

Charity number: 213213

The Hospital of Sir John Hawkins, Knight, in Chatham

Unaudited

Trustees' report and financial statements

for the year ended 28 February 2025

The Hospital of Sir John Hawkins, Knight, in Chatham

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The Hospital of Sir John Hawkins, Knight, in Chatham

Reference and administrative details of the Charity, its Trustees and Advisers for the year ended 28 February 2025

Trustees

Maj N Wood, Vice Chairman (resigned 12 June 2025)³
Brig P H Gilbert, Chair of Welfare and Admissions Committee³
Lt Cdr S Small RNR, Chairman³
Cdre B Bryant, Representative of the Lord High Admiral of the United Kingdom¹
Capt S M Gobbi MA LLB, Appointed by Corporation of Trinity House²
Dr M L Morgan, Appointed by Lord Bishop of Rochester²
Mr C H Reynolds, Chair of Premises Committee. Appointed by Royal Naval Benevolent Trust²
Mrs P Lowton, Chair of Finance and General Purposes Committee³
Lt Col A. Pick (resigned 6 March 2024)²
Mr J P O'Kane (appointed 1 February 2024)²
Mr J Gamp, Vice Chairman and Member of Finance and General Purposes Committees³
Mr D Jarrett, Member of Finance and General Purposes and Premises Committees (appointed 14 June 2024)³

- ¹ Ex-Officio Governors
² Nominated Governors
³ Co-Optative Governors

Charity registered number 213213

Principal office High Street
Chatham
Kent
ME4 4EW

Deputy Governor Ms K Miller

Website address www.hawkinshospital.org

Accountants Kreston Reeves LLP
Maritime Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QZ

The Hospital of Sir John Hawkins, Knight, in Chatham

**Reference and administrative details of the Charity, its Trustees and Advisers (continued)
for the year ended 28 February 2025**

Bankers	NatWest Bank PLC PO Box 166 40 High Street Rochester Kent ME1 1LJ
Solicitors	DGB Solicitors LLP The Captain's House Central Avenue Pembroke Chatham Maritime Kent ME4 4UF
Investment Managers	Charles Stanley & Co. Limited 55 Bishopsgate London EC2N 3AS CCLA Senator House 85 Queen Victoria Street London EC4V 4ET
Independent Examiners	Samantha Rouse FCCA DChA Kreston Reeves LLP Maritime Place, Quayside Chatham Maritime, Chatham Kent, ME4 4QZ

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report for the year ended 28 February 2025

The Trustees present their annual report together with the financial statements of the Charity for the year from 1 March 2024 to 28 February 2025.

Objectives and activities

a. Policies and objectives

The purpose of the Charity is to provide almshouse accommodation for the relief of needy and disabled mariners and shipwrights in service of the realm. The 1983 Scheme, as amended, extends the class of beneficiaries to needy or disabled persons who have served either in the Royal Navy, the Royal Marines, the Women's Royal Naval Service, the Queen Alexandra's Royal Naval Nursing Service, the Army, the Royal Air Force or who have served and have been mobilised for active service in any of the Reserve Forces or bodies or who have been employed in any of Her Majesty's Dockyards or Naval Bases directly on the construction, maintenance, re fitting or repair of Her Majesty's ships and vessels or have served in the Royal Fleet Auxiliary or British Merchant Navy.

There have been no changes to the objects in the year.

In setting objectives and planning for activities, the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

Achievements and performance

a. Review of activities

Despite the COVID alert status having been downgraded by HMG to endemic within the general population most of our beneficiaries are within the "at risk" category and continue to be encouraged to take up COVID booster vaccinations along with seasonal flu, pneumonia and shingles as and when offered by their general practitioners.

Advice on general health matters and precautions is a regular item within the hospitals newsletter which is sent out to residents four times per year. It is also a topic of conversation in the quarterly duty governor meeting with beneficiaries.

Cost of Living/Energy Costs:

The Governors have continued the very generous charitable discount of the valuations provided by the government's valuation office (discussed elsewhere) and most beneficiaries have their WMC funded by local authority benefit payments. Energy prices have now stabilised, and the Governors have not been approached for any additional support. Most pensioner beneficiaries are receiving a range of benefits that address their needs.

Decisions taken in previous years to upgrade loft insulation continue to provide lasting benefits. Beneficiaries have remained comfortable throughout what proved to be a relatively cold winter period.

Governors have continued to encourage beneficiaries to engage with the appropriate authorities to ensure that they are receiving appropriate levels of benefit for their circumstances. Offers of support have been made to those who find it difficult to navigate the online claims system

Our beneficiaries managed well throughout the relatively cold winter with individual combi boilers providing effective central heating to each flat.

