

HONEYWOOD HOUSE NURSING HOME

England & Wales · Charity number 221746

Details

Other names HONEYWOOD HOUSE CONVALESCENT NURSING HOME

Status Registered

Legal form Trust

Registered 1963-08-06

Register [View on the Charity Commission register](#)

Contact

Address Honeywood House Nursing Home
Horsham Road
Rowhook
Horsham
RH12 3QD

Phone 01306627389

Email enquiries@honeywoodhouse.co.uk

Website www.honeywoodhouse.co.uk

Activities

Objects: TO USE HONEYWOOD HOUSE AS A NURSING AND CONVALESCENT HOME FOR ANY MEMBERS OF THE PUBLIC FOR REST AND RETREAT TOGETHER WITH THE NECESSARY SPIRITUAL BACKGROUND AND FOR THE GIVING OF PSYCHOLOGICAL AND SPIRITUAL HELP TO THOSE IN NEED OF REHABILITATION AFTER ILLNESS OR SETBACKS.

Activities: The objectives of the charity, which have been applied during the year, are set out in the Trust Deed. Such objectives require the trustees to apply the property, Honeywood House, as a nursing home for the members of the public requiring long or short term care.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** The Advancement Of Health Or Saving Of Lives, Disability
- **Who:** Elderly/old People, People With Disabilities

Geography

- Area of benefit: NATIONAL
- Surrey
- West Sussex

Finances

Period end	Income	Expenditure	Assets	Employees
2025-01-31	£1,966,804	£2,192,511	£2,424,371	53
2024-01-31	£1,872,078	£1,917,645	£2,650,078	47
2023-01-31	£1,721,843	£1,649,894	£2,695,645	43
2022-01-31	£1,610,931	£1,458,168	£2,623,696	43
2021-01-31	£1,498,899	£1,534,160	£2,470,933	54

Trustees

Name	Role	Appointed
David White		2021-01-13
Ivy Gale Blackwell		2018-09-26
PAUL ROGER JOHNSON		2013-08-27
Rosamund Heath		2025-07-11
Sarah Louise Webb		2025-09-30

HONEYWOOD HOUSE NURSING HOME

England & Wales - Charity number 221746

Accounts

Charity registration number 221746 (England and Wales)

**HONEYWOOD HOUSE NURSING HOME
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2025**

HONEYWOOD HOUSE NURSING HOME

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees P R Johnson (Retired Policeman)
I G Blackwell
D White
R Heath (Appointed 11 July 2025)
S L Webb (Appointed 30 September 2025)

Charity number 221746

Principal address Honeywood House
Horsham Road
Rowhook
Horsham
West Sussex
England
RH12 3QD

Auditor Anova
The Barn, Meadow Court
Faygate Lane
Faygate
Horsham
West Sussex
RH12 4SJ

Bankers National Westminster Bank Plc
77 High Street
Goldaming
Surrey
GU7 1AR

Solicitors DMH Stallard LLP
1st Floor Wonersh House
The Guildway
Old Portsmouth Road
Guildford
Surrey
GU3 1LR

HONEYWOOD HOUSE NURSING HOME

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HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JANUARY 2025

The trustees present their annual report and financial statements for the year ended 31 January 2025.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objectives of the charity, which have been applied during the year, are set out in the Trust Deed. Such objectives require the trustees to apply the property, Honeywood House, as a nursing home for the members of the public requiring long or short term care.

It is the overall philosophy of Honeywood House that each resident should be viewed as an individual with basic rights of privacy, dignity and respect. The aims of the nursing care are - to endeavour to provide a homely, caring, safe and tranquil environment - to implement and maintain a planned approach to nursing care where emphasis is placed on the promotion of independence wherever possible, but able to identify self-care deficits when they arise. It is the Home's responsibility to prepare and encourage genuine teamwork within this multi-disciplinary setting. Finally, the importance of maintaining a quality of living and all that can be done to help until life's end is recognised. The trustees are required to levy a charge for the provision of such services of an amount, which they in their absolute discretion consider fair and reasonable.

The accommodation is full board and welfare facilities such as a library, general shopping, hairdressing, chiropody, physiotherapy, visiting optician and dentist and personal laundry are provided. A communion service is held monthly. Musical entertainment, Pantomines, Magicians & animal Therapy is provided on a regular basis. A fulltime activity Co-Ordinator & her team are also employed to deliver activities & outings In-House daily.

