>Fixed assets - Tangible assets</b>						
Day's buildings -	362,864	—	—	—	362,864	362,864
Atkinson's land 58 -	550,000	—	—	—	550,000	550,000
Atkinson's building (HE Loan) -	2,694,530	—	—	—	2,694,530	2,694,530
<b>Totals</b>	<b>3,607,394</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>3,607,394</b>	<b>3,607,394</b>
<b>Current assets - Cash at bank and in hand</b>						
CAFcash 12543 -	43,830	—	2,525	—	46,355	36,032
<b>Totals</b>	<b>43,830</b>	<b>—</b>	<b>2,525</b>	<b>—</b>	<b>46,355</b>	<b>36,032</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	2,525	—	2,525	2,525
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>2,525</b>	<b>—</b>	<b>2,525</b>	<b>2,525</b>
<b>Liabilities - Creditors: Amounts falling due after more than one year</b>						
Loans -	342,958	—	—	—	342,958	460,595
<b>Totals</b>	<b>342,958</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>342,958</b>	<b>460,595</b>
<b>Grand total</b>	<b>3,318,266</b>	<b>337,322</b>	<b>—</b>	<b>959,561</b>	<b>4,615,149</b>	<b>4,570,933</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Journals	Closing
<b>Pinnacles - Pinnacles Days</b>							
Designated	4,384	—	—	(4,384)	—	—	—
<b>Sub-total for Pinnacles</b>	<b>4,384</b>	<b>—</b>	<b>—</b>	<b>(4,384)</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Samuel - M&amp;G Income Samuel At</b>							
Endowment	9,540	—	—	—	(53)	—	9,487
<b>Sub-total for Samuel</b>	<b>9,540</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>(53)</b>	<b>—</b>	<b>9,487</b>
<b>General - General fund</b>							
Unrestricted	3,185,922	199,164	126,837	60,016	—	—	3,318,266
<b>Sub-total for General</b>	<b>3,185,922</b>	<b>199,164</b>	<b>126,837</b>	<b>60,016</b>	<b>—</b>	<b>—</b>	<b>3,318,266</b>
<b>CMF - M&amp;G Accumulation Cyc</b>							
Designated	158,286	—	—	(68,532)	(1,050)	—	88,704
<b>Sub-total for CMF</b>	<b>158,286</b>	<b>—</b>	<b>—</b>	<b>(68,532)</b>	<b>(1,050)</b>	<b>—</b>	<b>88,704</b>
<b>ERF - CCLA Accumulation Ex</b>							
Designated	261,855	—	—	12,948	(26,186)	—	248,618
<b>Sub-total for ERF</b>	<b>261,855</b>	<b>—</b>	<b>—</b>	<b>12,948</b>	<b>(26,186)</b>	<b>—</b>	<b>248,618</b>
<b>Blasson - CCLA Income Blasson</b>							
Designated	—	—	—	—	—	—	—
Restricted	—	190	141	699	(748)	—	—
Endowment	6,946	—	—	(748)	(124)	—	6,074
<b>Sub-total for Blasson</b>	<b>6,946</b>	<b>190</b>	<b>141</b>	<b>(48)</b>	<b>(872)</b>	<b>—</b>	<b>6,074</b>
<b>DAY - Day's 18-32</b>							
Endowment	314,000	—	—	—	—	—	314,000
<b>Sub-total for DAY</b>	<b>314,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>314,000</b>
<b>Atkinson - Atkinson Land 60-70</b>							
Designated	—	—	—	—	—	—	—
Endowment	630,000	—	—	—	—	—	630,000
<b>Sub-total for Atkinson</b>	<b>630,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>630,000</b>
<b>Grand total</b>	<b>4,570,933</b>	<b>199,353</b>	<b>126,978</b>	<b>—</b>	<b>(28,160)</b>	<b>—</b>	<b>4,615,149</b>

## Analysis of income and expenditure

	Unrestricted	Designated	Restricted	Endowment	Total This year	Last year
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### INCOME AND ENDOWMENTS

#### Donations and legacies

Donations	225	—	—	—	225	—
Grants/Legacy's	1,000	—	—	—	1,000	—
<b>Total</b>	<b>1,225</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,225</b>	<b>—</b>

#### Income from charitable activities

WMC from residents, HB, UC	196,159	—	—	—	196,159	188,709
<b>Total</b>	<b>196,159</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>196,159</b>	<b>188,709</b>

#### Investments

Grazing License	510	—	—	—	510	616
Dividend CCLA 438480001AA	—	—	190	—	190	187
Blasson	—	—	—	—	—	—
Dividend M&G NAACIF	376	—	—	—	376	355
Caf Bank Interest	148	—	—	—	148	4

Total	<b>1,035</b>	—	190	—	1,224	1,161
<b>Other income</b>						
Feed in Tariff	613	—	—	—	613	887
Refunds	133	—	—	—	133	—
Total	746	—	—	—	746	887
<b>INCOME TOTAL</b>	<b>199,164</b>	<b>—</b>	<b>190</b>	<b>—</b>	<b>199,353</b>	<b>190,758</b>

## EXPENDITURE

### Expenditure on charitable activities

SC Equipment Maintenance	2,756	—	—	—	2,756	4,776
CMF expenditure	25,049	—	—	—	25,049	38,219
Routine maintenance	15,078	—	—	—	15,078	17,436
SC Cleaning Atkinson's	1,363	—	—	—	1,363	3,960
SC Grounds Maintenance	4,786	—	—	—	4,786	3,520
SC Atkinson's Water LL	36	—	—	—	36	30
Void expenditure	5,622	—	—	—	5,622	4,933
SC Atkinson Electricity LL	1,587	—	141	—	1,728	1,439
SC Day's Electricity LL	178	—	—	—	178	192
SC Atkinson Phones(office,lift)	1,085	—	—	—	1,085	1,038
Lifeline Barnet Assist	777	—	—	—	777	1,081
Benefits to Residents	1,964	—	—	—	1,964	572
Salaried Staff	37,901	—	—	—	37,901	37,762
Staff training	1,329	—	—	—	1,329	119
Office & IT	3,304	—	—	—	3,304	2,134
St Margaret's SLA	300	—	—	—	300	300
Insurance	4,442	—	—	—	4,442	247
Subscriptions & fees	929	—	—	—	929	671
Loan Interest repayment	16,662	—	—	—	16,662	21,333
Legal, Professional & Trustee costs	161	—	—	—	161	2,760
Independent Examination Costs	1,527	—	—	—	1,527	1,500
Total	126,837	—	141	—	126,978	144,024
<b>EXPENDITURE TOTAL</b>	<b>126,837</b>	<b>—</b>	<b>141</b>	<b>—</b>	<b>126,978</b>	<b>144,024</b>
<b>GRAND TOTAL</b>	<b>72,327</b>	<b>—</b>	<b>48</b>	<b>—</b>	<b>72,376</b>	<b>46,734</b>

**DAY'S AND ATKINSON'S ALMSHOUSE CHARITY**

England & Wales - Charity number 212230

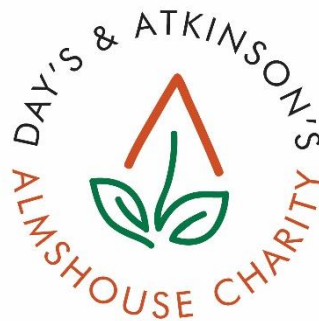
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# Accounts

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## **The Day's and Atkinson's Almshouse Charity**

Previously known as the Almshouse Charity Founded by Charles Day established 1842, and from 13<sup>th</sup> December 2005 incorporating The Almshouse Charity of Samuel Atkinson & Others, established 1680



a new lease of life

### **Trustees Annual Report and Financial Statements for the year ended 31<sup>st</sup> December 2021**

**Charity Number 212230**

# Trustees' Report

The trustees present their Report as part of the financial statements of the charity for the year ended 31<sup>st</sup> December 2021. The financial statements have been prepared based on FRS102 using the guidance included in the Statement of Recommended Practice "Accounting and Reporting by Charities" and comply with the charity's trust deed. Day's and Atkinson's Almshouse Charity is a charity registered with the Charity Commission under registration number 212230. It is member 706 of the National Association of Almshouses. It is also a Registered Provider of Social Housing registered with Homes England under registration number A4271.

