

**MISS HANNAH LEVICK'S CHARITY**  
**REPORT AND FINANCIAL STATEMENTS**

**31 DECEMBER 2023**

**LEMANS**  
**CHARTERED CERTIFIED ACCOUNTANTS**  
**NOTTINGHAM**

**MISS HANNAH LEVICK'S CHARITY**

**REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2023**

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**MISS HANNAH LEVICK'S CHARITY**  
**REPORT AND FINANCIAL STATEMENTS**  
**YEAR ENDED 31 DECEMBER 2023**

**CHARITY REFERENCE AND ADMINISTRATIVE DETAILS**

**STATUS**

Miss Hannah Levick's Charity is a charity whose registration number is 217557. The Charity was created under the terms of the will of Miss Hannah Levick.

**TRUSTEES**

Reverend C D Harrison (Ex-Officio as Rector of St. Peter's Church, Nottingham) (resigned 1 May 2024)

Mrs J Hopewell – Chairman

Mrs J Huckle

Mr I Wright (appointed 16 May 2023)

Three vacancies at 31 December 2023

Mr K R Charter, Clerk to the Trustees

**ADDRESS**

Levick Court  
 Launder Street  
 The Meadows  
 Nottingham NG2 1HL

**CORRESPONDENCE ADDRESS**

9 Queensbury Avenue  
 West Bridgford  
 Nottingham  
 NG2 7GE

**BANKERS**

TSB Bank plc  
 11 Low Pavement  
 Nottingham  
 NG1 7DQ

**INDEPENDENT EXAMINER**

Karen Mealand  
 Lemans  
 Chartered Certified Accountants  
 29 Arboretum Street  
 Nottingham  
 NG1 4JA

**MISS HANNAH LEVICK'S CHARITY****REPORT AND FINANCIAL STATEMENTS****YEAR ENDED 31 DECEMBER 2023****TRUSTEES' REPORT**

The trustees present their annual report and financial statements for the year ended 31 December 2023. The Trustees have adopted the provisions of The Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' in preparing their accounts. The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with The Charity's governing document, The Charities Act 2011 and 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 published in October 2019.

**OBJECTIVE**

The provision of accommodation for people over 60 years of age domiciled in Nottingham with proven limited means and a housing need.

**PUBLIC BENEFIT**

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities. The objective of the charity and details of who and how the charity has helped can be found in this report.

**REVIEW OF THE YEAR**

The Trustees continued to manage 12 warden-assisted almshouse flats at Levick Court for men and women who qualify for assistance under the terms of the Trust Deed dated 9 June 1983. In addition to the criteria set out in the Trust Deed for the issue of Licences to Occupy flats at Levick Court, Trustees policy remains to only make suitable appointments, ones that retain a proper level of community spirit within the Court. There were two vacancies at the end of December 2023 (two at the end of 2022). A beneficiary granted a Licence to Occupy one of the vacant flats late in the year briefly took up occupancy but subsequently moved out just before the year end. Trustees remained unable to take possession of another unoccupied, but fully furnished, flat due to a Court of Protection process ongoing since November 2021 while the ex-resident remained in a care home. The part-time appointments of a Clerk, non-resident warden and gardener/handyman remained in place throughout the year.

Trustees continued to fulfil their statutory obligations as set out by The Pensions Regulator and other statutory bodies. They also continued to work in partnership with the Decent and Safe Homes Service (DASH), with whom they are accredited, and all twelve flats have a Licence issued under Nottingham City Council's Selective Licensing scheme. The policy of planned maintenance remained in place with the aim of ensuring a suitable condition level for the whole estate under management. The programme of securing Electrical Installation Condition reports for all flats was complete at the year-end apart from the flat subject to the above-mentioned Court of Protection process. The walk-in shower in one of the flats (the only one with that provision) was completely refurbished, including replacement pumps and tiling. Trustees commissioned the annual gas engineer inspections and reports both for the safety of residents and also to comply with a requirement under the 10-year warranty for the boilers installed between November 2019 – August 2020. Repayments were met for the twice-yearly instalments due under the 60-year mortgage taken out in 1982 and therefore payable until 2042.

Lemans (Accountants) who had previously had responsibility for payroll administration, additionally took over further administrative duties during the year for the Maintenance Charge recording and for the online payment of invoices approved by the Clerk or Trustees.

**FINANCIAL REVIEW**

In line with Charity Commission recommendations, the Trustees have set the minimum level of unrestricted reserves at an amount sufficient to cover all normal operating expenses for a year. At the end of the year, the Charity has more in reserves than this policy demands.

**REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2023**

**TRUSTEES' STATEMENT OF RESPONSIBILITIES**

The trustees are responsible for preparing the Trustees' Annual 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 the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards 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 operation.

The trustees are responsible for keeping proper accounting records that 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 Charities (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**RECRUITMENT AND APPOINTMENT OF TRUSTEES**

The charity welcomes eligible people who have an interest in helping the organisation achieve its objectives by becoming a Trustee

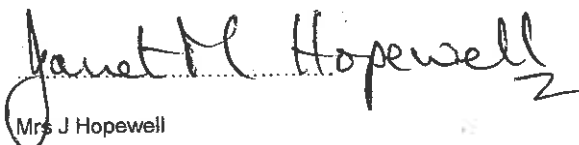
Those eligible must:

- be over the age of 18
- not be undischarged bankrupts
- not previously have been removed from trusteeship of a charity by a Court or the Charity Commissioners
- not be under a disqualification order under the Company Directors' Disqualification Act 1986
- not be disqualified by the Charities Act 1993 (Section 72) from acting as a charity trustee

**INDUCTION AND TRAINING OF NEW TRUSTEES**

To ensure Trustees are fully competent, the charity will:

- Support induction, in a manner tailored to the experience of the individual, by the use of a 'buddy' system whereby each new Trustee is guided by an experienced Trustee or recently retired Trustee
- Provide access to – and where appropriate cover the costs of – induction training
- Provide a job description for honorary officers

  
Mrs J Hopewell

21.10.2024

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF

4.

### MISS HANNAH LEVICK'S CHARITY

I report to the charity trustees on my examination of the accounts for the year ended 31 December 2023 which are set out on pages five to twelve.

#### **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 charity's accounts carried out under section 145 of the 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 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 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.

*K Mealand*

Karen Mealand FCCA  
Lemans  
29 Arboretum Street  
Nottingham  
NG1 4JA

Date *24 October 2024*

**MISS HANNAH LEVICK'S CHARITY**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**YEAR ENDED 31 DECEMBER 2023**

	<u>Note</u>	<u>£</u>	<u>2023</u>	<u>£</u>	<u>£</u>	<u>2022</u>	<u>£</u>
<b>INCOME</b>							
Maintenance charges receivable			44,232			38,471	
Investment Income:							
COIF Charities Deposit Fund		932			205		
CBF Investment Fund Shares		4,868			4,706		
		<u>          </u>	5,800		<u>          </u>	4,911	
Other income			309			150	
			<u>          </u>			<u>          </u>	
<b>TOTAL INCOME</b>			50,341			43,532	
<b>EXPENDITURE</b>							
Direct Property Management costs	9	27,453			24,396		
Administration costs	10	13,719			10,878		
Loan Interest – Orchardbrook Ltd		5,353			5,402		
		<u>          </u>	46,525		<u>          </u>	40,676	
<b>TOTAL EXPENDITURE</b>			<u>          </u>			<u>          </u>	
<b>NET INCOME BEFORE GAINS ON INVESTMENT ASSETS</b>			3,816			2,856	
Gain/(Loss) on revaluation of investments	3		15,372			(21,079)	
			<u>          </u>			<u>          </u>	
<b>NET INCOME/(EXPENDITURE) - NET MOVEMENT IN FUNDS</b>			19,188			(18,223)	
<b>TOTAL FUNDS AT 1 JANUARY 2023</b>			212,655			230,878	
			<u>          </u>			<u>          </u>	
<b>TOTAL FUNDS AT 31 DECEMBER 2023</b>	7		£231,843			£212,655	
			<u>          </u>			<u>          </u>	

**MISS HANNAH LEVICK'S CHARITY**  
**BALANCE SHEET - 31 DECEMBER 2023**

6.

