



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1.4.22

Period start date To 31.3.23

Period end date

Charity name: Sambourne Trust

Charity registration number: 217466

## Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	Provision of housing for those in need and residing in or having a connection with Sambourne, or in immediately neighbouring parishes. Promotion of education. Relieving need in the parish of Sambourne.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 and 1.19	During the year, the Trustees have: <ul style="list-style-type: none"><li>• Provided housing on long term tenancies to those in need of accommodation and at concessionary rates where necessary;</li><li>• Continued to support a weekly shopping bus from Sambourne to nearby Redditch;</li><li>• Distributed money to the elderly to assist with utility bills and shopping;</li><li>• Provided financial assistance for residents of the parish;</li><li>• Provided lifelines for several vulnerable people;</li><li>• Given support to local hospices, the local school, local first responders and to air ambulance.</li></ul>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees have had regard to the guidance issued by the Charity Commission on public benefit.

## Additional information (optional)

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	

Contribution made by volunteers	Para 1.38	
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The Trust has continued to provide, maintain and improve its residential properties. It has also continued to provide appropriate care for its tenants.</p> <p>Provided lifeline for a number of vulnerable people.</p> <p>The Trustees have adhered to their policy of using tradesmen with local connections as far as possible.</p> <p>The well-used weekly shopping bus has continued to operate. This is an important service as local public transport is almost non-existent.</p> <p>Actively sought out those who may be in need of help but are reluctant to ask for it.</p> <p>The Trust has received many appreciative letters from recipients of cash paid to the over 70s to assist in shopping. It is difficult to seek out all those who qualify but it is believed that the Trustees have maintained an up to date list together with details of those who will qualify over the next one to two years.</p> <p>The Trustees have continued to use their own experience and skills to operate the Trust at minimal cost without the need for managing agents.</p>

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	

Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	The balance sheet as at the 31 March 2023 shows a balance of £372,496.
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The Trust holds cash reserves for maintenance of and improvements to its properties, for emergencies and to provide support for potential beneficiaries.
Amount of reserves held	Para 1.22	£40,000.
Reasons for holding zero reserves	Para 1.22	N/A
Details of fund materially in deficit	Para 1.24	N/A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Rental income
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	
Other		



## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Trust deed
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Trust
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Some trustees are nominated by the Parish Council. The remainder are co-opted by the Trustees.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	The Sambourne Trust
Other name the charity uses	
Registered charity number	217466
Charity's principal address	Oakenshaw, Perry Mill Lane, Sambourne, Redditch, Worcestershire B96 6PD

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	David Shaw	Chairman		Co-opted
2	Roger Williams	Vice Chairman		Parish Council
3	Janet Hammersley			Co-opted
4	David MacMullen			Parish Council
5	Laurence Evans			Parish Council
6	Amanda Taaffe			Co-opted
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

### Corporate trustees – names of the directors at the date the report was approved

Director name		

### Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
David Shaw		
Roger Williams		
Janet Hammersley		

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	None
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

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## Exemptions from disclosure

#### Reason for non-disclosure of key personnel details

None

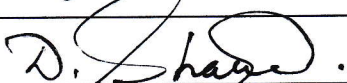
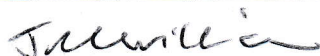
#### Other optional information


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## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	David Shaw	Roger Williams
Position (eg Secretary, Chair, etc)	Chairman	

Date 



**THE SAMBOURNE TRUST**

**FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED**  
**31 MARCH 2023**

**REGISTERED CHARITY NO.217466**  
**HOUSING CORPORATION NO.A3183**  
**NATIONAL ALMSHOUSE NO. 208**

# **THE SAMBOURNE TRUST**

## **FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2023**

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## **THE SAMBOURNE TRUST**

### **STATEMENT OF TRUSTEES RESPONSIBILITIES**

Housing Association and Charity legislation require Trustees to prepare Financial Statements for each financial year which give a true and fair view of the state of affairs of the Charity as at the end of the financial year and of the surplus or deficit for that period.

In preparing the Financial Statements, suitable accounting policies have been adopted and consistently applied, to the best of the Trustees' knowledge and belief, by reference to reasonable and prudent judgements and estimates. Applicable accounting standards have been followed.

The Trustees are responsible for maintaining adequate accounting records, for safeguarding the assets of the Charity and for preventing and detecting fraud and other irregularities. The Trustees are also required to indicate where the Financial Statements are prepared other than on the basis that the charity is a going concern.

**REPORT OF THE ACCOUNTANTS**  
**TO THE TRUSTEES OF**  
**THE SAMBOURNE TRUST**

We have prepared the Financial Statements on pages 3 to 13 which have been prepared under the accounting policies set out on pages 5 to 6.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND ACCOUNTANTS**

As described on page 1 the Charity's Trustees are responsible for the preparation of the Financial Statements. It is our responsibility to form an independent opinion on these statements and to report our opinion to you. It is also our responsibility to state the fact in our report if we are of the opinion that the charity has not maintained a satisfactory system of control over its transactions.