## 1 Administrative Information

### Trustees

Rev Simon Rea (Chairman)  
Bridget Johnson (St Lawrence Little Stanmore incumbent's nominee)  
Cllr Nick Mearing-Smith (LB Barnet nominee)  
Cllr Linda Freedman (LB Barnet nominee)  
Peter Murphy (co-opted trustee)  
Catherine Taylor (co-opted trustee)  
Neil Price (co-opted trustee)

### Clerk to Trustees

Mike Seaman (Clerk to the Trustees)

### Office

Postal Address C/o St Margaret's Church, 1 Station Road, Edgware, HA8 7JE  
Telephone: 020 8952 4066  
Atkinson's Lounge Tel: 0208 238 1774  
Email: [admin@dandaalmshouses.org.uk](mailto:admin@dandaalmshouses.org.uk)

### Independent Examiner

Kevin Ogilvie, Charity Bookkeeping & Examination Services, 13 Evelyngs Close, Hillingdon, Middlesex UB8 3LR. Tel: 07776 258763

### Bankers

CAF Bank Ltd, 25 Kings Hill Ave, West Malling Kent, ME19 4JQ

## 2 Structure, Governance and Management

### Organisation

On 13<sup>th</sup> December 2005, the Charity Commission sealed a new scheme which incorporated the Almshouse Charities of Samuel Atkinson's and Others plus the William Blason Coal Charity into The Almshouses Founded by Charles Day and renamed the charity as the Day's and Atkinson's Almshouse Charity.

The Trustees are appointed according to the terms of the scheme's governing document and they are listed above. In 2010 the Trustees agreed to increase the number of co-opted Trustees from three to four..

New trustees receive an induction pack that includes the 'Standards of Almshouse Management', policies and procedures, recent financial statements, and minutes. The clerk provides briefings on the governing instrument, statutory & legal requirements, the almshouses, finances, as well as a tour of the almshouses and meeting with residents.

Broadly speaking, the trustees retain oversight for finance, buildings and compliance with the law and delegate operational responsibility for carrying out their primary objectives to the staff.

### **Risk Management**

All significant activities undertaken are subject to a regular risk review. Major risks are identified and ranked in terms of their potential impact and likelihood. Major risks, for this purpose, are those that may have a significant effect on:

- Operational performance, including risks to personnel and residents.
- Achievement of our aims and objectives.
- Meeting the expectations of our residents.

The trustees review these risks on an on-going basis and satisfy themselves that adequate systems and procedures are in place to manage the risks identified. Where appropriate, risks are covered by insurance. In assessing risk, trustees recognise that some areas of work require the acceptance and management of risk if our key objectives are to be achieved.

### **3 Purpose & origins**

The Charity's objects are "the provision of housing accommodation for persons in financial hardship with preference given firstly to those residing in the ancient parishes of Edgware and Little Stanmore in the London Boroughs of Barnet and Harrow respectively, and secondly to those who are previous residents of these parishes; and such charitable purposes for the benefit of the residents as the trustees decide".

All residents are appointed by the Trustees on the basis of written applications and interviews with the Clerk and a Trustee. The London Borough of Barnet has nomination rights to 75% of Day's vacancies, 50% nomination rights of Atkinson's 1 bed vacancies and 100% nomination rights for 2 and 3 bed units.

The Charity's aims are to:

- preserve the historic tradition of almshouses
- promote the wellbeing and independence of our residents
- provide good quality housing
- manage charitable resources effectively.

The current strategies for achieving these objectives are to:

- retain our small, independent status so that we know all our residents well
- make use of the resources provided by the Almshouse Association, the Charity Commission, the Homes and Communities Agency and others as appropriate to ensure effective management.

### **History**

In 1801 Charles Day, in partnership with Benjamin Martin, established the renowned firm of boot-blackening manufacturers 'Day and Martin' of which he was the sole proprietor from 1808. He made a vast fortune for the times and after he died in 1836 his complicated will became the model on which Charles Dickens based 'Jarndyce and Jarndyce' in his novel 'Bleak House'. Latterly, Charles Day had his country residence in Edgware.

In 1828 he bought land known as Hither Frog Pool on the 'Turnpike Road' in Edgware from All Soul's College, Oxford, and had eight one-roomed dwellings built for poor men and women of good character, with preference given to parishioners of Edgware and Little Stanmore. He administered them himself then set up a charity with five Trustees, including himself, by deed of gift on 28th April 1834. Day's almshouses was formally established in 1842, was registered with the Charity Commission in 1963 and the building was listed as Grade II in 1983.

They remained as single room dwellings with one communal toilet until 1957 when small bathrooms and kitchens were added at the back. Central heating was installed in the 1970s. In March 2003, a major refurbishment was completed involving a land swap with the London Borough of Barnet reducing the width of the site but increasing its depth to facilitate rear extensions with single bedrooms, store cupboards and shower rooms. Kitchen annexes were incorporated into the original living rooms. The refurbishment received a Patron's award from the National Association of Almshouses in 2004.

Atkinson's Almshouse Charity was established in 1680 following a legacy of £600 from Samuel Atkinson for the purchasing of land at Oakley, Buckinghamshire and building of four almshouses in Edgware at a cost of £240, plus their endowment through further land purchase. A further bequest in 1707 from one of the original Trustees led to the establishment of the Thomas Napier charity, which also endowed the almshouse charity through land purchase. A gift of land to Edgware Parish from a Mr Watts, received during his lifetime, resulted in the establishment of a third charity, the purpose of which is undocumented. The income was given in aid of the church and poor rates until 1820, when the Parish agreed it should in future be given to the almshouse charity. In 1878, the Harriet Hurst charity was founded with a bequest of Consolidated Bank Annuities 'for the purpose of the Edgware Old Almshouses'. These four charities were merged by a Charity Commission scheme sealed in 1897 to become the Almshouse Charities of Samuel Atkinson and Others, whose purpose was the provision of almshouses for poor persons of good character who have resided in the Ancient Parish of Edgware for not less than two years and the donation of a portion of the income, specifically £1 10s, of the charities for the benefit of such poor person's resident in Edgware (though not almspeople) as the Trustees thought fit. By this time, only the 4 almshouses and the land at Oakley remained in the charities' possession.

The original Atkinson's almshouses were destroyed by bombs in 1940 and rebuilt in 1957 as bedsits with one bathroom shared between two residents, becoming Nos 60-66 Stone Grove.

In 1943 the Margaret Abel Trust was founded by the will of Margaret Ann Abel for the building of two almshouses on the site owned by the Almshouse Charities to be known as the Abel Homes. These were completed in 1960 at a cost of £3,500 and became Nos 66-70 Stone Grove, two adjoining bedsits sharing a bathroom sited to the rear of Nos 60-66. The remaining £3,000 of the original 3.5% War Stock was used to further endow the Almshouse Charities.

In 1972 all six almshouses were altered so that each had its own bathroom but by 2010 they were in very poor condition. Acquisition of extra land and demolition of the original buildings made way for a major redevelopment to provide a three-storey block with 13 dwellings of which 7 are 2-bedroom and 6 are 1-bedroom flats as well as a pair of semi-detached houses which are 4-bedroom dwellings. The new buildings were completed in December 2011 and given a Patron's Award from the National Association of Almshouses in 2015.

### **Activities**

The principal activities of the Charity are the collection of the weekly maintenance contribution from residents, provision of low-level support to residents as required, upkeep of the fabric of the almshouses and appointment of new residents as vacancies arise.

## **Contribution of Volunteers**

The Charity relies on its trustees giving their time voluntarily to the charity.