	<u>Note</u>	<u>2023</u>	<u>2022</u>
		£	£
<b>TANGIBLE FIXED ASSETS</b>			
Freehold Almshouses	2	148,268	151,008
Less: Housing Association Grant		90,979	90,979
		<hr/>	<hr/>
		57,289	60,029
<b>INVESTMENTS</b>	3	181,299	161,059
		<hr/>	<hr/>
<b>TOTAL FIXED ASSETS</b>		238,588	221,088
<b>CURRENT ASSETS</b>			
Debtors and Prepayments		2,441	1,910
Investment - COIF Deposit Accounts	4	22,186	21,256
Cash at bank		10,461	11,247
		<hr/>	<hr/>
		35,088	34,413
<b>CURRENT LIABILITIES</b>			
Creditors - Amounts falling due within one year	5	4,280	4,856
		<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		30,808	29,557
		<hr/>	<hr/>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		269,396	250,645
<b>CREDITORS</b>			
Amounts falling due after more than one year	6	37,553	37,990
		<hr/>	<hr/>
<b>NET ASSETS</b>		£231,843	£212,655
		<hr/>	<hr/>
<b>TRUST FUNDS (ALL UNRESTRICTED)</b>	7		
Capital Account		(21,425)	(21,425)
Revenue Reserves		124,560	119,173
Designated Reserves	8	25,303	26,874
Investment Revaluation Reserve		103,405	88,033
		<hr/>	<hr/>
<b>TOTAL FUNDS</b>		£231,843	£212,655
		<hr/>	<hr/>

The financial statements were approved on 21-10-2024 by the Trustees and are signed on their behalf by:

Mr I Wright

Mrs J Hopewell

*Janette Hopewell*  
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**NOTES TO THE ACCOUNTS**

**YEAR ENDED 31 DECEMBER 2023**

**1. ACCOUNTING POLICIES**

The Charity constitutes a public benefit entity as defined by FRS102.

The accounts have been prepared 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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102), the Charities Act 2011, the Church Accounting (Amendment) Regulations 2006 and UK Generally Accepted Accounting Practice.

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 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 issued in October 2019 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements include all transactions, assets and liabilities for which the Charity is responsible in law.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern.

The financial statements are presented in sterling which is the functional currency of the charity and rounded to the nearest pound.

**Investments**

Investments are shown at fair value at the year end date. The annual surplus or deficit on revaluation is transferred to an Investment Revaluation Reserve (note 7).

**Current Investments**

The Charity holds cash on deposit for investment purposes, which is recorded at transaction price, in order to obtain a better rate of return, thereby increasing their income enabling them to meet their objects.

**Cash at bank**

The Charity holds sufficient funds in order to meet its short term cash commitments as they fall due.

**Debtors and Creditors**

Debtors and creditors receivable or payable within one year are recorded at transaction price.

**Income**

Income is recognised when it becomes receivable.

**MISS HANNAH LEVICK'S CHARITY****NOTES TO THE ACCOUNTS****YEAR ENDED 31 DECEMBER 2023****Housing Association grants**

Housing Association Grants (HAG) were made by the Department of the Environment and utilised to reduce the cost of a development to an amount which it is estimated can be serviced by the net annual income of the scheme. In the balance sheet the development costs have been reduced by the amount of HAG received.

**Mortgage loan**

The mortgage loan is advanced by Orchardbrook Ltd (formerly the Housing Corporation) under the terms of a mortgage deed. Advances are available only in respect of those developments which have been given approval for Housing Association Grant by the Department of the Environment or the Housing Corporation.

**Fixed assets**

Almshouses are stated at cost less accumulated depreciation and Housing Association Grant. The development cost of Almshouses include the following:

- i] Cost of acquiring land and buildings
- ii] Development expenditure

**Depreciation**

Depreciation is charged on a straight line basis over the estimated economic life of the almshouses at 2% per annum on the cost minus Housing Association Grant received.

**MISS HANNAH LEVICK'S CHARITY****NOTES TO THE ACCOUNTS****YEAR ENDED 31 DECEMBER 2023****2. TANGIBLE FIXED ASSETS**

12 Almshouses Launder Street, The Meadows, Nottingham.

	£
Cost - land	2,486
buildings	227,982
	<hr/>
	£230,468
	<hr/>
Depreciation - at 31.12.2022	79,460
charge for year	2,740
	<hr/>
at 31.12.2023	£82,200
	<hr/>
Net book value 31.12.2023	£148,268
	<hr/>
31.12.2022	£151,008
	<hr/>

**3. INVESTMENTS**

	<u>Units</u>	<u>Cost</u> £
CBF Investment Fund shares		
Balance at 31.12.2022	7,795	73,046
Re-investment of dividends into shares		
during year	225	4,868
	<hr/>	<hr/>
Balance at 31.12.2023	8,020	£77,914
	<hr/>	<hr/>
<u>Reconciliation of movement in fair value</u>		
Fair value at 31.12.2022		161,059
Dividends reinvested		4,868
		<hr/>
		165,927
Transfer to revaluation reserve		15,372
		<hr/>
Fair value at 31.12.2023		£181,299
		<hr/>