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report (continued) for the year ended 28 February 2025

Achievements and performance (continued)

Maintenance:

General –

- a. Buildings remain in a good state of general repair other than routine repairs and maintenance throughout the year. Flat 5 was fully redecorated following an earlier water leak from a pipe located in the loft. This was achieved whilst the flat stood empty and while the Governors advertised for a couple with a naval background. Flat 7 was redecorated following a death at the end of the last reporting period.
- b. The quinquennial survey of the property was carried out in December 2023. In general terms the buildings remain in sound condition and most recommendations are upgrading as opposed to essential remedial actions. The recommended fire safety audit and risk assessment has been completed and the Governors let a contract for the design and installation of a more effective fire detection and warning system. This completed the immediate action item from the risk assessment process. Other important but less urgent matters will be dealt with in the year ahead with detailed inspection and technical specifications being provided by specialists. This will form phase two of Project 450, phase one the installation of a new fire alarm system at a cost of in excess of £30K having already been achieved at the end of the reporting year.

Improvements –

- a. Following receipt of the quinquennial survey report the Governors have assessed the actions recommended and established outline costs. The Governors are committed to addressing the recommendations at every level and are clear from early costings that the overall cost will be somewhere in the region of £400K to £500K. This is not a sum that the Governors have readily at hand, and it is clear to them that significant fund raising will be required. The Governors are now preparing a plan which has been dubbed Project 450 and will seek to raise the necessary capital through donations and grants. To support that process, as was the case in 1983, the Governors will seek to co-opt two additional Governors (allowed within the terms of our Statutory Instrument) for the lifetime of the project with the express purpose of leading the fund-raising appeal. To that end, an approach has already been made to the Rt Hon. Kelly Tolhurst, former MP for the area and she has generously agreed. A second person is being actively sought.
- b. As mentioned above a contract was let at the end of the reporting period for the design and installation of a comprehensive fire alarm system to replace the existing. This is a substantial upgrade to meet changes to legislation and good practice. The works have been completed at a cost of in excess of £30K which has been met from the funds of the Charity as their commitment to Project 450. The alarm system includes an automatic dial out to link with the emergency services.
- c. Enabling electrical works have been completed in advance of the installation of the fire alarm system.
- d. The electrical supply main armoured cable from the rising supply board to the sub board to the board room has been replaced following an age generated fault. This work was essential to maintain electrical site safety and continuity of supply.
- e. Routine replacement of white goods has continued as necessary throughout the reporting period and there has been a programme of routine planned preventative maintenance implemented throughout the year.
- f. Demand led responsive maintenance has been carried out in a timely and effective manner.
- g. Annual landlord gas safe checks have been completed in year.
- h. PAT testing has been conducted across the whole site.
- i. Routine fire alarm testing has been carried out throughout the year and where defective detector heads have been identified these have been immediately replaced. The new fire alarm system is supported by a six-monthly inspection and maintenance contract in the same way as the previous system.

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report (continued) for the year ended 28 February 2025

Achievements and performance (continued)

- j. External door painting has continued to be a problem with sun related degradation and poor adhesion of modern products on historic structures. We believe that we have found a reasonable solution for most of the door structures and an ongoing programme of painting has been commenced in this reporting year and will follow on into the next.
- k. Arrangements are in hand for the five yearly testing of the rising electrical supply and infrastructure which becomes due just after the end of this reporting period.

Raising Awareness –

- a. General: The consolidated programme to raise the profile of the hospital has continued apace with support from national sponsors and funding from local government.
- b. The Governors continue to support the National Garden Scheme and the open weekend remains popular with a very good footfall of visitors. The cream teas offered were once again very popular and sold out on both days.
- c. The two Heritage Weekends were once again very well attended with visitors from all over the Southeast of England. As with the Open Garden weekend, cream teas are a vital attraction. Visitors are very appreciative of the opportunity to visit the hospital, and this is witnessed by the positive comments recorded in the visitors book.
- d. It was reported last year that the hospital has benefited from the Council's review of the Chatham Intra area and in particular the heritage zone of which we are at the epicentre. The review document went out to consultation with positive publicity that it importantly provided a road map for protecting and developing the area in keeping with its many historic buildings. This has been particularly important in preventing a grossly overbearing development of the land adjacent to the hospital. I can report that during this reporting year the review document was placed before the Council Cabinet and was unanimously adopted (Council Decision Reference 43/2024) This is a vital protection against previously proposed mass high rise development on the land directly next to the hospital that had been the subject of two rejected planning applications and many objections including from the Governors and more importantly from Historic England. Any future proposed development will have to be in keeping with the historic ambience and architectural design of the heritage zone.
- e. The Council's interest in Chatham Intra has permitted them to continue to fund events locally and as the hospital is prominently placed it has benefited from both publicity and interest.
- f. His Majesty the King, as Lord High Admiral and Governor by Right, put in train a review of Royal Patronages previously held by her late Majesty Queen Elizabeth II. Her late Majesty was both a Governor by Right and Royal Patron of the Hospital. During the reporting period we were informed of His Majesty's gracious wish that Royal Patronage would continue, and this would be in the person of Her Royal Highness the Princess Royal. The Governors are most appreciative of his Majesty's gift and that of Her Royal Highness in agreeing to be Patron.
- g. The Governors have continued the programme of briefings, particularly to those who provide nominee governors to the board and to supportive organisations who are seen as beneficial to the charity.