## **4 Achievement and Performance**

### **Review of the Year**

Due to the pandemic that affected the country as a whole throughout 2021, the charity continued to work towards providing a real sense of community for our residents. This was enhanced by regular team meetings between members of staff and the Chair. Staff members either worked from home or went into the office as appropriate. Residents were informed that only essential maintenance would be carried out on their units. The Risk Register was updated to show the new procedures implemented. One change was to the cleaning provision, as the charity had agreed to increase the role of the cleaner to wipe down all handles and handrails every day. This procedure has now ceased. The charity had very few COVID-19 cases during 2021. The residents were given food each week which was donated to the Stonegrove Project and the Chair, Rev Simon Rea, organised regular delivery of the food to the site from St Peter's food bank and their partner charity My Yard. The residents organised themselves to make sure each flat had a carrier bag of food given to them. The trustees would again like to acknowledge the commitment of the staff team and their work during this difficult time.

Cllr Sarah Wardle left her position as a council-nominated Trustee during May 2021 and we welcomed Cllr Nick Mearing-Smith to the Trustee Board following his induction according to the charity's policies and procedures.

Lachie Munro oversaw the renovation of the Pinnacles at Day's Almshouse, which is a Grade II listed building. Work commenced in July and was completed in October. The project came in under budget and has enhanced both the safety and aesthetic of the building. The trustees are grateful for Lachie's extra work on this project.

Helen Burns (Finance and Admin Clerk) resigned her post and left the charity in August 2021 to move with her family to Devon. We thank Helen for her work at the Almshouses. Following advertisement locally through networks and nationally through the Almshouse Association and a rigorous interview, she was replaced by Mike Seaman who initially worked alongside Helen. Mike was given the title Clerk to The Trustees when he joined in March 2021 and has demonstrated competence in and commitment to the post for which the trustees thank him.

In September, the Chair of Trustees, Reverend Simon Rea, took two months study leave in his role as Vicar and Reverend Francis Adu-Boachie as Rector of Edgware parish and ex officio Chair, took over role the Chair for this period. The trustees wish to thank Francis for this.

In September 2021, Mrs Joan Baker, a resident, left flat 7, Atkinson's Almshouse to move to Devon. Following a thorough clean and refit, the property was re-let to the resident in flat10 thus downsizing to a single bed property. Flat 10 was then subject to full clean and decoration.

Flat 10 (2 bedroom) was advertised to prospective licensees via local Parish Churches and Barnet Council. Applications were vetted, and interviews held in accordance with the Charity procedure. An extraordinary Trustee meeting was held in December and a new resident was selected, awarded a license, and moved in during December 2021.

During 2021 the Charity decided to move forward on three major projects:

1. The sale of grazing land at Hedges Farm
2. The de-registration from the Register of Social Housing
3. Reduction of the loans from The Charity Bank.

In line with The Almshouse Association recommendations, the beneficiary status of all adult (i.e. Over 18) residents continues to be reviewed and short-term licences for 3-year periods are being issued. Target is December 2022 for completion.

## **Financial Review**

**There was an overall surplus of £46,734 compared to a surplus of £71,916 in 2020.**

The reduction in the overall surplus was due to several extraordinary expenses which are listed below:

- Paying wages in tandem to Helen Burns and Mike Seaman for 5 months
- PAT and Electrical testing for all 23 dwellings
- Ventilation testing
- Renovation of the Pinnacles at Day's Almshouses  
Decoration and repairs to 2 flats due to one licensee moving out and another downsizing into the vacant flat.
- The charity ended the year with net assets of **£4,466,951** compared to last year's **£4,378,029**.

## **Insurance Policy**

The building insurance and Public Liability insurances are held with Grout Insurance and are reviewed annually to ensure cover is considered appropriate and the premium paid in December.

## **Reserves Policy**

The Cyclical Maintenance and Extraordinary Repair Funds are kept at such levels as the Trustees deem prudent to comply with The Almshouse Association guidance and likely future maintenance requirements.

## **Funding Sources**

The Charity's income derives from the residents' maintenance contribution, and just over 50% of this comes from Housing Benefit or Universal Credit entitlements. The remaining income relates to monies from the feed-in tariff for electricity generated by the photovoltaic roof panels and in 2020 a small sum from the Grazing Licence income from land in Buckinghamshire.

## **Investment Policy & Performance**

The permanent endowment of the charity is held as the land on which all the 23 almshouses are situated as well as the two fields in the farm in Buckinghamshire. Expertise has been sought from a valuer and a solicitor in this matter because the rent from the fields is less than the legal expenses currently associated with them following the death of the former tenant. This means that the fields have become a drain on the charity's resources rather than sustaining our charitable aims.

Other assets are as follows: The Almshouse Association Common Investment Fund holds 10,743 income shares. The COIF Charities Ethical Investment Fund holds 2,219.44 units, the income from which is restricted to fuel expenditure.

The designated Extraordinary Repair Fund is held as accumulation units in a COIF Charities Ethical Investment Fund account. This account accumulates shares, and its value is therefore variable

according to the current value of those shares. Transfers from the general fund are made into this account monthly. It currently holds 52,705.25 shares at a market value of £262,934.30 which represents an increase of £51,202.74

The designated Cyclical Maintenance Fund is held as accumulation units in a M&G National Association of Almshouses Common Investment Accumulation Account. The fund is increased monthly in line with the recommendation of The Almshouse Association. As far as possible the cost of planned programme work is met from the general account and the transfer to CMF reduced commensurately if required. It currently holds 1,607.263 shares at a market value of £168,286.05. Due to the high cost of maintenance and repairs (Pinnacles, voids and electrical testing), £10,000 was transferred from the CMF fund to the General Fund, to top-up the daily current account. The investment performed reasonably well and showed an increase of £34,947.43 from last years figure of £133,338.62.

The charity has two loans with Charity Bank. At the end of 2021 a total of £460,598.21 was outstanding. Loan 1 = £365,299.93 and Loan 2 = £95,298.28.

At the end of the year the WMC arrears comprised late payments by some residents including those who receive Universal Credit paid in arrears and Housing Benefit 4 weekly payments which are also paid in arrears so overlap into the first month of the following year. During the year there was an accumulation of arrears to the value of £ 8396.74.

The financial impact of the void property both in works on the property and the WMC lost was £7312.51.

### **Value for Money**

The primary way in which the trustees ensure value for money is by investing in relationships, particularly between staff, contractors, and residents. This ensures mutual trust in that the residents feel they matter, that their concerns will be heard, and that staff understand which residents are most vulnerable therefore needing extra help from time to time.

In this approach, the trustees continue in the centuries' old culture of almshouse charities that have always gone the extra mile to ensure residents feel part of a valued community. Indeed, membership of The Almshouse Association is a second way in which the charity ensures value for money, as it means that we can be confident of staying abreast of legislative and other changes, and the best way of dealing with them. It also provides access to the West London Almshouse Group, an informal network of Almshouse Clerks who meet termly to share best practice and discuss current issues, many of which arise as email queries from one member of the group to all the others.

The charity also invests in the professional development of staff members through weekly Team meetings and by encouraging participation in training courses and regular appraisals.

## **5 Plans for Future Periods**

Our priority is to ensure the appropriate upkeep of all buildings to enable provision of good quality accommodation for our residents. Last year we saw the continuation of support during the pandemic. The continuation of all adult residents changing to short term 3-year licences will be completed as and when possible.

## **6 Statement of Trustees Responsibilities**

Charity law requires the Trustees to prepare financial statements for each year which give a true

and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed
- 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 which enable them to ensure that the financial statements comply with the Charities Act 2011, the Accounting Requirements for Registered Social Landlords and other relevant regulations. The Trustees have general responsibility for taking such steps as are reasonably open to it to safeguard the assets of the Charity and to prevent and detect fraud and other irregularities.

The Trustees acknowledge they are responsible for the Charity's system of internal control and that such a system can provide only reasonable and not absolute assurance against material misstatement or loss. They have established internal control procedures, which include weekly maintenance payments made by standing order, two signatures for all bank transactions, cash payments only accepted in return for a receipt and no payments except on production of an invoice. Accounts are reconciled monthly and reports showing performance against budget presented at each Trustees' meeting. The effectiveness of this system is regularly reviewed, and no weaknesses have been identified which have resulted in material losses, contingencies or uncertainties requiring disclosure in the financial statements.


