

**BERWICK ALMSHOUSES CHARITY**  
**TRUSTEES ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2023**

**LEGAL AND ADMINISTRATIVE INFORMATION**

1. Name The Berwick Almshouses Charity
2. Charity Number 214070A/3
3. Principal Address C/o New Windsor House, Oxon Business Park,  
Shrewsbury SY5 9HJ
4. Charity's Governing Document Trust Deed dated 1968
5. Trustees who served during the year

Mrs R E Angell-James	Chairman
Mayor of Shrewsbury	Cllr Becky Wall
Cllr Garry Burchett	SCC Nominated
Cllr Pam Moseley	STC Nominated
T M Evans	Trustee
6. Officers and Agents
  - a) Clerk and land agent: M Watney Balfours LLP New Windsor House Oxon Business  
Park, Shrewsbury SY3 5HJ
  - b) Bankers: Lloyds Shrewsbury
  - c) Independent Examiner of the Accounts: Dyke Yaxley LLP, 1 Brassey Road, Shrewsbury SY3 7FA

**AIMS AND ORGANISATION**

1. Objects

The object of the Charity is to provide accommodation for people of modest means from the Parish of St Mary, Shrewsbury or from a wider area if no local applications are received.

2. Organisation

The Charity is controlled by a Board of Trustees who meets once or twice a year. The Trustees have a Clerk and employ a Land Agent and Surveyor who charges for his services. His office keeps the books of the Charity and the accounts are independently examined by a firm of Chartered Accountants. There is one paid employee of the Charity the warden for the Almshouses who occupy one of the houses known as the Priest House.

3. Summary of Charitable Activities undertaken during the Year

All of the Almshouses have been occupied during the past year. The Shrewsbury Town Council has the right of nomination for some of the vacancies following a substantial grant towards the modernisation of the Almshouses. (A list of residents is attached at Appendix A)

## REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS

1. Most of the Almshouses have been occupied throughout the year resulting in Charity income amounting to £55,662.00 from maintenance charges. In addition, £1,965.50 was received from residents for services. Bank interest and dividends amounted to £385.13.
2. The Trustees have made a contribution of £2,520.00 to an extraordinary repair fund which now amounts to £66,090.00.
3. The Trustees carry out normal routine maintenance each year, with the refurbishment and redecoration of a proportion of the flats. This year we have had normal expenditure but are saving for a new garden room.
4. Cash reserves as at 30 June 2023 amounted to £113,398.92. Running expenses for the Charity for the year have been £12,815.40 for maintenance and £29,803.18 for overheads.
5. The charity has a policy on reserves. It sets aside between 7.5% and 10% of its gross income for an Extraordinary Repairs Fund (ERF) which is invested with NAACIF. In addition it aims to hold cash amounting to about half a year's income to allow for emergency repairs or for a sudden reduction in income due to unexpected vacancies. After that the charity will build up a fund for a special project to improve the welfare of residents of the Almshouses.
6. The annual account for the Charity is attached at Appendix B.



Chairman  
On behalf of the Trustees



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

### Section A

### Independent Examiner's Report

#### Report to the trustees

Charity name  
The Berwick Almshouse Charity

#### On accounts for the year ended

30/06/2023

Charity no  
(if any)

214070

#### Set out on pages

1 and 2

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30/06/2023.

#### Responsibilities and basis of report

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

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

#### Independent examiner's statement

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

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

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

Signed:

Date: 23/02/24

Name: Mark Griffiths

Relevant professional  
qualification(s) or body  
(if any):

FCA

<b>Address:</b>	Dyke Yaxley Limited
	1 Brassey Road, Old Potts Way, Shrewsbury
	SY3 7FA

## Section B

## Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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The Berwick Almshouse Charity			Charity No (if any)	214070	CC17a
Annual accounts for the period					
Period start date	01/07/2022	To	Period end date	30/06/2023	