Public benefit

The trustees have paid due regard to public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Significant activities and achievements against objectives

The charity's philosophy of providing a high standard of nursing care and kind attention according to its objectives was continued throughout the year. This has enabled the Nursing Home to maintain an excellent reputation within the community.

The Home has continued its registered membership with the Care Quality Commission (CQC), the National Care Homes Association (NCHA) and the West Sussex Partners in Care (WSPiC).

The Home continues its association with Citation and Quality Compliance System (QCS) with regard to policies and procedures for Health & Safety & Employment Law.

Staff are continually kept up to date on Health and Safety, Moving and Handling, Protection of Vulnerable Adults, Fire Safety, Wound Care, Infection Control, First Aid & Care of the Dying, Equality & Diversity, Diet & Nutrition, MCA & DOLS, Dementia, Medication and Data Protection & Governance. They receive tuition from professional trainers in-house and on-line training is available from Gateway, Laser and Citation e-courses. We continue to use Crawley College for Health & Social care training and all new Health Care Assistants complete the Care Certificate.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2025

The trustees have ensured that Honeywood House continues to be maintained to the highest standard, and in the year to 31 January 2025 and in the forthcoming year, the nursing home continues to be upgraded and maintained inside and outside with various refurbishment having taken place last year. Bedrooms continue to be refurbished as they become vacant ready for new residents. The nursing home has re-instated 2 bedrooms bringing their capacity up to 27 giving an increased revenue to assist on going maintenance in the home. A new stand alone Laundry facility has been erected in the grounds to replace the redundant old laundry room.

The nursing home has improved its carbon footprint by planting more trees, replacing more windows with PVC double glazed units. Low energy lighting is being used in-house with solar energy lighting used externally. Menu changes have taken place to support our carbon footprint & the introduction of the in-house charity shop enables the nursing home to recycle clothes & other goods. Low heat touch electric heaters have been introduced to reduce oil usage.

Digital programmes have been introduced covering care plans & all records, audits etc to reduce use of paper.

Use of local suppliers supporting the local community & reducing travelling time & fuels.

The nursing home is now using Nourish Digital which is registered under the ICO for License & Data Protection to record all the resident's care, nursing procedures & medical files on. All the nursing home's Quality Assurance & Health & Safety documentation is also recorded on this system.

The nursing home has also invested in E Mar for the nursing staff to record all medication given plus it automatically audits the whole procedure & stock levels of medication.

The Nursing home is compliant with the National Data opt-out Policy also.

Current year achievements include:

- New carpet to rooms, 24, 5, 27, 25 & corridor area leading to rooms 19 & 20.
- New stand-alone laundry facilities in the grounds.
- New "starlink" satellite dish giving us a terabit of data a month.
- New PVC double glazed windows to room 3, 3a & 3b.
- New PVC double glazed windows to rooms 24, 12, 28. 15 & 2 corridor windows.
- New kitchen equipment.

There is an on-going refurbishment plan to continue in making the Home a better place with further works planned for the coming year.

Fundraising performance

Various fundraising events continue to help the running of the minibus and outings for our residents.

Financial review

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. Where the need arises for large capital expenditure, the trustees consider ways in which it can build up a surplus including seeking grants, and spreading costs over a period of time where possible.

Whilst during this accounting year reserves have depleted, this again is due to the high cost of maintenance upgrades required by law, and ever rising running costs and wages bills. However steps are being taken to reduce these costs with new suppliers sourced and new cheaper servicing contracts signed. With regard to energy costs, the possibility of solar panels to again reduce costs is being investigated, The Trustees are confident that reserves can be brought back to an acceptable level.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2025

Principal funding sources

The total income receivable from residents amounts to £1,953,472 (2024- £1,854,067). Resident's occupancy numbers increased in the year.

The total expenditure in the year increased by 14.3% (2024 – 16.2% increase). Trustee, staff and agency cost account for 76% (2024 – 74.8%) of total charity expenditure. Food, provisions, medical and patient care consumables also account for 5.4% (2024 – 6%) of total charity expenditure.

The deficit for the year was £225,707 compared to a deficit in 2024 of £45,567.

At the balance sheet date, general funds held amounted to £24,371 (2024 - £250,078).

Major risks

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Factors likely to affect future financial performance

The trustees are continuing to explore possible options to develop a brownfield site within the grounds of the property in order to provide cash funds in the future. They are also in discussions with a company with the potential of using one of the fields for solar panels to reduce their carbon footprint further and their electricity bills.