**BASIS OF OPINION**


We planned and performed our work so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the Financial Statements are free from material misstatements, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the Financial Statements.

**OPINION**

In our opinion the Financial Statements give a true and fair view of the state of The Sambourne Trust's affairs at 31<sup>st</sup> March 2023 and of its surplus for the year then ended and have been prepared in accordance with the Trust Deed of 5th June 1910, and comply with the accounting requirements for registered social landlords general determination 2000.

Derek Young & Co Accountants LLP  
Chartered Accountants  
Estate House  
Evesham Street  
Redditch  
Worcestershire  
B97 4HP

9 May 2023





**THE SAMBOURNE TRUST**  
**INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31 MARCH 2023**

		2023	2022
TURNOVER	1(B)		
Income from Rent & Service Charges		63762	63287
OPERATING COSTS			
Services	33689		32087
Management	3441		2824
Maintenance & Repair	<u>31751</u>		<u>30533</u>
		<u>68881</u>	<u>65444</u>
		(5119)	(2157)
Interest Receivable & Similar Income	4	877	25
Transfer from Property Equity Account		—	—
Interest Payable & Similar Charges	5	—	—
(DEFICIT)/SURPLUS FOR THE YEAR BEFORE & AFTER TAXATION		<u>(4242)</u>	<u>(2132)</u>
MOVEMENT ON RESERVES			
Balance brought forward as previously reported		336738	338870
(Deficit)/Surplus for the year		(4242)	(2132)
Balance carried forward		<u>332496</u>	<u>336738</u>

**STATEMENT OF TOTAL RECOGNISED SURPLUSES AND DEFICITS**

There are no gains other than those dealt with in the income and expenditure account.

**THE SAMBOURNE TRUST**  
**BALANCE SHEET**  
**AS AT 31 MARCH 2023**

FIXED ASSETS	NOTES	2023	2022
Land & Buildings:			
Cost	8	288240	288240
Less:			
Housing Association Grant	8	220995	220995
		-----	-----
		67245	67245
Other Fixed Assets	9	--	--
Investments	10	--	--
		-----	-----
		67245	67245
CURRENT ASSETS			
Debtors	11	--	--
Investments	12	100000	--
Cash at bank and in hand		206111	310353
		-----	-----
		306111	310353
Less:			
CREDITORS: Amounts falling due within one year	13	860	860
		-----	-----
NET CURRENT ASSETS		305251	309493
		-----	-----
TOTAL ASSETS LESS CURRENT LIABILITIES		372496	376738
CREDITORS: Amounts falling due after more than one year	14	--	--
Provisions for Liabilities; and Charges	15	--	--
		-----	-----
		372496	376738
		=====	=====
CAPITAL AND RESERVES			
Designated Reserves	16	40000	40000
Income & Expenditure Account		332496	336738
		-----	-----
		372496	376738
		=====	=====

These financial statements were approved by the Committee of Management on 9 May 2023 and signed on its behalf by

 TRUSTEE

 TRUSTEE

**THE SAMBOURNE TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2023**

**1. PRINCIPAL ACCOUNTING POLICIES**

The format of the accounts has been revised to comply with the Registered Housing Associations (Accounting Requirements) Order 1992 and the Statement of Recommended Practice Accounting by Registered housing Associations. The effect of this has been to change certain of the Association's accounting policies giving rise to a prior year adjustment which is explained in note 16 to the Financial Statements. Comparative figures have been restated accordingly.

The Financial Statements have been prepared in accordance with applicable Accounting Standards in the United Kingdom. A summary of the more important accounting policies is set out below:

**a. Basis of Accounting:**

The Financial Statements are prepared on the historical cost basis of accounting.

**b. Turnover:**

Turnover represents rental income receivable

**c. Other Fixed Assets**

Tangible fixed assets other than housing properties are stated at cost.

Depreciation is calculated so as to write off the cost of fixed assets on a straight line basis over the expected useful economic lives of the assets concerned. The principal annual rate used for this purpose which is consistent with that of the previous years is:

Fixture and Fittings

20% per annum

No depreciation is provided as all assets have been fully depreciated.

**d. Housing Association Grant**

Housing Association Grant (HAG) is paid by the Housing Corporation to reduce the cost of development and is, therefore, shown as a deduction from the cost of Housing Properties on the Balance Sheet. HAG is repayable under certain circumstances, primarily following the sale of a property but will normally be restricted to net proceeds of sale.

**e. Capitalization of Interest**

Interest on the mortgage loan financing a development is capitalized up to the date of practical completion of the scheme.