## Section A Statement of financial activities

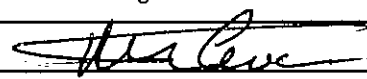
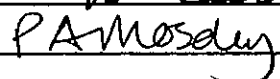
Recommended categories by activity	Details of own analysis	Note	Restricted			Total this year £	Total last year £
			Unrestricted funds £	Income funds £	Endowment funds £		
			F01	F02	F03	F04	F05
<b>Incoming resources (Note 3)</b>							
<b>Incoming resources from generated funds</b>			-	-	-	-	-
Voluntary Income		S01	-	-	-	-	-
Activities for generating funds		S02	57,628	-	-	57,628	-
Investment Income		S03	385	-	-	385	-
<b>Incoming resources from charitable activities</b>		S04	-	-	-	-	-
<b>Other incoming resources</b>		S05	-	-	-	-	-
<b>Total incoming resources</b>		S06	58,013	-	-	58,013	-
<b>Resources expended (Notes 4-8)</b>							
<b>Costs of Generating Funds</b>			-	-	-	-	-
Costs of generating voluntary Income		S07	-	-	-	-	-
Fundraising trading costs		S08	42,619	-	-	42,619	-
Investment management costs		S09	-	-	-	-	-
<b>Charitable activities</b>		S10	-	-	-	-	-
<b>Governance costs</b>		S11	-	-	-	-	-
<b>Other resources expended</b>		S12	-	-	-	-	-
<b>Total resources expended</b>		S13	42,619	-	-	42,619	-
<b>Net incoming/(outgoing) resources before transfers</b>		S14	15,394	-	-	15,394	-
<b>Gross transfers between funds</b>		S15	-	-	-	-	-
<b>Net incoming/(outgoing) resources before other recognised gains/(losses)</b>		S16	15,394	-	-	15,394	-
<b>Other recognised gains/(losses)</b>							
Gains and losses on revaluation of fixed assets for the charity's own use		S17	-	-	-	-	-
Gains and losses on investment assets		S18	-	-	-	-	-
<b>Net movement in funds</b>		S19	15,394	-	-	15,394	-
<b>Total funds brought forward</b>		S20	-	-	-	-	-
<b>Total funds carried forward</b>		S21	15,394	-	-	15,394	-



## Section B Balance sheet

	Note	Unrestricted funds £ F01	Restricted income funds £ F02	Endowment funds £ F03	Total this year £ F04	Total last year £ F05
<b>Fixed assets</b>						
Tangible assets (Note 9)	B01	681,657	-	-	681,657	681,657
	B02	-	-	-	-	-
Investments (Note 10)	B03	-	-	-	-	-
<b>Total fixed assets</b>	B04	681,657	-	-	681,657	681,657
<b>Current assets</b>						
Stock and work in progress	B05	-	-	-	-	-
Debtors (Note 11)	B06	369	-	-	369	1,131
(Short term) Investments	B07	66,090	-	-	66,090	63,570
Cash at bank and in hand	B08	113,399	-	-	113,399	98,554
<b>Total current assets</b>	B09	179,858	-	-	179,858	163,255
<b>Creditors: amounts falling due within one year</b> (Note 12)	B10	4,898	-	-	4,898	3,689
<b>Net current assets/(liabilities)</b>	B11	174,960	-	-	174,960	159,566
<b>Total assets less current liabilities</b>	B12	856,617	-	-	856,617	841,223
<b>Creditors: amounts falling due after one year</b> (Note 12)	B13	-	-	-	-	-
<b>Provisions for liabilities and charges</b>	B14	-	-	-	-	-
<b>Net assets</b>	B15	856,617	-	-	856,617	841,223
<b>Funds of the Charity</b>						
Unrestricted funds	B16	856,617			856,617	841,223
	B17	-			-	-
Restricted income funds (Note 13)	B18		-		-	-
Endowment funds (Note 13)	B19			-	-	-
<b>Total funds</b>	B20	856,617	-	-	856,617	841,223

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
	TM EVANS	26/2/2024
	PAMELA MOSLEY	26/2/24

**Section C****Notes to the accounts****Note 1 Basis of preparation**

*This section should be completed by all charities.*

**1.1 Basis of accounting**

These accounts have been prepared on the basis of historic cost (except that Investments are shown at market value) in accordance with:

- Accounting and Reporting by Charities – Statement of Recommended Practice (SORP 2005);

- and with

✓

Accounting Standards;

or

Financial Reporting Standards for Smaller Enterprises (FRSSE);

- and with the Charities Act.

except for the following:

Investments have been shown at historic cost, rather than market value.