Structure, governance and management

The charity is governed by its Trust Deed dated 1st December 1959.

The trustees who served during the year and up to the date of signature of the financial statements were:

S M White	(Resigned 12 September 2025)
V A White	(Resigned 30 September 2025)
P R Johnson (Retired Policeman)	
I G Blackwell	
D White	
R Heath	(Appointed 11 July 2025)
S L Webb	(Appointed 30 September 2025)

Recruitment and appointment of trustees

Appointment of trustees is governed by the Trust Deed. The board of trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. Suitable candidates would be interviewed and a training course would be made available.

None of the trustees has any beneficial interest in the charity. All of the trustees are members of the charity and guarantee to contribute £1 in the event of a winding up.

The trustees of the charity are legally responsible for the overall management and control of the nursing home. The day to day running of the nursing home is delegated to the full-time registered manager Ivy Blackwell, and the general manager Sandra White, who are supported by fully trained nursing staff on duty 24 hours a day and domestic and maintenance staff. Weekly visits are made by a doctor and physiotherapist.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2025

The trustees' report was approved by the Board of Trustees.

D White
Trustee

22 October 2025

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 JANUARY 2025

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 and 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 year.

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;
- 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; and
- 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 sufficient 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 Charity (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.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Opinion

We have audited the financial statements of Honeywood House Nursing Home (the 'charity') for the year ended 31 January 2025 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 January 2025 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We identify and assess risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the industry and sector, control environment and charity's performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
 - the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud. In common with all audits we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory framework that the charity operates in. The key laws and regulations we considered in this context included the Care Quality Commission, Charities Act 2011, Charities SORP and employment legislation.

In addition we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty.

As a result of performing the above, we did not identify any key matters related to the potential risk of fraud or non-compliance with laws and regulations.

Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reviewing minutes of meetings of those charged with governance, reviewing internal reports and reviewing correspondence with regulators, and;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments, assessing whether the judgements made in making accounting estimates are indicative of a potential bias and evaluating the rationale for any significant transactions that are unusual or outside the normal course of operation.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indication of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Other matters

Your attention is drawn to the fact that the charity has prepared financial statements 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)" (as amended) 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 now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

Use of our report

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. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Matthew Cleghorn FCA BSc (Hons) (Senior Statutory Auditor)

For and on behalf of Anova, Statutory Auditor

Chartered Accountants

The Barn, Meadow Court

Faygate Lane

Faygate

Horsham

West Sussex

RH12 4SJ

22 October 2025

Anova is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JANUARY 2025

	Notes	Unrestricted funds 2025 £	Restricted funds 2025 £	Endowment funds 2025 £	Total 2025 £	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £
<u>Income and endowments from:</u>									
Donations and legacies	3	3,385	-	-	3,385	5,733	-	-	5,733
Charitable activities	4	1,953,472	-	-	1,953,472	1,854,067	-	-	1,854,067
Other trading activities	5	53	-	-	53	512	-	-	512
Investments	6	4,594	-	-	4,594	4,509	-	-	4,509
Other income	7	5,300	-	-	5,300	7,257	-	-	7,257
Total income		<u>1,966,804</u>	<u>-</u>	<u>-</u>	<u>1,966,804</u>	<u>1,872,078</u>	<u>-</u>	<u>-</u>	<u>1,872,078</u>
<u>Expenditure on:</u>									
Raising funds	8	1,494,317	-	-	1,494,317	1,246,373	-	-	1,246,373
Charitable activities	10	698,194	-	-	698,194	671,272	-	-	671,272
Total expenditure		<u>2,192,511</u>	<u>-</u>	<u>-</u>	<u>2,192,511</u>	<u>1,917,645</u>	<u>-</u>	<u>-</u>	<u>1,917,645</u>
Net expenditure for the year/ Net movement in funds		<u>(225,707)</u>	<u>-</u>	<u>-</u>	<u>(225,707)</u>	<u>(45,567)</u>	<u>-</u>	<u>-</u>	<u>(45,567)</u>
Fund balances at 1 February 2024		<u>250,078</u>	<u>1,400,000</u>	<u>1,000,000</u>	<u>2,650,078</u>	<u>295,645</u>	<u>1,400,000</u>	<u>1,000,000</u>	<u>2,695,645</u>
Fund balances at 31 January 2025		<u><u>24,371</u></u>	<u><u>1,400,000</u></u>	<u><u>1,000,000</u></u>	<u><u>2,424,371</u></u>	<u><u>250,078</u></u>	<u><u>1,400,000</u></u>	<u><u>1,000,000</u></u>	<u><u>2,650,078</u></u>