Collective Action:

The hospital continues to support and benefits from its membership of the Canterbury based East Kent Consortium of Almshouses. This has proved a very useful forum and small almshouses, such as the hospital, gain significant expert advice from the professional managers who run larger charitable entities.

More locally, there are four sets of almshouses in the Medway catchment. The hospital has been pivotal in setting up informal meetings and this has continued on a quarterly basis to share ideas, experiences and solutions to common problems.

The Hospital is a corporate member of the Rochester Society and the Chatham Intra Consortium.

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report (continued) for the year ended 28 February 2025

Achievements and performance (continued)

Impact Statement:

The Hospital of Sir John Hawkins, Knight, in Chatham, continues its founder's charitable objective by providing comfortable and secure housing for service veterans in need. The charity has devoted its funds to ensuring that the buildings are maintained to a high standard, that all relevant safety standards are achieved through a cycle of tests and inspections and that a quiet a restful garden is provided to the beneficiaries as a place of enjoyment and retreat. The vital theme is to permit beneficiaries to maintain their independence whilst acting as a safety net should the need arise.

As well as focussing effort upon the core objectives throughout the reporting year, the charity has continued to support local initiatives for the improvement of local amenities, raise the ambience of the area and to support national appeals such as the National Garden Scheme by opening its very picturesque garden for fundraising.

The hospital is a Grade 2 listed Georgian building that is a significant element of Chatham's heritage. The governors have meticulously maintained its historic character whilst ensuring that internally beneficiaries enjoy comfortable and modern amenities.

The aim of the charity is to maintain the hospital at full capacity, all eight flats occupied. The loss of our then eldest resident, at the end of the last reporting period, allowed the Governors to reshuffle occupancy in order to leave a two-bedroom flat vacant whilst it was completely redecorated. This was timely and necessary, there having been a water leak in the loft space which had significantly damaged one of the bedroom ceilings. A campaign of advertising via a large list of service charity outlets allowed us to find a suitable needy ex naval married couple to fill that vacancy. The Hospital is at the time of reporting at full occupancy.

b. Investment policy and performance

The principal objective is to invest funds to maximise income without placing at undue risk the capital value of the investment such that the income produced is at least sufficient to assist in meeting the expenditure of the Charity. To assist in the objective, the Governors appoint advisors upon such terms as are deemed appropriate to make recommendations as to the sale and/or purchase of investment holdings. The Governors consider that given the very difficult economic climate, the performance of the investment managers was satisfactory.

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

b. Reserves policy

(1) General The Governors consider that the level of free reserves, excluding Endowment Fund, is appropriate having regard to future routine maintenance and refurbishment costs. With this in mind the combined levels of the Cyclical Maintenance and Extraordinary Repair funds should be kept at an overall balance in excess of one year's running costs.

(2) Endowment Fund This comprises the permanent endowment of the Charity and amounted to £423,449 (2024: £426,409) at 29 February 2025.

(3) Cyclical Maintenance Fund Established voluntarily under the Charity Commissioner's Scheme to provide for the ordinary maintenance and repair of the almshouses. The balance at 29 February 2025 was £43,006 (2024: £43,006).

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report (continued) for the year ended 28 February 2025

(4) Extraordinary Repair Fund Established compulsorily under the Charity Commissioner's Scheme to provide for the extraordinary repair, improvement, extension or rebuilding of the almshouses. The balance at 29 February 2025 was £24,534 (2024: £24,534).

(5) Income Fund This comprises the unrestricted income of the Charity. This fund generates income that is required to support day-to-day expenditure during the year. Free reserves at 29 February 2025 were £497,955 (2024: £483,264).

(6) Property Fund This is an unrestricted fund and comprises the value of the property owned by the Charity. The balance at 29 February 2025 was £41,038 (2024: £41,038).