**1.2 Change in basis of accounting**

There has been no change to the accounting policies (valuation rules and methods of accounting) since last year.

**1.3 Changes to previous accounts**

No changes have been made to accounts for previous years.



## Note 2

## Accounting policies

*This standard list of accounting policies has been applied by the charity except for those deleted. Where a different or additional policy has been adopted then this is detailed in the box below.*

**INCOMING RESOURCES****Recognition of incoming resources**

These are included in the Statement of Financial Activities (SoFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**Incoming resources with related expenditure**

Where incoming resources have related expenditure (as with fundraising or contract income) the incoming resources and related expenditure are reported gross in the SoFA.

**Grants and donations**

Grants and donations are only included in the SoFA when the charity has unconditional entitlement to the resources.

**Investment income**

This is included in the accounts when receivable.

**EXPENDITURE AND LIABILITIES****Liability recognition**

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to pay out resources.

**Governance costs**

Include costs of the preparation and examination of statutory accounts, the costs of trustee meetings and cost of any legal advice to trustees on governance or constitutional matters.

**Grants with performance conditions**

Where the charity gives a grant with conditions for its payment being a specific level of service or output to be provided, such grants are only recognised in the SoFA once the recipient of the grant has provided the specified service or output.

**Grants payable without performance conditions  
Support Costs**

These are only recognised in the accounts when a commitment has been made and there are no conditions to be met relating to the grant which remain in the control of the charity. Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, eg allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

**ASSETS****Tangible fixed assets for use by charity**

These are capitalised if they can be used for more than one year, and cost at least £500. They are valued at cost or a reasonable value on receipt.

**Investments**

Investments are held at historic cost, rather than being valued at market value at the year end. The market value at the year end of the investments was £174,067.23.

**Note 3 Analysis of Incoming resources**

*Incoming resources may be further analysed if this would help the reader of the accounts.*

	Analysis	This year £	Last year £
Voluntary Income		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
Activities for generating funds	Rental income	55,662	53,696
	Washing machine, tumble dryer, guest room	1,928	2,040
	TV Licence (tenant/occupier contributions)	38	53
		-	-
	<b>Total</b>	57,628	55,789
Investment Income	Bank Interest	291	6
	Building society Interest	94	13
		-	-
		-	-
	<b>Total</b>	385	20
Incoming resources from charitable activities		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-

**Section C****Notes to the accounts****(cont)****Note 4 Analysis of resources expended**

Resources expended may be further analysed if this would help the reader of the accounts.

	Analysis	This year £	Last year £
Costs of generating voluntary income			-
		-	-
		-	-
		-	-
		-	-
	<b>Total</b>		-
Fundraising trading costs	Residential repairs	10,998	21,383
	Insurance	2,970	1,584
	Utilities	3,878	5,263
	Estate General	2,078	2,869
	Wages	12,971	12,469
	Management	7,538	7,136
	Professional Fees	1,425	1,647
	Subscriptions	233	222
	Miscellaneous	528	1,953
		-	-
		-	-
	<b>Total</b>	42,619	54,526
Investment management costs		-	-
		-	-
		-	-
	<b>Total</b>	-	-
Charitable activities		-	-
		-	-
		-	-
		-	-
		-	-
	<b>Total</b>	-	-
Governance costs		-	-
		-	-
		-	-
	<b>Total</b>	-	-



**TRUSTEES OF BERWICK ALMSHOUSES CHARITY**

**CHARITY REFERENCE NUMBER 214070**

**STATEMENT OF ACCOUNTS**

**FOR THE YEAR**

**1st JULY 2022 TO 30th JUNE 2023**

**Declaration**

The accounts set out for this financial year, and the Statement of Assets and Liabilities, are as approved by the Trustees.