**NOTES TO THE ACCOUNTS****YEAR ENDED 31 DECEMBER 2023**

4. CURRENT ASSET INVESTMENTS

	2023	2022
	£	£
Cash held for investment	22,186	21,256

5. CREDITORS

	2023	2022
	£	£
Amounts falling due within one year		
Heat and light	64	64
Accountancy fees	2,590	2,758
Orchardbrook Ltd Loan (note 6)	389	339
Maintenance paid in advance	616	689
PAYE	621	494
Maintenance costs	-	512
	£4,280	£4,856

6. CREDITORS

Amounts falling due after more than one year

Orchardbrook Ltd Loan

The loan is repayable half yearly by equal instalments, the last instalment of which falls to be paid on 30 November 2042.  
Interest is payable at a rate of 14% fixed in 1982 on the outstanding balance.

	£37,553	£37,990
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7. MOVEMENTS IN FUNDS

	At 1 Jan 2023	Incoming Resources	Outgoing Resources	Transfers	At 31 Dec 2023
	£	£	£	£	£
Unrestricted Funds					
Capital Account	(21,425)	-	-	-	(21,425)
Revenue Reserves	119,173	50,341	46,525	1,571	124,560
Designated Reserves (note 8)	26,874	-	-	(1,571)	25,303
Investment Revaluation Reserve	88,033	15,372	-	-	103,405
	£212,655	£65,713	£46,525	£-	£231,843

	At 1 Jan 2022	Incoming Resources	Outgoing Resources	Transfers	At 31 Dec 2022
	£	£	£	£	£
Unrestricted Funds					
Capital Account	(21,425)	-	-	-	(21,425)
Revenue Reserves	114,698	43,532	40,676	1,619	119,173
Designated Reserves (note 8)	28,493	-	-	(1,619)	26,874
Investment Revaluation Reserve	109,112	-	21,079	-	88,033
	£230,878	£43,532	£61,755	£-	£212,655

**NOTES TO THE ACCOUNTS****YEAR ENDED 31 DECEMBER 2023****8. DESIGNATED RESERVES**

- i] "Capital Reserve Applied". Transfers to this fund from revenue reserves represent the proportion of development costs not financed by the Housing Association Grant.
- ii] Extraordinary Repair Fund. This fund has been created to meet the cost of major repairs and renewals.

	Capital Reserve Applied £	Extraordinary Repair Fund £	Total £
Balance at 31.12.2022	21,707	5,167	26,874
Transfers to Revenue Reserves	(2,351)	-	(2,351)
Transfers to Extraordinary Repair Fund		780	780
	<hr/>	<hr/>	<hr/>
Balance at 31.12.2023	£19,356	£5,947	£25,303
	<hr/>	<hr/>	<hr/>

The transfer to Revenue Reserves from Capital Reserves Applied is made up as follows:

	£
Amount equal to depreciation	
Charge for the year	2,740
Amount equal to loan repaid	(389)
	<hr/>
	£2,351
	<hr/>

**9. DIRECT PROPERTY MANAGEMENT COSTS**

	2023 £	2022 £
Council tax (voids)	3,950	3,590
Water rates	5,203	3,990
Utilities (voids)	127	647
External lighting	818	616
Insurance	2,085	1,804
Depreciation	2,740	2,740
Gardener/handyman's wages	2,707	2,614
Day to day repairs & maintenance	3,675	7,099
Bathroom replacement	5,610	
Alarm Monitoring fee	538	1,296
	<hr/>	<hr/>
	£27,453	£24,396
	<hr/>	<hr/>

NOTES TO THE ACCOUNTSYEAR ENDED 31 DECEMBER 2023

10.	ADMINISTRATION COSTS	<u>2023</u> £	<u>2022</u> £
	Telephone (Alarm line – flat 9)	-	55
	Subscriptions - National Association of Almshouses	233	222
	Wardens wages	4,077	3,984
	Birthday gifts to residents	-	20
	Clerks wages	4,437	4,386
	Clerks expenses	398	392
	Independent Examiner's Fee	1,488	1,404
	Bookkeeping costs	2,700	-
	Payroll costs	386	302
	Advertising	-	100
	Postage and stationery	-	13
		<hr/>	<hr/>
		£13,719	£10,878
		<hr/>	<hr/>

There was no Trustees remuneration, benefits or expenses for the year ended 31 December 2023 nor for the year ended 31 December 2022.

No employee received total emoluments of more than £60,000. The average number of staff employed was 3 (2022 – 3).

11. **UNITS OF ACCOMMODATION**

The Charity had 12 units in management at the beginning and end of the period.

12. **RELATED PARTY TRANSACTIONS**

There were no related party transactions in the year.