### **Statement of Disclosure of Information to Independent Examiners**

We, the Trustees who held office at the date of approval of these Financial Statements as set out above, each confirm, so far as we are aware, that:

There is no relevant information in relation to the collation of this report of which our examiner is unaware, and we have taken steps as trustees to ensure all relevant examination information has

been provided to our independent examiner.

Approved by the trustees on the date stated below and signed on their behalf by:



REV SIMON REA, CHAIR

Dated

22 March 2022



C ATHERINE TAYLOR, TRUSTEE

Dated

22 March 2022

### **Independent Examiner's Report to the Trustees of The Day's and Atkinson's Almshouse Charity**

I report on the accounts of the charity for the year ended 2021 which are set out on finance pages of the Annual Report.

#### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

#### **Basis of Independent Examiner's report**

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

#### **Independent examiner's statement**

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie  
 Charity Bookkeeping and Examination Services  
 13 Evelyns Close,  
 Hillingdon,  
 Middlesex,  
 UB8 3LR

28<sup>th</sup> March 2022



## Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>						
Donations and legacies	—	—	—	—	—	1,000
Income from charitable activities	188,709	—	—	—	188,709	193,614
Investments	974	—	187	—	1,161	1,204
Other income	887	—	—	—	887	623
<b>Total income</b>	<b>190,571</b>	<b>—</b>	<b>187</b>	<b>—</b>	<b>190,758</b>	<b>196,441</b>
<b>Expenditure on:</b>						
Expenditure on charitable activities	127,221	16,616	187	—	144,024	124,525
<b>Total expenditure</b>	<b>127,221</b>	<b>16,616</b>	<b>187</b>	<b>—</b>	<b>144,024</b>	<b>124,525</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>63,350</b>	<b>(16,616)</b>	<b>—</b>	<b>—</b>	<b>46,734</b>	<b>71,916</b>
<b>Transfers</b>						
Gross transfers between funds - in	—	45,216	—	—	45,216	42,216
Gross transfers between funds - out	(39,216)	(6,000)	—	—	(45,216)	(42,216)
<b>Other recognised gains / losses</b>						
Gains / losses on investment assets	—	55,855	—	1,393	57,248	17,006
<b>Net movement in funds</b>	<b>24,134</b>	<b>78,455</b>	<b>—</b>	<b>1,393</b>	<b>103,982</b>	<b>88,922</b>
<b>Total funds brought forward</b>	<b>3,161,788</b>	<b>346,070</b>	<b>—</b>	<b>959,093</b>	<b>4,466,951</b>	<b>4,378,029</b>
<b>Total funds carried forward</b>	<b>3,185,922</b>	<b>424,525</b>	<b>—</b>	<b>960,486</b>	<b>4,570,933</b>	<b>4,466,951</b>

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Fixed assets - Heritage assets</b>						
Day's land 18-32 -	—	—	—	314,000	314,000	314,000
Atkinson's land 60-70 -	—	—	—	630,000	630,000	630,000
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>944,000</b>	<b>944,000</b>	<b>944,000</b>
<b>Fixed assets - Investments</b>						
M&G Samuel Atkinson Income A/C -	—	—	—	9,540	9,540	8,983
M&G Accumulation Cyclical Main Fund -	—	168,286	—	—	168,286	133,339
CCLA Blasson Income A/C -	—	—	—	6,946	6,946	6,110
CCLA Accumulation ERF -	—	261,855	—	—	261,855	211,732
<b>Totals</b>	<b>—</b>	<b>430,141</b>	<b>—</b>	<b>16,486</b>	<b>446,627</b>	<b>360,163</b>
<b>Fixed assets - Tangible assets</b>						
Day's buildings -	362,864	—	—	—	362,864	362,864
Atkinson's land 58 -	550,000	—	—	—	550,000	550,000
Atkinson's building (HE Loan) -	2,694,530	—	—	—	2,694,530	2,694,530
<b>Totals</b>	<b>3,607,394</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>3,607,394</b>	<b>3,607,394</b>
<b>Current assets - Cash at bank and in hand</b>						
CAFcash 12543 -	39,123	(5,616)	2,525	—	36,032	42,339
<b>Totals</b>	<b>39,123</b>	<b>(5,616)</b>	<b>2,525</b>	<b>—</b>	<b>36,032</b>	<b>42,339</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	2,525	—	2,525	1,315
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>2,525</b>	<b>—</b>	<b>2,525</b>	<b>1,315</b>
<b>Liabilities - Creditors: Amounts falling due after more than one year</b>						
Loans -	460,595	—	—	—	460,595	485,630
<b>Totals</b>	<b>460,595</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>460,595</b>	<b>485,630</b>
<b>Grand total</b>	<b>3,185,922</b>	<b>424,525</b>	<b>—</b>	<b>960,486</b>	<b>4,570,933</b>	<b>4,466,951</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Pinnacles - Pinnacles Days</b>						
Designated	21,000	—	16,616	—	—	4,384
<b>Sub-total for Pinnacles</b>	<b>21,000</b>	<b>—</b>	<b>16,616</b>	<b>—</b>	<b>—</b>	<b>4,384</b>
<b>Samuel - M&amp;G Income Samuel At</b>						
Endowment	8,983	—	—	—	556	9,540
<b>Sub-total for Samuel</b>	<b>8,983</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>556</b>	<b>9,540</b>
<b>General - General fund</b>						
Unrestricted	3,161,788	190,571	127,221	(39,216)	—	3,185,922
<b>Sub-total for General</b>	<b>3,161,788</b>	<b>190,571</b>	<b>127,221</b>	<b>(39,216)</b>	<b>—</b>	<b>3,185,922</b>

<b>CMF - M&amp;G Accumulation Cyc</b>							
Designated		113,339	—	—	26,268	18,679	158,286
	<b>Sub-total for CMF</b>	<b>113,339</b>	<b>—</b>	<b>—</b>	<b>26,268</b>	<b>18,679</b>	<b>158,286</b>
<b>ERF - CCLA Accumulation Ex</b>							
Designated		211,732	—	—	12,948	37,176	261,855
	<b>Sub-total for ERF</b>	<b>211,732</b>	<b>—</b>	<b>—</b>	<b>12,948</b>	<b>37,176</b>	<b>261,855</b>
<b>Blasson - CCLA Income Blasson</b>							
Designated		—	—	—	—	—	—
Restricted		—	187	187	—	—	—
Endowment		6,110	—	—	—	836	6,946
	<b>Sub-total for Blasson</b>	<b>6,110</b>	<b>187</b>	<b>187</b>	<b>—</b>	<b>836</b>	<b>6,946</b>
<b>DAY - Day's 18-32</b>							
Endowment		314,000	—	—	—	—	314,000
	<b>Sub-total for DAY</b>	<b>314,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>314,000</b>
<b>Atkinson - Atkinson Land 60-70</b>							
Designated		—	—	—	—	—	—
Endowment		630,000	—	—	—	—	630,000
	<b>Sub-total for Atkinson</b>	<b>630,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>630,000</b>
	<b>Grand total</b>	<b>4,466,951</b>	<b>190,758</b>	<b>144,024</b>	<b>—</b>	<b>57,248</b>	<b>4,570,933</b>

## Analysis of income and expenditure

		<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	<u>This year</u>	<u>Last year</u>
<b>INCOME AND ENDOWMENTS</b>								
<b>Donations and legacies</b>								
Grants/Legacy's		—	—	—	—	—	—	1,000
	<b>Total</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>1,000</b>
<b>Income from charitable activities</b>								
WMC from residents,HB, UC		188,709	—	—	—	188,709	188,709	193,614
	<b>Total</b>	<b>188,709</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>188,709</b>	<b>188,709</b>	<b>193,614</b>
<b>Investments</b>								
Grazing Licence		616	—	—	—	616	616	616
Dividend CCLA 438480001AA		—	—	187	—	187	187	182
Blasson		—	—	—	—	—	—	—
Dividend M&G NAACIF		355	—	—	—	355	355	376
Interest Gold		4	—	—	—	4	4	30
	<b>Total</b>	<b>974</b>	<b>—</b>	<b>187</b>	<b>—</b>	<b>1,161</b>	<b>1,161</b>	<b>1,204</b>
<b>Other income</b>								
Feed in Tariff		887	—	—	—	887	887	623
	<b>Total</b>	<b>887</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>887</b>	<b>887</b>	<b>623</b>
	<b>INCOME TOTAL</b>	<b>190,571</b>	<b>—</b>	<b>187</b>	<b>—</b>	<b>190,758</b>	<b>190,758</b>	<b>196,441</b>