(7) Kitchen and Bathroom Works Fund This comprises the restricted income and expenditure of the Charity, which is to be spent on kitchen and bathroom works. The balance at 29 February 2025 was £5,916 (2024: £Nil).

c. Voluntary income

1. Donations are only sought to help meet the cost of major projects, the hospital having sufficient funds to meet its routine running costs.
2. As in previous years, the Medway Mission to Mariners Trust and the Chatham Naval Officers Association have both contributed significant donations for the general purposes of the hospital which helped recover costs of repairs, in support of Project 450 and to enhance the Christmas experience for beneficiaries.

d. Weekly Maintenance Contributions (WMC) Review

1. The process of reviewing WMC has been reported previously but by way of reminder, the governors seek fair rent assessments from the Valuation Agency every two years and then by a process of means testing set a rate for each beneficiary in order to establish the level of subsidy they should receive from the charity.
2. The governors established several years ago that the charity support for WMC was excessively generous when compared with the almshouse sector in general. The previous review cycle saw a reduction to 60% charitable subsidy being attracted by almost all beneficiaries. Whilst undertaking the review cycle within this reporting period, governors took into consideration the rising cost of living and general inflation as well as almost all the beneficiaries receiving housing benefits. We are conscious that our Statutory Instrument mandates that we, as a charity, should not be subsidising the common duty of the local authority. From analysis of our annual performance and accounting for the rising cost of living it was quite clear to the Governors that our continued excessive generosity could not be sustained particularly given our commitment to refurbishment over the next three to five years. Consequently, this led to the Governors making a carefully considered decision to reduce the maximum subsidy from 60% to 50%. Given that almost all the pensioner beneficiaries receive full housing benefit the impact of the change will not be on them alone. Indeed, the calculated WMC per flat is not close to the maximum housing benefit granted by the local authority. Monitoring throughout the coming fiscal year will continue and the Governors will be watching closely for any individual detriment from this change. It is not expected that it will impact upon any beneficiary by dint of the governors sound fiscal decision making.
3. The governors have encouraged beneficiaries to review with the Benefits Agency what benefits they may be entitled to and have offered help with the claims process if required. Assistance has been given in several cases to align housing benefit payments by the local authority.

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report (continued) for the year ended 28 February 2025

Structure, governance and management

a. Constitution

The Charity was founded by Royal Charter of 27 August 1594, upon the petition of Queen Elizabeth I's Treasurer of the Navy, Sir John Hawkins. It was further regulated by Statutes and Ordinances of 25 May 1598 and a Scheme of the Charity Commissioners dated 4 February 1876. These regulations have now been replaced by a Scheme of the Charity Commissioners dated 18 December 1983, as amended on 1 November 1999.

b. Organisational structure and decision-making policies

Composition of the governing body

Following the sad death of Her Majesty Queen Elizabeth II the title of Lord High Admiral passed by right to His Majesty King Charles III. His Majesty has confirmed to the Governors that he will retain the title role of Governor by Right of the Hospital.

It was also reported that the second ex-officio Governor, Admiral of the Fleet and Vice Admiral of the United Kingdom, Lord Boyce had also sadly passed away and that an appointment of a new Lord Warden of the Cinque Ports was awaited at His Majesty's pleasure. I have pleasure in reporting that Admiral Sir George Zambellas, former First Sea Lord, has within the reporting period been appointed as Lord Warden and therefore Governor by Right of the Hospital.

The RSME nominated governor appointment continues in the person of Lt Col O'Kane. The previous Bishop of Rochester's nominee stood down following his taking Holy Orders. The Bishop is yet to make a new appointment.

Major Neil Wood was reported as having stood down from the board after sterling service over an eleven-year period, much of that as chairman but more recently as vice chair. He has been replaced by Mr John Gamp a retired MoD senior civil servant who was until recently in control of the extensive charity which is Greenwich Hospital.

The board remains stable and a highly effective body, well able to deliver the high standards of decision making and governance required.

Board Meetings

The four board meetings per annum cycle has continued uninterrupted and meetings have been well attended. Our new technology has permitted attendance virtually where otherwise it would not have been possible. The governing body view it an important duty to see and be seen and have been conscientious in their efforts to attend in person.

Sub Committees

The finance and general purposes committee meets four times per annum, ahead of each of the full board meetings. This committee provides current financial information, formulates budgets and makes recommendations regarding income and expenditure.

The welfare and admissions committee meets on an as required basis, normally biannually and monitors the well-being of the residents and screens potential new beneficiaries. The interface with beneficiaries is supplemented by a duty governor visit to speak with residents on the afternoon of the first Friday of each month.

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report (continued) for the year ended 28 February 2025

Structure, governance and management (continued)

The premises committee usually meets just once in a non-quinquennial inspection year to monitor the progress of planned maintenance and works. In quinquennial years that increases to twice in order to plan the response to the inspection outcomes and prepare a briefing and recommendations for the full board of governors meeting. That said, members of the committee liaise on a regular basis to ensure effective control and monitoring.