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

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

HONEYWOOD HOUSE NURSING HOME

BALANCE SHEET

AS AT 31 JANUARY 2025

		2025		2024	
	Notes	£	£	£	£
Fixed assets					
Tangible assets	15		2,577,828		2,502,255
Current assets					
Stocks	16	2,358		2,573	
Debtors	17	75,436		49,269	
Cash at bank and in hand		293,148		352,402	
		<u>370,942</u>		<u>404,244</u>	
Creditors: amounts falling due within one year	19	<u>(336,411)</u>		<u>(256,421)</u>	
Net current assets			34,531		147,823
Total assets less current liabilities			<u>2,612,359</u>		<u>2,650,078</u>
Creditors: amounts falling due after more than one year	20		<u>(187,988)</u>		<u>-</u>
Net assets			<u>2,424,371</u>		<u>2,650,078</u>
The funds of the charity					
Endowment funds			1,000,000		1,000,000
Restricted income funds			1,400,000		1,400,000
Unrestricted funds	23		24,371		250,078
			<u>2,424,371</u>		<u>2,650,078</u>

The financial statements were approved by the trustees on 22 October 2025

D White
Trustee

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 JANUARY 2025

	Notes	2025 £	£	2024 £	£
Cash flows from operating activities					
Cash (absorbed by)/generated from operations	27		(130,635)		24,565
Investing activities					
Purchase of tangible fixed assets		(128,946)		(18,014)	
Investment income received		4,594		4,509	
Net cash used in investing activities			(124,352)		(13,505)
Financing activities					
Proceeds from new bank loans		200,000		-	
Repayment of bank loans		(4,267)		-	
Net cash generated from financing activities			195,733		-
Net (decrease)/increase in cash and cash equivalents			(59,254)		11,060
Cash and cash equivalents at beginning of year			352,402		341,342
Cash and cash equivalents at end of year			293,148		352,402

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 2025

1 Accounting policies

Charity information

Honeywood House Nursing Home is an unincorporated charity registered in England & Wales. The principal address is Rowhook, Horsham, West Sussex, RH12 3QD.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

The Trustees understand and believe that even though Honeywood has suffered a loss this year, this is mainly due to ongoing maintenance upgrades which are near to completion. Honeywood however has remained at full capacity throughout the Year and continues to provide excellent Nursing care to the local community.

As a result, at the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2025

1 Accounting policies

(Continued)

Assets for distribution are recognised only when distributed. Assets given for use by the charity are recognised when receivable. Stocks of undistributed donated goods are not valued for balance sheet purposes.

Nursing home accommodation fee income from residents are invoiced monthly in advance and give rise to deferred income as at the year end. These are recognised accordingly within these financials.

Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Held at valuation
Fixtures and fittings	10% and 20% on cost

The charity has adopted a policy to revalue its freehold property at least every five years by a suitably qualified person, independent of Honeywood House Nursing Home with the most recent valuation carried out on 1 November 2021 by Barrett Corp Harrington.

As the asset is held at valuation rather than cost it has not been deemed necessary to depreciate the asset.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2025

1 Accounting policies

(Continued)

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Taxation

The charity is exempt from tax on its charitable activities.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2025

1 Accounting policies (Continued)

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Donations and gifts	3,385	5,733

4 Income from charitable activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Charitable activities		
Income from residents	1,953,472	1,854,067

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2025

5 Income from other trading activities

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Fundraising events	53	512

6 Income from investments

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Interest receivable	4,594	4,509

7 Other income

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
Government grants	-	7,257
Other income	5,300	-
	5,300	7,257

8 Raising funds

	Unrestricted funds 2025 £	Unrestricted funds 2024 £
<u>Trading costs</u>		
Other trading activities (see note 9)	1,494,317	1,246,373
	1,494,317	1,246,373

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2025

9 Other trading activities

	Unrestricted funds	Unrestricted funds
	2025	2024
	£	£
Opening stock	2,574	2,692
Purchases of food, provisions and medical goods	114,765	109,138
Closing stock	(2,358)	(2,574)
Staff costs	1,315,579	1,063,502
Laundry & cleaning	56,860	67,038
Newspapers, magazines etc.	2,450	148
Patient care consumables	4,447	6,429
	<u>1,494,317</u>	<u>1,246,373</u>