## EXPENDITURE

### Expenditure on charitable activities

SC Equipment Maintenance	4,776	—	—	—	4,776	5,062
CMF expenditure	21,603	16,616	—	—	38,219	15,833
Routine maintenance	17,436	—	—	—	17,436	20,412
SC Cleaning Atkinson's	3,960	—	—	—	3,960	4,094
SC Grounds Maintenance	3,520	—	—	—	3,520	2,905
SC Atkinson's Water LL	30	—	—	—	30	38
Void expenditure	4,933	—	—	—	4,933	7,242
SC Atkinson Electricity LL	1,252	—	187	—	1,439	1,380
SC Day's Electricity LL	192	—	—	—	192	205
SC Atkinson Phones(office,lift)	1,038	—	—	—	1,038	1,496
Bank Charges	—	—	—	—	—	60
Lifeline Barnet Assist	1,081	—	—	—	1,081	880
Benefits to Residents	572	—	—	—	572	713
Salaried Staff	37,762	—	—	—	37,762	33,527
Staff training	119	—	—	—	119	150
Office & IT	2,134	—	—	—	2,134	622
St Margaret's SLA	300	—	—	—	300	600
Insurance	247	—	—	—	247	3,497
Subscriptions & fees	671	—	—	—	671	1,111
Loan Interest repayment	21,333	—	—	—	21,333	22,514
Legal,Professional & Trustee costs	2,760	—	—	—	2,760	685
Independent Examination Costs	1,500	—	—	—	1,500	1,500
Total	127,221	16,616	187	—	144,024	124,525
<b>EXPENDITURE TOTAL</b>	<b>127,221</b>	<b>16,616</b>	<b>187</b>	<b>—</b>	<b>144,024</b>	<b>124,525</b>
<b>GRAND TOTAL</b>	<b>63,350</b>	<b>(16,616)</b>	<b>—</b>	<b>—</b>	<b>46,734</b>	<b>71,916</b>

**DAY'S AND ATKINSON'S ALMSHOUSE CHARITY**

England & Wales - Charity number 212230

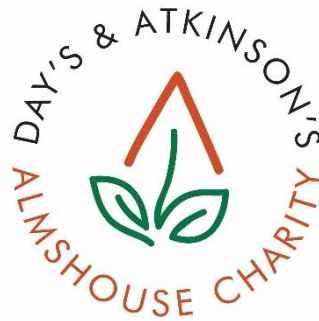
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# Accounts

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## **The Day's and Atkinson's Almshouse Charity**

Previously known as the Almshouse Charity Founded by Charles Day established 1842, and from 13<sup>th</sup> December 2005 incorporating The Almshouse Charity of Samuel Atkinson & Others, established 1680



a new lease of life

### **Trustees Annual Report and Financial Statements for the year ended 31<sup>st</sup> December 2020**

**Charity Number 212230**

## Trustees' Report

The trustees present their Report as part of the financial statements of the charity for the year ended 31<sup>st</sup> December 2020. The financial statements have been prepared based on FRS102 using the guidance included in the Statement of Recommended Practice "Accounting and Reporting by Charities" and comply with the charity's trust deed. Day's and Atkinson's Almshouse Charity is a charity registered with the Charity Commission under registration number 212230. It is member 706 of the National Association of Almshouses. It is also a Registered Provider of Social Housing registered with Homes England under registration number A4271.

### 1 Administrative Information

#### Trustees

Rev Simon Rea (Chairman)  
Bridget Johnson (St Lawrence Little Stanmore incumbent's nominee)  
Cllr Brian Gordon (LB Barnet nominee) (Passed away September 2020)  
Cllr Sarah Wardle (LB Barnet nominee) (Joined October 2020)  
Cllr Linda Freedman (LB Barnet nominee)  
Peter Murphy (co-opted trustee)  
Catherine Taylor (co-opted trustee)  
Neil Price (co-opted trustee)

#### Clerk to Trustees

Helen Burns (Finance & Admin Clerk)

#### Office

Postal Address C/o St Margaret's Church, 1 Station Road, Edgware, HA8 7JE  
Telephone: 020 8952 4066  
Atkinson's Lounge Tel: 0208 238 1774  
Email: [admin@dandaalmshouses.org.uk](mailto:admin@dandaalmshouses.org.uk)

#### Independent Examiner

Kevin Ogilvie, Charity Bookkeeping & Examination Services, 13 Evelyngs Close, Hillingdon, Middlesex UB8 3LR. Tel: 07776 258763

#### Bankers

CAF Bank Ltd, 25 Kings Hill Ave, West Malling Kent, ME19 4JQ

### 2 Structure, Governance and Management

#### Organisation

On 13<sup>th</sup> December 2005, the Charity Commission sealed a new scheme which incorporated the Almshouse Charities of Samuel Atkinson's and Others plus the William Blason Coal Charity into The Almshouses Founded by Charles Day and renamed the charity as the Day's and Atkinson's Almshouse Charity.

The Trustees are appointed according to the terms of the scheme's governing document and they are listed above. In 2010 the Trustees agreed to increase the number of co-opted Trustees from three to four and in 2015 the trustees confirmed the appointment of Neil Price who is both a Chartered Accountant and a direct descendant of Charles Day.

New trustees receive an induction pack that includes the 'Standards of Almshouse Management', policies and procedures, recent financial statements, and minutes. The clerk provides briefings on the governing instrument, statutory & legal requirements, the almshouses, finances, as well as a tour of the almshouses and meeting with residents.

Broadly speaking, the trustees retain oversight for finance, buildings and compliance with the law and delegate operational responsibility for carrying out their primary objectives to the clerk.

### **Risk Management**

All significant activities undertaken are subject to a regular risk review. Major risks are identified and ranked in terms of their potential impact and likelihood. Major risks, for this purpose, are those that may have a significant effect on:

- Operational performance, including risks to personnel and residents.
- Achievement of our aims and objectives.
- Meeting the expectations of our residents.

The trustees review these risks on an on-going basis and satisfy themselves that adequate systems and procedures are in place to manage the risks identified. Where appropriate, risks are covered by insurance. In assessing risk, trustees recognise that some areas of work require the acceptance and management of risk if our key objectives are to be achieved.

### **3 Purpose & origins**

The Charity's objects are "the provision of housing accommodation for persons in financial hardship with preference given firstly to those residing in the ancient parishes of Edgware and Little Stanmore in the London Boroughs of Barnet and Harrow respectively, and secondly to those who are previous residents of these parishes; and such charitable purposes for the benefit of the residents as the trustees decide".

All residents are appointed by the Trustees on the basis of written applications and interviews with the Clerk and a Trustee. The London Borough of Barnet has nomination rights to 75% of Day's vacancies, 50% nomination rights of Atkinson's 1 bed vacancies and 100% nomination rights for 2 and 3 bed units.

The Charity's aims are to:

- preserve the historic tradition of almshouses.
- promote the wellbeing and independence of our residents.
- provide good quality housing.
- manage charitable resources effectively.

The current strategies for achieving these objectives are to:

- retain our small, independent status so that we know all our residents well.

- 

make use of the resources provided by the National Association of Almshouses, the Charity Commission, the Homes and Communities Agency and others as appropriate to ensure effective management.