A new co-opted fund-raising subcommittee will be formed in the year ahead from two co-opted Governors and report both to the finance committee and the main board.

The Chairman would like to record at this point his gratitude and appreciation to all members of the governing body for their time and effort and the diligence they demonstrate to their duties and the hospital in general. These are busy people, some like the Lt Col integral to keeping this nation safe. It is always heartening to chair such effective and decisive meetings.

The governors took the opportunity to send loyal greetings and best wishes for a speedy recovery to His Majesty the King at Christmas informing of our Christmas luncheon for pensioner beneficiaries and supporters of the Hospital. May he long reign over us and continue his personal interest as Lord High Admiral and ex-officio governor. God Save the King.

The Deputy Governor role continues to be very effectively filled through a business support contractor and this has bedded in well over the past twelve months.

The hospital's caretaker and gardener plus his partner provide invaluable service to the charity, striking a delicate balance between being accessible whilst giving residents privacy and autonomy. They continue to be excellent ambassadors for the charity and as residents have engaged within the local community networks to raise the profile of the charity and to ensure its place as a significant asset, one that has delivered its primary welfare objectives on the same site for over 430 years.

c. Risk management

The Governors continue to be ever mindful of the major risks to which the charity is exposed, regularly consider them and have developed standing policies, regularly reviewed to ensure they remain relevant, to manage and mitigate their effects. These considerations and procedures are built into the Governors' operational and strategic plans.

The principal risks facing the charity are assessed to be:

Governance – adherence to the terms of the scheme

Operations – principally relating to maintenance and statutory requirements

Awareness – raising the profile of the charity in order to effectively reach potential beneficiaries

Finance – managing a lumpy cash flow

Compliance – working within statutory requirements and managing effectively to address emerging changes and new legislation. Observing Health and Safety and Data Protection legislation.

Local Development – impact of any proposed regeneration schemes that could impact upon the Hospital and the quality of life of beneficiaries.

Risks and hazards that occur or are identified beyond those foreseen are addressed initially by relevant Governors who have locus alongside the Deputy Governor and Caretaker. Key to this effective system of working is sound communication. Longer term solutions and policy changes are discussed and implemented as necessary through the sub-committees and ultimately the full Board for consideration and approval.

A comprehensive Risk Register is reviewed regularly and updated.

A comprehensive disaster recovery plan has been formulated following a desk top planning exercise

Both Health and Safety and Safeguarding are standard agenda items at each meeting of the full board of Governors.

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report (continued) for the year ended 28 February 2025

Future Developments

The quinquennial survey was received at the end of the last reporting period and has been acted upon during this reporting period.

Whilst the fabric of the hospital remains in good order the Governors have assessed the recommendations and requirements contained in the quinquennial survey report. Immediate action was taken to address significant fire prevention issues following changes in legislation and good practice. As reported above the new comprehensive fire alarm system was installed at the very end of the reporting period and is now fully operational. The Governors have addressed other concerns and recommendations, encompassing them within Project 450 which will deliver over a period of three to five years at a cost of between £400K and £500K. Phase one has been completed within our own fiscal ability. Phase two which mops up additional fire precautions and related matters is estimated to cost around £70K and we will look to complete within the next reporting period. Phase three is the refurbishment of kitchens, bathrooms, associated infrastructure and re-decoration. Timing will be very much dependent upon fund raising.

Review of Investment Managers

The transition between investment houses has moved apace during the reporting period and was successfully completed by the end of this reporting period. The Hospital now has its funds managed by Rathbones. We are already seeing the benefits of the change with far better information processes in place and good performance of the portfolio despite market volatility. An immediate benefit was only paying one set of management fees.

The Governors are confident that the change was the right decision and that early results demonstrate that our investments are in safe and effective hands.

Review of Bankers

Whilst the governors very much wished to embrace electronic banking it was found that our existing bankers were unable to provide with their platform the level of governance security and authorisation that we required.

The board has reviewed the banking options and has unanimously agreed that the charities accounts will be moved to the Charity Aid Foundation Bank (CAF Bank) once we have completed the transition of investment managers.

The migration of banking to CAF is in keeping with recommendations made by the Almshouse Association and we firmly believe provides the levels of internal authority and governance necessary for sound financial management.

Progress to migration was being made at the end of the reporting period although it had been thought prudent to delay earlier in the year whilst we were changing investment houses. It was a wise decision as getting all the necessary certified documents proved to be a heavy burden upon resources. Indeed, trying to get a certified copy of a Tudor Queens signature on our Royal Charter proved somewhat of a protracted head scratcher.

Succession Planning

The former Vice Chairman, Maj Neil Wood was replaced during this reporting period by Mr John Gamp, formerly of Greenwich Hospital.