10 Charitable activities

	Nursing home	Nursing home
	2025	2024
	£	£
Agency staff salaries	178,472	205,501
Rates and water	13,186	10,726
Insurance	16,967	16,877
Light and heat	62,564	52,648
Sundries	1,220	1,064
Garden maintenance costs	8,961	10,900
Repairs and maintenance costs	64,067	59,137
Fire alarm and security costs	2,990	1,965
Subscriptions	8,331	9,343
	<u>356,758</u>	<u>368,161</u>
Share of support costs (see note 11)	291,451	278,250
Share of governance costs (see note 11)	49,985	24,861
	<u>698,194</u>	<u>671,272</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2025

11 Support costs

	Support costs	Governance costs	2025	Support costs	Governance costs	2024
	£	£	£	£	£	£
Trustees' remuneration, social security and pension	171,812	-	171,812	165,046	-	165,046
Depreciation	53,373	-	53,373	48,599	-	48,599
Motor expenses	2,211	-	2,211	1,920	-	1,920
Travelling expenses	10,236	-	10,236	11,764	-	11,764
Office costs	18,586	-	18,586	15,492	-	15,492
Entertainment	9,299	-	9,299	11,450	-	11,450
Bank and credit card charges	2,277	-	2,277	521	-	521
Computer, website and software costs	3,721	-	3,721	4,454	-	4,454
Staff related expenses	5,625	-	5,625	5,317	-	5,317
Advertising	3,405	-	3,405	3,320	-	3,320
Accountancy fees	10,906	-	10,906	10,367	-	10,367
Audit fees	-	9,799	9,799	-	4,620	4,620
Legal and professional	-	33,942	33,942	-	20,241	20,241
Other interest payable	-	6,194	6,194	-	-	-
Bad debts	-	50	50	-	-	-
	<u>291,451</u>	<u>49,985</u>	<u>341,436</u>	<u>278,250</u>	<u>24,861</u>	<u>303,111</u>
Analysed between						
Charitable activities	<u>291,451</u>	<u>49,985</u>	<u>341,436</u>	<u>278,250</u>	<u>24,861</u>	<u>303,111</u>

Governance costs includes payments to the auditors of £9,799 (2024: £4,620) for audit fees and £10,906 (2024: £10,367) for other accountancy services.

12 Net movement in funds

	2025	2024
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	9,799	4,620
Depreciation of owned tangible fixed assets	53,373	48,599
	<u>63,172</u>	<u>53,219</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2025

13 Trustees

During the year, the following trustees received remuneration, social security and pension contributions as follows:

	2025 £	2024 £
S M White - Remuneration	34,384	35,312
S M White - Social Security	3,486	3,621
S M White - Pension	-	-
I G Blackwell - Remuneration	54,340	52,520
I G Blackwell - Overtime	26,835	23,218
I G Blackwell - Social Security	9,943	9,200
I G Blackwell - Pension	1,325	1,317
D G White - Remuneration	37,573	36,127
D G White - Social Security	3,926	3,743
D G White - Pension	-	-
	<u>171,812</u>	<u>165,058</u>

S White is employed by the charity as a General Manager and I Blackwell is employed as the Registered Manager. Permission to employ trustees to occupy these specific roles has been obtained from The Charity Commission in the past. Before awarding these roles a market salary benchmark review is carried out and other candidates are considered.

None of the trustees (or any persons connected with them) were paid or reimbursed expenses from the charity during the year.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2025

14 Employees

Number of employees

The average monthly number of employees during the year was:

	2025 Number	2024 Number
Support staff (excluding agency staff)	50	44
Trustee and management staff	3	3
	<u>53</u>	<u>47</u>

Employment costs (excluding agency staff costs)

	2025 £	2024 £
Wages and salaries	1,336,565	1,111,314
Social security costs	128,945	96,779
Other pension costs	21,882	20,455
	<u>1,487,392</u>	<u>1,228,548</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2025 Number	2024 Number
£70,000 - £79,999	-	1
£80,000 - £89,999	1	-
	<u>1</u>	<u>1</u>