## History

In 1801 Charles Day, in partnership with Benjamin Martin, established the renowned firm of boot-blackening manufacturers 'Day and Martin' of which he was the sole proprietor from 1808. He made a vast fortune for the times and after he died in 1836 his complicated will became the model on which Charles Dickens based 'Jarndyce and Jarndyce' in his novel 'Bleak House'. Latterly, Charles Day had his country residence in Edgware.

In 1828 he bought land known as Hither Frog Pool on the 'Turnpike Road' in Edgware from All Soul's College, Oxford, and had eight one-roomed dwellings built for poor men and women of good character, with preference given to parishioners of Edgware and Little Stanmore. He administered them himself then set up a charity with five Trustees, including himself, by deed of gift on 28th April 1834. Day's almshouses was formally established in 1842, was registered with the Charity Commission in 1963 and the building was listed as Grade II in 1983.

They remained as single room dwellings with one communal toilet until 1957 when small bathrooms and kitchens were added at the back. Central heating was installed in the 1970s. In March 2003, a major refurbishment was completed involving a land swap with the London Borough of Barnet reducing the width of the site but increasing its depth to facilitate rear extensions with single bedrooms, store cupboards and shower rooms. Kitchen annexes were incorporated into the original living rooms. The refurbishment received a Patron's award from the National Association of Almshouses in 2004.

Atkinson's Almshouse Charity was established in 1680 following a legacy of £600 from Samuel Atkinson for the purchasing of land at Oakley, Buckinghamshire and building of four almshouses in Edgware at a cost of £240, plus their endowment through further land purchase. A further bequest in 1707 from one of the original Trustees led to the establishment of the Thomas Napier charity, which also endowed the almshouse charity through land purchase. A gift of land to Edgware Parish from a Mr Watts, received during his lifetime, resulted in the establishment of a third charity, the purpose of which is undocumented. The income was given in aid of the church and poor rates until 1820, when the Parish agreed it should in future be given to the almshouse charity. In 1878, the Harriet Hurst charity was founded with a bequest of Consolidated Bank Annuities 'for the purpose of the Edgware Old Almshouses'. These four charities were merged by a Charity Commission scheme sealed in 1897 to become the Almshouse Charities of Samuel Atkinson and Others, whose purpose was the provision of almshouses for poor persons of good character who have resided in the Ancient Parish of Edgware for not less than two years and the donation of a portion of the income, specifically £1 10s, of the charities for the benefit of such poor person's resident in Edgware (though not almspeople) as the Trustees thought fit. By this time, only the 4 almshouses and the land at Oakley remained in the charities' possession.

The original Atkinson's almshouses were destroyed by bombs in 1940 and rebuilt in 1957 as bedsits with one bathroom shared between two residents, becoming Nos 60-66 Stone Grove.

In 1943 the Margaret Abel Trust was founded by the will of Margaret Ann Abel for the building of two almshouses on the site owned by the Almshouse Charities to be known as the Abel Homes. These were completed in 1960 at a cost of £3,500 and became Nos 66-70 Stone Grove, two adjoining bedsits sharing a bathroom sited to the rear of Nos 60-66. The remaining £3,000 of the original 3.5% War Stock was used to further endow the Almshouse Charities.

In 1972 all six almshouses were altered so that each had its own bathroom but by 2010 they were in very poor condition. Acquisition of extra land and demolition of the original buildings made way for a major redevelopment to provide a three-storey block with 13 dwellings of which 7 are 2-bedroom and 6 are 1-bedroom flats as well as a pair of semi-detached houses which are 4-bedroom dwellings. The new buildings were completed in December 2011 and given a Patron's Award from the National Association of Almshouses in 2015.

### **Activities**

The principal activities of the Charity are the collection of the weekly maintenance contribution from residents, provision of low-level support to residents as required, upkeep of the fabric of the almshouses and appointment of new residents as vacancies arise.

### **Contribution of Volunteers**

The Charity relies on its trustees giving their time voluntarily to the charity.

## **4 Achievement and Performance**

### **Review of the Year**

Due to the pandemic that affected the country as a whole throughout 2020, the charity continued to work towards providing a real sense of community for our residents. This was enhanced by regular team meetings between members of staff and the Chair on a weekly Conference Call. Staff members either worked from home or went into the office as needed. Residents were informed that only essential maintenance would be carried out on their units. The Risk Register was updated to show the new procedures implemented. The major change was to the Cleaning provision, as the charity agreed to increase the role of the cleaner to wipe down all handles and hand rails every day. The charity had no COVID-19 cases during 2020. The residents were given food each week which was donated to the Stonegrove Project and the Chair, Rev Simon Rea, organised regular delivery of the food to the site from the St Peter's and Stonegrove Community Trust food bank projects. The residents organised themselves to make sure each flat had a carrier bag of food given to them. The trustees would like to acknowledge the commitment of the staff team and their work during this difficult time.

In September, the Chair of Trustees, Reverend Simon Rea, took two months study leave in his role as Vicar and Reverend Francis Adu-Boachie as Rector of Edgware parish and ex officio Chair, took over role the Chair for this period. The trustees wish to thank him for this.

It was with sadness that a long term Trustee and Barnet Council nominee, Cllr Brian Gordon, passed away in September. We welcomed Cllr Sarah Wardle, to the Trustee Board in October following her induction according to the charity's policies and procedures.

In June 2020, a resident left Day's Almshouses and was rehoused by Barnet Homes. After a considerable clean and refit, the property was re let to a new resident in September.

Following the quinquennial inspection in late 2018, and the subsequent report, the windows at Day's were repaired and repainted in 2020. Barnet planning department and an architect had met with the charity in 2019 and the Bath & Wells Cathedral Stonemasons surveyed the Pinnacles

and gave a quote for repairing in 2020. The Trustees are seeking two more quotes before deciding further action.

The Trustees had, in 2019, engaged the services of a valuer to value the Buckinghamshire farmlands and establish a Grazing Licence with the existing farmer following the death of his aunt, the previous long-term tenant in 2018. The Grazing Licence was renewed for a second year in May 2020 and the charity received the rent. The 2019 Licence rent was used to pay for the services of the solicitor.

In addition, in 2019, a solicitor was engaged to look into changing the charity scheme to enable the sale of the Buckinghamshire farmlands because they had become a financial liability rather than an asset and were causing costs, rather than benefiting the charity. Due to COVID-19 there was no further movement on the sale of the land or the change of the Charity Scheme.

In line with National Association of Almshouses recommendations, the beneficiary status of all adult (i.e. Over 18) residents continues to be reviewed and short-term licences for 3-year periods are being used. However, in 2020 only one review could take place before Lockdown.

### **Financial Review**

**There was an overall surplus of £71,916 compared to a surplus of £65,165 in 2019.**

The charity ended the year with net assets of £4,466,951 compared to last year's £4,378,029.

### **Insurance Policy**

The building insurance and Public Liability insurances are held with Grout Insurance and are reviewed annually to ensure cover is considered appropriate and the premium paid in December. Trustees confirmed increase of the public liability insurance.

### **Reserves Policy**

The Cyclical Maintenance and Extraordinary Repair Funds are kept at such levels as the Trustees deem prudent to comply with National Association of Almshouses guidance and likely future maintenance requirements. A transfer from the general fund of £4000 per year specifically designated for major works to the Pinnacles at Days was continued during 2020.

### **Funding Sources**

The Charity's income derives from the residents' maintenance contribution, and just over 50% of this comes from Housing Benefit or Universal Credit entitlements. The remaining income relates to monies from the feed-in tariff for electricity generated by the photovoltaic roof panels and in 2020 a small sum from the Grazing Licence income from land in Buckinghamshire.

### **Investment Policy & Performance**

The permanent endowment of the charity is held as the land on which all the 23 almshouses are sited as well as the two fields in the farm in Buckinghamshire. Expertise has been sought from a valuer and a solicitor in this matter.

Other assets are as follows: The National Association of Almshouses Common Investment Fund

holds 10,743 income shares; The COIF Charities Ethical Investment Fund holds 2,219.44 units, the income from which is restricted to fuel expenditure.

The designated Extraordinary Repair Fund is held as accumulation units in a COIF Charities Ethical Investment Fund account. This account accumulates shares, and its value is therefore variable according to the current value of those shares. Transfers from the general fund are made into this account monthly. It currently holds 49,865 shares at a market value of £211,732.