Lt Col O'Kane has one year left to serve with the Army and will prompt the Brigadier in due course of the requirement for a replacement nominee. The Brigadier was recently a guest of the hospital for a briefing and is aware of his responsibility to the charity.

We await a nomination by the Bishop of Rochester.

Mrs Pamela Lowton has indicated her wish to stand down as a Governor but has committed to a further year of service so a replacement can be found with the requisite financial qualifications.

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report (continued) for the year ended 28 February 2025

Future Developments (continued)

At present all other positions are stable but we continue to identify potential future elected Governors and nurture them.

Identifying potential beneficiaries

The welfare and admissions committee has completed a review of organisations that work within the charitable and welfare sectors of the ex- service communities.

A comprehensive data base of contacts has been compiled.

The process of advertising and selecting through the welfare and admissions committee was tested in the reporting year and worked effectively with the empty double flat being filled.

Policy Review

The Resident's Handbook was reviewed and updated in 2022/23. Further amendments were made within this reporting year. The handbook is published on the Hospital web site.

The Governor's Handbook was reviewed during the last reporting period and republished to Governors.

Neighbouring Development

Development of the former car dealership, immediately to the east of the hospital has remained stalled following two failed bids for planning permission and as a result of significant objections not least from Historic England. A lease has been signed during the reporting period permitting a food bank and welfare charity to use the property for a three-year period. Also, within this reporting period the council have approved a strategy for Chatham Intra which protects this significant heritage zone from over development and the intention to maintain scale in keeping with historic buildings.

It has always been accepted by the Governors that the site next to the Hospital will be developed some time in the future. Our objections and those of Historic England were very much about the inordinate scale of what was proposed and the likely damage that would be caused to the Hospital buildings during excavation and building works. The adoption of the heritage plan by the council will make a major difference to what eventually replaces the existing car show room buildings, any subsequent planning application must be in keeping with the surrounding buildings and the ambience of the heritage zone.

The Hospital of Sir John Hawkins, Knight, in Chatham

Trustees' report (continued) for the year ended 28 February 2025

Statement of Trustees' responsibilities

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

The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- 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 adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Royal Charter. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the Board of Trustees and signed on their behalf by:



Lt Cdr S Small RNR
Chairman
Date: 3 December 2025



Mr J Gamp
Trustee

The Hospital of Sir John Hawkins, Knight, in Chatham

**Independent examiner's report
for the year ended 28 February 2025**

**Independent examiner's report to the Trustees of The Hospital of Sir John Hawkins, Knight, in
Chatham ('the Charity')**

I report to the Charity Trustees on my examination of the accounts of the Charity for the year ended 28 February 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

Your attention is drawn to the fact that the Charity has prepared the accounts in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

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

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

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

This report is made solely to the Charity's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Charity's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the Charity and the Charity's Trustees as a body, for my work or for this report.

Signed: *S M Rouse*
Samantha Rouse

Dated: 3 December 2025

FCCA DChA

Kreston Reeves LLP
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ME4 4QZ

The Hospital of Sir John Hawkins, Knight, in Chatham

**Statement of financial activities
for the year ended 28 February 2025**

	Note	Endowment funds 2025 £	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Income and endowments from:						
Donations and legacies	4	-	10,000	5,540	15,540	11,250
Charitable activities	5	-	-	27,287	27,287	28,678
Investments	6	-	-	25,166	25,166	27,287
Total income and endowments		-	10,000	57,993	67,993	67,215
Expenditure on:						
Charitable activities	7	2,763	4,084	77,815	84,662	52,555
Total expenditure		2,763	4,084	77,815	84,662	52,555
Net (expenditure)/income before net gains on investments						
		(2,763)	5,916	(19,822)	(16,669)	14,660
Net gains on investments		20,380	-	22,104	42,484	49,307
Transfers between funds	12	(20,577)	-	20,577	-	-
Net movement in funds		(2,960)	5,916	22,859	25,815	63,967
Reconciliation of funds:						
Total funds brought forward		426,409	-	591,842	1,018,251	954,284
Net movement in funds		(2,960)	5,916	22,859	25,815	63,967
Total funds carried forward	12	423,449	5,916	614,701	1,044,066	1,018,251

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 16 to 25 form part of these financial statements.

The Hospital of Sir John Hawkins, Knight, in Chatham

Balance sheet as at 28 February 2025

	Note	28 February 2025 £	29 February 2024 £
Fixed assets			
Tangible assets	9	41,038	41,038
Investments	10	928,880	941,488
		<u>969,918</u>	<u>982,526</u>
Current assets			
Cash at bank and in hand		76,523	38,102
Current liabilities			
Creditors: amounts falling due within one year	11	(2,375)	(2,377)
Net current assets		<u>74,148</u>	<u>35,725</u>
Total net assets		<u><u>1,044,066</u></u>	<u><u>1,018,251</u></u>
Charity funds			
Endowment funds	12	423,449	426,409
Unrestricted funds	12	614,701	591,842
Total funds		<u><u>1,044,066</u></u>	<u><u>1,018,251</u></u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



Mr S Small
Chairman
Date: 3 December 2025



Mr J Gamp
Trustee

The notes on pages 16 to 25 form part of these financial statements.