15 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
Cost or valuation			
At 1 February 2024	2,400,000	536,915	2,936,915
Additions	-	128,946	128,946
	<u>2,400,000</u>	<u>665,861</u>	<u>3,065,861</u>
At 31 January 2025	2,400,000	665,861	3,065,861
Depreciation and impairment			
At 1 February 2024	-	434,660	434,660
Depreciation charged in the year	-	53,373	53,373
	<u>-</u>	<u>488,033</u>	<u>488,033</u>
At 31 January 2025	-	488,033	488,033
Carrying amount			
At 31 January 2025	<u>2,400,000</u>	<u>177,828</u>	<u>2,577,828</u>
At 31 January 2024	<u>2,400,000</u>	<u>102,255</u>	<u>2,502,255</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2025

15 Tangible fixed assets (Continued)

Freehold land and buildings, with a carrying amount of £2,400,000, were valued as at 1 November 2021 by Andy Bates Cert CII of Barrett Corp Harrington, independent valuers not connected with the charity.

16 Stocks

	2025 £	2024 £
Finished goods and goods for resale	2,358	2,573

17 Debtors

	2025 £	2024 £
Amounts falling due within one year:		
Trade debtors	48,751	39,013
Other debtors	6,935	-
Prepayments and accrued income	19,750	10,256
	<u>75,436</u>	<u>49,269</u>

18 Loans and overdrafts

	2025 £	2024 £
Bank loans	195,733	-
Payable within one year	7,745	-
Payable after one year	187,988	-

The long-term loans are secured by fixed charges over the property of Honeywood House, included in these accounts as freehold land and buildings.

19 Creditors: amounts falling due within one year

	Notes	2025 £	2024 £
Bank loans	18	7,745	-
Other taxation and social security		51,247	38,935
Deferred income	21	98,934	97,753
Trade creditors		48,408	33,472
Other creditors		14,974	19,778
Accruals		115,103	66,483
		<u>336,411</u>	<u>256,421</u>

The bank loan is secured over the freehold property.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2025

20 Creditors: amounts falling due after more than one year

	Notes	2025 £	2024 £
Bank loans	18	187,988	-

21 Deferred income

	2025 £	2024 £
Arising from residents income received in advance	98,934	97,753

Deferred income is included in the financial statements as follows:

	2025 £	2024 £
Deferred income is included within:		
Current liabilities	98,934	97,753
Movements in the year:		
Deferred income at 1 February 2024	97,753	93,267
Resources deferred in the year	1,181	4,486
Deferred income at 31 January 2025	98,934	97,753

22 Retirement benefit schemes

	2025 £	2024 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	1,325	1,317

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

23 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 February 2024 £	Incoming resources £	Resources expended £	At 31 January 2025 £
General funds	250,078	1,966,804	(2,192,511)	24,371

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2025

23 Unrestricted funds

(Continued)

Previous year:	At 1 February 2023	Incoming resources	Resources expended	At 31 January 2024
	£	£	£	£
General funds	295,645	1,872,078	(1,917,645)	250,078
	<u>295,645</u>	<u>1,872,078</u>	<u>(1,917,645)</u>	<u>250,078</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2025

24 Analysis of net assets between funds

	Unrestricted funds 2025 £	Restricted funds 2025 £	Endowment funds 2025 £	Total Unrestricted funds 2025 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £
Fund balances at 31 January 2025 are represented by:							
Tangible assets	177,828	1,400,000	1,000,000	2,577,828	102,255	1,400,000	2,502,255
Current assets/(liabilities)	34,531	-	-	34,531	147,823	-	147,823
Long term liabilities	(187,988)	-	-	(187,988)	-	-	-
	<u>24,371</u>	<u>1,400,000</u>	<u>1,000,000</u>	<u>2,424,371</u>	<u>250,078</u>	<u>1,400,000</u>	<u>2,650,078</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2025

25 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2025 £	2024 £
Within one year	27,768	28,068
Between two and five years	69,375	97,143
	<u>97,143</u>	<u>125,211</u>

26 Related party transactions

There were no disclosable related party transactions during the year (2024 - none).