SIGNED -   
Trustee authorised to sign on behalf of all Trustees

DATE - 26/02/2024

**BALFOURS  
MARKET HOUSE  
MARKET STREET  
CRAVEN ARMS  
SHROPSHIRE  
SY7 9NN**



**Trustees of The Berwick Almshouses**

**Balance Sheet**

From - 1st July 2022  
To - 30th June 2023

	<u>2022/2023</u>	<u>2021/2022</u>
<b>FIXED ASSETS</b>		
Freehold Property	£ 630,500.00	£ 630,500.00
Property Improvements	£ 23,507.02	£ 23,507.02
New Equipment	£ 5,200.00	£ -
Plant & Machinery	£ 22,449.53	£ 27,649.53
	<u>£ 681,656.55</u>	<u>£ 681,656.55</u>
<b>CURRENT ASSETS</b>		
Lloyds TSB - Treasurers Account	£ 69,126.44	£ 54,249.80
Debtors Control	£ 369.50	£ 1,131.00
Nationwide Building Society Account	£ 44,238.21	£ 44,144.12
Petty Cash	£ 34.27	£ 160.42
NAACIF - ERF Investment - at cost	£ 66,090.00	£ 63,570.00
Creditors Control	£ -	£ -
	<u>£ 179,858.42</u>	<u>£ 163,255.34</u>
<b>CURRENT LIABILITIES</b>		
Creditors Control	£ 4,898.07	£ 3,689.04
Sundry Creditors and Accruals	£ -	£ -
Debtors Control Account	£ -	£ -
	<u>£ 4,898.07</u>	<u>£ 3,689.04</u>
<b>Current Assets less Current Liabilities</b>	<u>£ 174,960.35</u>	<u>£ 159,566.30</u>
	<u><u>£ 856,616.90</u></u>	<u><u>£ 841,222.85</u></u>
<b>CAPITAL &amp; RESERVES</b>		
Capital Account	£ 705,939.13	£ 703,419.13
Revenue Account	£ 135,283.72	£ 136,521.26
Revenue Account 22/23	£ 15,394.05	£ 1,282.46
Suspense	£ -	£ -
	<u>£ 856,616.90</u>	<u>£ 841,222.85</u>

# Trustees of The Berwick Almshouses

## Revenue Accounts

From - 1st July 2022  
To - 30th June 2023

	2022 / 2023	2021 / 2022
<b>INCOME</b>		
Maintenance Contributions	£ 55,662.00	£ 53,696.00
Washing Machine	£ 958.00	£ 1,296.00
Tumble Dryer	£ 895.00	£ 679.00
Guest Room Hire	£ 75.00	£ 65.00
TV Licence Contribution	£ 37.50	£ 52.50
Bank and Building Society Interest	£ 385.13	£ 19.62
Other Income	£ -	£ -
	<b>£ 58,012.63</b>	<b>£ 55,808.12</b>
<b>MAINTENANCE</b>		
Flat Repairs and Maintenance	£ 10,997.59	£ 20,363.44
General Maintenance Misc	£ 408.48	£ 3,251.03
Garden Maintenance	£ 1,409.33	£ 638.11
	<b>£ 12,815.40</b>	<b>£ 24,252.58</b>
	<b>£ 45,197.23</b>	<b>£ 31,555.54</b>
<b>OVERHEADS</b>		
Electricity	£ 1,273.15	£ 2,414.25
Sewage maintenance	£ 1,142.00	£ 989.74
Insurance	£ 2,970.21	£ 1,584.09
Water	£ 1,462.69	£ 1,296.10
Council Tax	£ -	£ 543.37
TV Licencing	£ 37.50	£ 45.00
Warden's Wages	£ 12,970.97	£ 12,468.51
Management Fees and Costs	£ 7,538.48	£ 7,135.79
Professional Fees and Costs	£ 1,425.00	£ 1,646.73
Subscriptions	£ 233.00	£ 222.00
Advertising	£ -	£ -
Miscellaneous	£ 750.18	£ 1,927.50
Grants to Residents	£ -	£ -
	<b>£ 29,803.18</b>	<b>£ 30,273.08</b>
<b>REVENUE Surplus</b>	<b>£ 15,394.05</b>	<b>£ 1,282.46</b>
<b>CAPITAL TRANSACTIONS</b>		
+ Sale of Barclays Shares	£ -	£ -
- NAACIF - ERF Investment	-£ 2,520.00	-£ 2,520.00
- Sewage Treatment Project	£ -	£ -
- Almshouse Association - loan repayment	£ -	£ -
- Workshop Shed	£ -	£ -
	<b>-£ 2,520.00</b>	<b>-£ 2,520.00</b>
<b>EXCESS Surplus</b>	<b>£ 12,874.05</b>	<b>-£ 1,237.54</b>