The designated Cyclical Maintenance Fund is held as accumulation units in a M&G National Association of Almshouses Common Investment Accumulation Account. The fund is increased monthly in line with the recommendation of the National Association of Almshouses. As far as possible the cost of planned programme work is met from the general account and the transfer to CMF reduced commensurately if required. It currently holds 1,443.574 shares at a market value of £133,339.

The charity has two loans with Charity Bank. At the end of 2020 a total of £485,630 was outstanding.

At the end of the year the WMC arrears comprised late payments by some residents including those who receive Universal Credit paid in arrears and Housing Benefit 4 weekly payments which are also paid in arrears so overlap into the first month of the following year. As a result of the pandemic, one resident lost his job and others have reduced payment towards their arrears. During the year there was an accumulation of arrears to the value of £ 6,298.

The financial impact of the void property both in works on the property and the WMC lost was £9,522.11.

### **Value for Money**

The primary way in which the trustees ensure value for money is by investing in relationships, particularly between staff, contractors, and residents. This ensures mutual trust in that the residents feel they matter, that their concerns will be heard, and that staff understand which residents are most vulnerable therefore needing extra help from time to time.

In this approach, the trustees continue in the centuries' old culture of almshouse charities that have always gone the extra mile to ensure residents feel part of a valued community. Indeed, membership of the National Almshouse Association is a second way in which the charity ensures value for money, as it means that we can be confident of staying abreast of legislative and other changes, and the best way of dealing with them. It also provides access to the West London Almshouse Group, an informal network of Almshouse Clerks who meet termly to share best practice and discuss current issues, many of which arise as email queries from one member of the group to all the others.

## **5 Plans for Future Periods**

Our priority is to ensure the appropriate upkeep of all buildings to enable provision of good quality accommodation for our residents. This year will see the continuation of support during the pandemic. The works on the Pinnacles at Day's will be carried out after more quotes have been received. The change of scheme for the Charity to enable the sale of the farmland, to be completed. Continuation of all adult residents changing to short term 3 year licences will be completed as and when possible.

## **6 Statement of Trustees Responsibilities**

Charity law requires the Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, for that period. In preparing those financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently
- observe the methods and principles in the Charities SORP
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards and statements of recommended practice have been followed
- 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 which enable them to ensure that the financial statements comply with the Charities Act 2011, the Accounting Requirements for Registered Social Landlords and other relevant regulations. The Trustees have general responsibility for taking such steps as are reasonably open to it to safeguard the assets of the Charity and to prevent and detect fraud and other irregularities.

The Trustees acknowledge they are responsible for the Charity's system of internal control and that such a system can provide only reasonable and not absolute assurance against material misstatement or loss. They have established internal control procedures, which include weekly maintenance payments made by standing order, two signatures for all bank transactions, cash payments only accepted in return for a receipt and no payments except on production of an invoice. Accounts are reconciled monthly and reports showing performance against budget presented at each Trustees' meeting. The effectiveness of this system is regularly reviewed, and no weaknesses have been identified which have resulted in material losses, contingencies or uncertainties requiring disclosure in the financial statements.

## Statement of Disclosure of Information to Independent Examiners

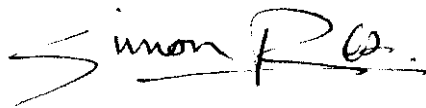
We, the Trustees who held office at the date of approval of these Financial Statements as set out above, each confirm, so far as we are aware, that:

There is no relevant information in relation to the collation of this report of which our examiner is unaware, and we have taken steps as trustees to ensure all relevant examination information has been provided to our independent examiner.


Approved by the trustees on the date stated below and signed on their behalf by:

DATE: 1<sup>st</sup> April 2021

SIMON REA, CHAIR

A handwritten signature in black ink that reads "Simon Rea". The signature is written in a cursive style with a large initial 'S' and a horizontal line underlining the name.

CATHERINE TAYLOR, TRUSTEE

A handwritten signature in black ink that reads "C Taylor". The signature is written in a cursive style with a large initial 'C' and a horizontal line underlining the name.

## **Independent Examiner's Report to the Trustees of The Day's and Atkinson's Almshouse Charity**

I report on the accounts of the charity for the year ended 2020 which are set out on finance pages of the Annual Report.

### **Respective Responsibilities of Trustees and Examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act);
- To follow the procedures laid down in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the 2011 Act); and
- To state whether particular matters have come to my attention.

### **Basis of Independent Examiner's report**

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

### **Independent examiner's statement**

*Since the gross income for the year exceeds the amount provided in section 145(3) of the Act, I confirm that I am qualified to act as Independent Examiner under the provisions of that section of the Act and that my qualification is as shown below.*

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

- 1 which gives me reasonable cause to believe that in any material respect the requirements
  - to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Kevin Ogilvie  
Charity Bookkeeping and Examination Services  
13 Evelyns Close,  
Hillingdon,  
Middlesex,  
UB8 3LR

1<sup>st</sup> April 2021



## Statement of Financial Activities

	Unrestricted funds	Designated funds	Restricted funds	Endowment funds	Total funds	Prior year total funds
<b>Income and endowments from:</b>						
Donations and legacies	—	1,000	—	—	1,000	—
Income from charitable activities	193,614	—	—	—	193,614	186,236
Investments	1,022	—	182	—	1,204	1,295
Other income	623	—	—	—	623	637
<b>Total income</b>	<b>195,258</b>	<b>1,000</b>	<b>182</b>	<b>—</b>	<b>196,441</b>	<b>188,168</b>
<b>Expenditure on:</b>						
Expenditure on charitable activities	124,342	—	182	—	124,525	123,003
<b>Total expenditure</b>	<b>124,342</b>	<b>—</b>	<b>182</b>	<b>—</b>	<b>124,525</b>	<b>123,003</b>
<b>Net income / (expenditure) resources before transfer</b>	<b>70,916</b>	<b>1,000</b>	<b>—</b>	<b>—</b>	<b>71,916</b>	<b>65,165</b>
<b>Transfers</b>						
Gross transfers between funds - in	—	42,216	—	—	42,216	41,084
Gross transfers between funds - out	(38,216)	(4,000)	—	—	(42,216)	(41,084)
<b>Other recognised gains / losses</b>						
Gains / losses on investment assets	—	17,368	—	(362)	17,006	48,020
<b>Net movement in funds</b>	<b>32,700</b>	<b>56,584</b>	<b>—</b>	<b>(362)</b>	<b>88,922</b>	<b>113,185</b>
<b>Total funds brought forward</b>	<b>3,129,088</b>	<b>289,486</b>	<b>—</b>	<b>959,455</b>	<b>4,378,029</b>	<b>4,264,844</b>
<b>Total funds carried forward</b>	<b>3,161,788</b>	<b>346,070</b>	<b>—</b>	<b>959,093</b>	<b>4,466,951</b>	<b>4,378,029</b>
<b>Represented by</b>						
<b>Unrestricted</b>						
General fund	3,161,788	—	—	—	3,161,788	3,129,088
<b>Designated</b>						
CCLA Extraordinary Repair	—	211,732	—	—	211,732	180,374
M&G NAACIF Cyclical Maintenance	—	113,339	—	—	113,339	93,112
Pinnacles Days	—	21,000	—	—	21,000	16,000
<b>Endowment</b>						
Atkinson Land 60-70 Endowment	—	—	—	630,000	630,000	630,000
CCLA Blasson Endowment	—	—	—	6,110	6,110	5,746
Day's 18-32	—	—	—	314,000	314,000	314,000
M&G NAACIF Samuel Atkinson Endowment	—	—	—	8,983	8,983	9,708