The Hospital of Sir John Hawkins, Knight, in Chatham

Notes to the financial statements for the year ended 28 February 2025

1. General information

The Charity is an unincorporated charity, registered in England and Wales, with the charity number 213213. The Charity's registered office is shown on page 1.

The Charity's objects can be found in the Trustees report on page 3.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Hospital of Sir John Hawkins, Knight, in Chatham meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are presented in UK sterling, which is the Charity's functional currency, and rounded to the nearest pound.

2.2 Going concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

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

Endowment funds comprise the permanent endowment of the Charity.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

The Hospital of Sir John Hawkins, Knight, in Chatham

Notes to the financial statements for the year ended 28 February 2025

2. Accounting policies (continued)

2.3 Fund accounting (continued)

Investment income, gains and losses are allocated to the appropriate fund.

2.4 Income

All income is recognised once the Charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

2.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the Charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Taxation

The Charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.8 Tangible fixed assets and depreciation

Freehold property is not depreciated. Its estimated useful life is in excess of fifty years and the estimated residual value is more than the carrying value in the Balance sheet. Any depreciation would therefore be immaterial and no provision has been made in the financial statements.

2.9 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

2.10 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Notes to the financial statements
for the year ended 28 February 2025**

2. Accounting policies (continued)

2.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.12 Financial instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

3. Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

The Hospital of Sir John Hawkins, Knight, in Chatham

**Notes to the financial statements
for the year ended 28 February 2025**

4. Income from donations and legacies

	Restricted funds 2025 £	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Donations	10,000	5,540	15,540	11,250
Total 2024	-	11,250	11,250	

5. Income from charitable activities

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Weekly maintenance contributions	27,287	27,287	28,678
Total 2024	28,678	28,678	

6. Investment income

	Unrestricted funds 2025 £	Total funds 2025 £	Total funds 2024 £
Investment income	23,704	23,704	26,393
Deposit interest	1,462	1,462	894
	25,166	25,166	27,287
Total 2024	27,287	27,287	

The Hospital of Sir John Hawkins, Knight, in Chatham

Notes to the financial statements for the year ended 28 February 2025

7. Analysis of expenditure by activities

	Direct costs 2025 £	Support costs 2025 £	Total funds 2025 £	Total funds 2024 £
Charitable activities	55,560	29,102	84,662	52,555
Total 2024	30,480	22,075	52,555	

Analysis of direct costs

	Total funds 2025 £	Total funds 2024 £
Heating and lighting	2,677	2,000
Insurance	2,388	1,980
Council tax and water rates	3,246	2,055
Repairs and maintenance	43,554	21,466
Medway helpline	1,266	1,179
QuinquennialSurveyWorks	2,429	1,800
	55,560	30,480

Analysis of support costs

	Total funds 2025 £	Total funds 2024 £
Printing, postage and stationery	331	337
Investment manager's fees	4,876	4,360
Honorarium	7,301	6,616
Sundries	1,643	1,086
Garden	4,277	4,896
Resident's Christmas lunch and gratuities	2,948	2,323
Legal and professional fees	4,084	100
Accountancy and independent examination charges	2,586	2,357
Website costs	1,056	-
	29,102	22,075

Direct costs, in both 2025 and 2024, were all from unrestricted funds, and of the support costs, £2,763 were from endowment funds (2024 - £2,786) and £25,894 were from unrestricted funds (2024 - £19,038).

The Hospital of Sir John Hawkins, Knight, in Chatham

Notes to the financial statements for the year ended 28 February 2025

8. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2024 - £NIL).

During the year ended 28 February 2025, no Trustee expenses have been incurred (2024 - £34).

9. Tangible fixed assets

	Freehold property £
Cost or valuation	
At 1 March 2024	41,038
At 28 February 2025	41,038
Net book value	
At 28 February 2025	41,038
At 29 February 2024	41,038

The Hospital of Sir John Hawkins, Knight, in Chatham

Notes to the financial statements for the year ended 28 February 2025

10. Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 March 2024	941,488
Additions	933,597
Disposals	(988,689)
Revaluations	42,484
At 28 February 2025	928,880
Net book value	
At 28 February 2025	928,880
At 29 February 2024	941,488

The historical cost of the Charity's fixed asset investments is £928,462.