**f. Cyclical Repairs and maintenance:**

Sambourne Almshouse has established a regular programme of repairs and maintenance. Costs are charged to the Revenue Account in the year in which they are incurred.

**g. Extraordinary Repairs:**

Costs of Extraordinary Repairs, unless representing improvements to the property, are charged to the Revenue Account in the year in which they are incurred.

**THE SAMBOURNE TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS (CONT..)**  
**FOR THE YEAR ENDED 31 MARCH 2023**

h. Value Added Tax:

The Sambourne Trust is not registered for Value Added Tax. In these Financial Statements, where applicable, expenditure is shown inclusive of VAT.

i. Cash Flow Statement:

Under Financial Reporting Standard No. 1 the Trust is not required to produce a Cash Flow Statement.

**2. DIRECTOR'S EMOLUMENTS**

The Directors are defined as the Trustees and the Clerk to the Trustees.

None of the Trustees received any emoluments. The emoluments of the Clerk to the Trustees, who was also the highest paid Director, were as follows-

	<u>2023</u>	<u>2022</u>
Emoluments	-	-

The number of directors, including the highest paid Director, who received emoluments in the following ranges were-

£0		
£1501-£2000	Nil	Nil
£2001-£2500	Nil	Nil
£2501-£3000	Nil	Nil

The total expenses reimbursed to the Directors not chargeable to United Kingdom Tax	Nil	Nil
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**3.EMPLOYEE INFORMATION**

The average weekly number of persons (including the Clerk to the Trustees) employed during the year was-

Office Staff	0	0
Staff Costs ( for the above person)		
Wages and Salaries	Nil	Nil
Social Security Costs	Nil	Nil



**THE SAMBOURNE TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS (CONT..)**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

	<u>2023</u>	<u>2022</u>
4. INTEREST RECEIVABLE AND OTHER INCOME		
Bank Interest	877 =====	25 =====
5. INTEREST PAYABLE AND SIMILAR CHARGES		
On loans repayable within five years		
On loans wholly or partly repayable in more than five years	--	--
6. SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION		
Surplus on Ordinary Activities before Taxation is stated after charging-		
Depreciation - Tangible Fixed Assets	-	-
Accountancy (including VAT)	630	600
7. TAXATION		
The Sambourne Trust is a registered Charity, and is, therefore, exempt from liability on its Income and Capital Gains.		
8. NUMBER OF UNITS IN MANAGEMENT		
There are 10 units in management at 31st March 2023 (10 at 31st March 2022)		

**THE SAMBOURNE TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS (CONT..)**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

	2023	2022
	<u>Total</u>	<u>Total</u>
FIXED ASSETS		
8. LAND & BUILDINGS		
Cost:		
As at 1st April 2022	288240	288240
As at 31st March 2023	288240	288240
Less:		
HOUSING ASSOCIATION GRANT:		
As at 1st April 2022	220995	220995
As at 31st March 2023	220995	220995
NET BOOK VALUE:		
As at 31st March 2023	67245	67245
9. OTHER FIXED ASSETS		
Fixtures and Fittings		
Costs		
As 1st April 2022	194	194
Additions during the year		
As at 31st March 2023	194	194
Depreciation		
As at 1st April 2022	194	194
Charge for the year	-	-
Net Book Value		
As at 31st March 2023	Nil	Nil
10. FIXED ASSETS		
INVESTMENTS	Nil	Nil
11. DEBTORS		
Amounts falling due within one year		
Arrears of Maintenance Contributions	Nil	Nil
Prepayments and Accrued Income		
12. CURRENT ASSETS		
INVESTMENTS	Nil	Nil
Balance at 31st March 2023	100,000	Nil

**THE SAMBOURNE TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS (CONT..)**  
**FOR THE YEAR ENDED 31ST MARCH 2023**

13. CREDITORS: Amounts falling due within one year -

Other Creditors and Accruals	860	860
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14. CREDITORS: Amounts falling due after more than one year -

Housing Loan	--	--
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Mortgage loan due to Housing Corporation is secured by means of a first charge. The deeds for the properties are held by the Corporation's solicitors.

15. PROVISION FOR LIABILITIES AND CHARGES	Nil	Nil
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16. DESIGNATED RESERVES: Property Equity Account

Balance @ 01/04/2022	40000	
Balance @ 31/03/2023	<u>40000</u>	

The trust has built up reserves from income in excess of this figure which is held in case of any building work to be undertaken in the future.

17. CAPITAL COMMITMENTS

Capital Expenditure that has been contracted for but has not been provided for in the Financial Statements	Nil	Nil
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Capital Expenditure that has been authorised by the Trustees but has not yet been contracted for	Nil	Nil
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18. CONTINGENT LIABILITIES

At 31st March 2023 and 31st March 2022 there were no known contingent liabilities.