## Statement of assets and liabilities

	General	Designated	Restricted	Endowment	This year	Last year
<b>Fixed assets - Heritage assets</b>						
Day's land 18-32 -	—	—	—	314,000	314,000	314,000
Atkinson's land 60-70 -	—	—	—	630,000	630,000	630,000
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>944,000</b>	<b>944,000</b>	<b>944,000</b>
<b>Fixed assets - Investments</b>						
M&G (NAACIF) Income Fund -	—	—	—	8,983	8,983	9,708
M&G(NAACIF) Cyclical Main Fund -	—	133,339	—	—	133,339	109,112
CCLA Income Fund Blasson -	—	—	—	6,110	6,110	5,746
CCLA Extraordinary Repair Fund -	—	211,732	—	—	211,732	180,374
<b>Totals</b>	<b>—</b>	<b>345,070</b>	<b>—</b>	<b>15,093</b>	<b>360,163</b>	<b>304,941</b>
<b>Fixed assets - Tangible assets</b>						
Day's buildings -	362,864	—	—	—	362,864	362,864
Atkinson's land 58 -	550,000	—	—	—	550,000	550,000
Atkinson's building -	2,694,530	—	—	—	2,694,530	2,694,530
<b>Totals</b>	<b>3,607,394</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>3,607,394</b>	<b>3,607,394</b>
<b>Current assets - Cash at bank and in hand</b>						
CAFcash 12543 -	40,024	1,000	1,315	—	42,339	32,381
<b>Totals</b>	<b>40,024</b>	<b>1,000</b>	<b>1,315</b>	<b>—</b>	<b>42,339</b>	<b>32,381</b>
<b>Liabilities - Agency accounts</b>						
Agency collections -	—	—	1,315	—	1,315	1,215
<b>Totals</b>	<b>—</b>	<b>—</b>	<b>1,315</b>	<b>—</b>	<b>1,315</b>	<b>1,215</b>
<b>Liabilities - Creditors: Amounts falling due after more than one year</b>						
Loans -	485,630	—	—	—	485,630	509,473
<b>Totals</b>	<b>485,630</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>485,630</b>	<b>509,473</b>
<b>Grand total</b>	<b>3,161,788</b>	<b>346,070</b>	<b>—</b>	<b>959,093</b>	<b>4,466,951</b>	<b>4,378,029</b>

## Fund movement by type

	Opening	Incoming	Outgoing	Transfers	Gains/losses	Closing
<b>Pinnacles - Pinnacles Days</b>						
Designated	16,000	1,000	—	4,000	—	21,000
<b>Sub-total for Pinnacles</b>	<b>16,000</b>	<b>1,000</b>	<b>—</b>	<b>4,000</b>	<b>—</b>	<b>21,000</b>
<b>Samuel - M&amp;G NAACIF Samuel At</b>						
Endowment	9,708	—	—	—	(725)	8,983
<b>Sub-total for Samuel</b>	<b>9,708</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>(725)</b>	<b>8,983</b>
<b>General - General fund</b>						
Unrestricted	3,129,088	195,258	124,342	(38,216)	—	3,161,788
<b>Sub-total for General</b>	<b>3,129,088</b>	<b>195,258</b>	<b>124,342</b>	<b>(38,216)</b>	<b>—</b>	<b>3,161,788</b>
<b>CMF - M&amp;G NAACIF Cyclical</b>						
Designated	93,112	—	—	21,616	(1,390)	113,339
<b>Sub-total for CMF</b>	<b>93,112</b>	<b>—</b>	<b>—</b>	<b>21,616</b>	<b>(1,390)</b>	<b>113,339</b>
<b>ERF - CCLA Extraordinary R</b>						
Designated	180,374	—	—	12,600	18,757	211,732
<b>Sub-total for ERF</b>	<b>180,374</b>	<b>—</b>	<b>—</b>	<b>12,600</b>	<b>18,757</b>	<b>211,732</b>
<b>Blasson - CCLA Blasson Endowme</b>						
Designated	—	—	—	—	—	—
Restricted	—	182	182	—	—	—
Endowment	5,746	—	—	—	363	6,110
<b>Sub-total for Blasson</b>	<b>5,746</b>	<b>182</b>	<b>182</b>	<b>—</b>	<b>363</b>	<b>6,110</b>
<b>DAY - Day's 18-32</b>						
Endowment	314,000	—	—	—	—	314,000
<b>Sub-total for DAY</b>	<b>314,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>314,000</b>
<b>Atkinson - Atkinson Land 60-70</b>						
Designated	—	—	—	—	—	—
Endowment	630,000	—	—	—	—	630,000
<b>Sub-total for Atkinson</b>	<b>630,000</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>630,000</b>
<b>Old - Atkin</b>						
Designated	—	—	—	—	—	—
<b>Sub-total for Old</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>	<b>—</b>
<b>Grand total</b>	<b>4,378,029</b>	<b>196,441</b>	<b>124,525</b>	<b>—</b>	<b>17,005</b>	<b>4,466,951</b>

## Analysis of income and expenditure

	<u>Unrestricted</u>	<u>Designated</u>	<u>Restricted</u>	<u>Endowment</u>	<u>Total</u>	
					<u>This year</u>	<u>Last year</u>
<b>INCOME AND ENDOWMENTS</b>						
<b>Donations and legacies</b>						
1112 - Grants/Legacy's	—	1,000	—	—	1,000	—
Total	—	1,000	—	—	1,000	—
<b>Income from charitable activities</b>						
1120 - WMC from residents,HB, UC	193,614	—	—	—	193,614	186,236
Total	193,614	—	—	—	193,614	186,236
<b>Investments</b>						
1150 - Grazing Licence	616	—	—	—	616	700
1152 - Dividend CCLA 438480001AA Blasson	—	—	182	—	182	178
1153 - Dividend M&G NAACIF	376	—	—	—	376	376
1154 - Interest Gold	30	—	—	—	30	41
Total	1,022	—	182	—	1,204	1,295
<b>Other income</b>						
1110 - Feed in Tariff	623	—	—	—	623	637
Total	623	—	—	—	623	637
<b>INCOME TOTAL</b>	<b>195,258</b>	<b>1,000</b>	<b>182</b>	<b>—</b>	<b>196,441</b>	<b>188,168</b>

## EXPENDITURE

### Expenditure on charitable activities

1324 - SC Equipment Maintenance	5,062	—	—	—	5,062	6,400
1326 - CMF expenditure	15,833	—	—	—	15,833	16,093
1330 - Routine maintenance	20,412	—	—	—	20,412	15,213
1332 - SC Cleaning Atkinson's	4,094	—	—	—	4,094	2,781
1334 - SC Grounds Maintenance	2,905	—	—	—	2,905	5,240
1340 - SC Atkinson's Water LL	38	—	—	—	38	37
1341 - Void expenditure	7,242	—	—	—	7,242	—
1345 - SC Atkinson Electricity LL	1,198	—	182	—	1,380	1,202
1346 - SC Day's Electricity LL	205	—	—	—	205	144
1348 - SC Atkinson Phones(office,lift)	1,496	—	—	—	1,496	1,134
1350 - Bank Charges	60	—	—	—	60	60
1352 - Lifeline Barnet Assist	880	—	—	—	880	704
1354 - Benefits to Residents	713	—	—	—	713	257
1362 - Salaried Staff	33,527	—	—	—	33,527	37,517
1366 - Staff training	150	—	—	—	150	366
1370 - Office & IT	622	—	—	—	622	2,616
1372 - St Margaret's SLA	600	—	—	—	600	3,000
1374 - Insurance	3,497	—	—	—	3,497	3,490
1376 - Subscriptions	1,111	—	—	—	1,111	792
1378 - Loan Interest repayment	22,514	—	—	—	22,514	23,465
1380 - Legal,Professional & Trustee costs	685	—	—	—	685	990
1382 - Independent Examination Costs	1,500	—	—	—	1,500	1,500
Total	124,342	—	182	—	124,525	123,003
<b>EXPENDITURE TOTAL</b>	<b>124,342</b>	<b>—</b>	<b>182</b>	<b>—</b>	<b>124,525</b>	<b>123,003</b>
<b>GRAND TOTAL</b>	<b>70,916</b>	<b>1,000</b>	<b>—</b>	<b>—</b>	<b>71,916</b>	<b>65,165</b>