All of the Charity's fixed asset investments are listed investments held in the UK.

Material investments:

	28 February 2025 £	29 February 2024 £
COIF Charities Investment Fund - Income Units	310,689	317,973
COIF Charities Investment Fund - Capital Units	98,847	85,572
	409,536	403,545

11. Creditors: Amounts falling due within one year

	28 February 2025 £	29 February 2024 £
Accruals	2,375	2,377

The Hospital of Sir John Hawkins, Knight, in Chatham

Notes to the financial statements
for the year ended 28 February 2025

12. Statement of funds

Statement of funds - current year

	Balance at 1 March 2024 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 28 February 2025 £
Unrestricted funds						
Designated funds						
Extraordinary repairs fund	24,534	-	-	-	-	24,534
Cyclical maintenance fund	43,006	-	-	-	-	43,006
	<u>67,540</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>67,540</u>
General funds						
General fund	483,264	57,993	(77,815)	20,577	22,104	506,123
Property fund	41,038	-	-	-	-	41,038
	<u>524,302</u>	<u>57,993</u>	<u>(77,815)</u>	<u>20,577</u>	<u>22,104</u>	<u>547,161</u>
Total Unrestricted funds	<u>591,842</u>	<u>57,993</u>	<u>(77,815)</u>	<u>20,577</u>	<u>22,104</u>	<u>614,701</u>
Endowment funds						
Endowment fund	<u>426,409</u>	<u>-</u>	<u>(2,763)</u>	<u>(20,577)</u>	<u>20,380</u>	<u>423,449</u>
Restricted funds						
Kitchen and Bathroom Works	<u>-</u>	<u>10,000</u>	<u>(4,084)</u>	<u>-</u>	<u>-</u>	<u>5,916</u>
Total of funds	<u><u>1,018,251</u></u>	<u><u>67,993</u></u>	<u><u>(84,662)</u></u>	<u><u>-</u></u>	<u><u>42,484</u></u>	<u><u>1,044,066</u></u>

The Hospital of Sir John Hawkins, Knight, in Chatham

Notes to the financial statements for the year ended 28 February 2025

12. Statement of funds (continued)

Statement of funds - prior year

	Balance at 1 March 2023 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 29 February 2024 £
Unrestricted funds						
Designated funds						
Extraordinary repairs fund	24,534	-	-	-	-	24,534
Cyclical maintenance fund	43,006	-	-	-	-	43,006
	<u>67,540</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>67,540</u>
General funds						
General fund	453,197	67,215	(49,728)	(20,301)	32,881	483,264
Property fund	41,038	-	-	-	-	41,038
	<u>494,235</u>	<u>67,215</u>	<u>(49,728)</u>	<u>(20,301)</u>	<u>32,881</u>	<u>524,302</u>
Total Unrestricted funds	<u>561,775</u>	<u>67,215</u>	<u>(49,728)</u>	<u>(20,301)</u>	<u>32,881</u>	<u>591,842</u>
Endowment funds						
Endowment fund	<u>392,509</u>	<u>-</u>	<u>(2,827)</u>	<u>20,301</u>	<u>16,426</u>	<u>426,409</u>
Total of funds	<u><u>954,284</u></u>	<u><u>67,215</u></u>	<u><u>(52,555)</u></u>	<u><u>-</u></u>	<u><u>49,307</u></u>	<u><u>1,018,251</u></u>

The Hospital of Sir John Hawkins, Knight, in Chatham

Notes to the financial statements for the year ended 28 February 2025

13. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Endowment funds	Restricted funds	Unrestricted funds	Total funds
	28 February 2025	28 February 2025	28 February 2025	28 February 2025
	£	£	£	£
Tangible fixed assets	-	-	41,038	41,038
Fixed asset investments	422,822	-	506,058	928,880
Current assets	627	5,916	69,980	76,523
Creditors due within one year	-	-	(2,375)	(2,375)
Total	423,449	5,916	614,701	1,044,066

Analysis of net assets between funds - prior year

	Endowment funds	Unrestricted funds	Total funds
	29 February 2024	29 February 2024	29 February 2024
	£	£	£
Tangible fixed assets	-	41,038	41,038
Fixed asset investments	425,998	515,490	941,488
Current assets	411	37,691	38,102
Creditors due within one year	-	(2,377)	(2,377)
Total	426,409	591,842	1,018,251

14. Related party transactions

Lt Cdr S Small, Chairman of the Board of Governors, is also a Trustee of The Medway Mission to Mariners. During the year this Charity has made donations amounting to £15,540 to The Hospital of Sir John Hawkins, Knight, in Chatham (2024 - £10,000). At the year end there is no balance outstanding between the two charities (2024: £Nil).

There were no other related party transactions in the current or prior year.