27 Cash (absorbed by)/generated from operations

	2025 £	2024 £
Deficit for the year	(225,707)	(45,567)
Adjustments for:		
Investment income recognised in statement of financial activities	(4,594)	(4,509)
Depreciation and impairment of tangible fixed assets	53,373	48,599
Movements in working capital:		
Decrease in stocks	215	119
(Increase)/decrease in debtors	(26,167)	7,719
Increase in creditors	71,064	13,718
Increase in deferred income	1,181	4,486
Cash (absorbed by)/generated from operations	<u>(130,635)</u>	<u>24,565</u>

28 Analysis of changes in net funds

	At 1 February 2024 £	Cash flows £	At 31 January 2025 £
Cash at bank and in hand	352,402	(59,254)	293,148
Loans falling due within one year	-	(7,745)	(7,745)
Loans falling due after more than one year	-	(187,988)	(187,988)
	<u>352,402</u>	<u>(254,987)</u>	<u>97,415</u>

HONEYWOOD HOUSE NURSING HOME

England & Wales - Charity number 221746

Accounts

Charity registration number 221746

**HONEYWOOD HOUSE NURSING HOME
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2024**

HONEYWOOD HOUSE NURSING HOME

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	S M White V A White P R Johnson (Retired Policeman) I G Blackwell D White
Charity number	221746
Principal address	Honeywood House Horsham Road Rowhook Horsham West Sussex England RH12 3QD
Auditor	Anova The Barn, Meadow Court Faygate Lane Faygate Horsham West Sussex RH12 4SJ
Bankers	National Westminster Bank Plc 77 High Street Goldaming Surrey GU7 1AR
Solicitors	DMH Stallard LLP 1st Floor Wonersh House The Guildway Old Portsmouth Road Guildford Surrey GU3 1LR

HONEYWOOD HOUSE NURSING HOME

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HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JANUARY 2024

The trustees present their annual report and financial statements for the year ended 31 January 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objectives of the charity, which have been applied during the year, are set out in the Trust Deed. Such objectives require the trustees to apply the property, Honeywood House, as a nursing home for the members of the public requiring long or short term care.

It is the overall philosophy of Honeywood House that each resident should be viewed as an individual with basic rights of privacy, dignity and respect. The aims of the nursing care are - to endeavour to provide a homely, caring, safe and tranquil environment - to implement and maintain a planned approach to nursing care where emphasis is placed on the promotion of independence wherever possible, but able to identify self-care deficits when they arise. It is the Home's responsibility to prepare and encourage genuine teamwork within this multi-disciplinary setting. Finally, the importance of maintaining a quality of living and all that can be done to help until life's end is recognised. The trustees are required to levy a charge for the provision of such services of an amount, which they in their absolute discretion consider fair and reasonable.

The accommodation is full board and welfare facilities such as a library, general shopping, hairdressing, chiropody, physiotherapy, visiting optician and dentist and personal laundry are provided. A communion service is held monthly. Musical entertainment, Pantomines, Magicians & animal Therapy is provided on a regular basis. A fulltime activity Co-Ordinator & her team are also employed to deliver activities & outings In-House daily.

Public benefit

The trustees have paid due regard to public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Significant activities and achievements against objectives

The charity's philosophy of providing a high standard of nursing care and kind attention according to its objectives was continued throughout the year. This has enabled the Nursing Home to maintain an excellent reputation within the community.

The Home has continued its registered membership with the Care Quality Commission (CQC), the National Care Homes Association (NCHA) and the West Sussex Partners in Care (WSPiC).

The Home continues its association with Citation and Quality Compliance System (QCS) with regard to policies and procedures for Health & Safety & Employment Law.

Staff are continually kept up to date on Health and Safety, Moving and Handling, Protection of Vulnerable Adults, Fire Safety, Wound Care, Infection Control, First Aid & Care of the Dying, Equality & Diversity, Diet & Nutrition, MCA & DOLS, Dementia, Medication and Data Protection & Governance. They receive tuition from professional trainers in-house and on-line training is available from Gateway, Laser and Citation e-courses. We continue to use Crawley College for Health & Social care training and all new Health Care Assistants complete the Care Certificate.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2024

The trustees have ensured that Honeywood House continues to be maintained to the highest standard, and in the year to 31 January 2024 and in the forthcoming year, the nursing home continues to be upgraded and maintained inside and outside with various refurbishment having taken place last year. Bedrooms continue to be refurbished as they become vacant ready for new residents. The nursing home hopes to re-instate 2 bedrooms bringing their capacity for residents up to 27 & an increased revenue to assist on going maintenance in the home.

The nursing home has improved its carbon footprint by planting more trees, replacing more windows with PVC double glazed units. Low energy lighting is being used in-house with solar energy lighting used externally. Menu changes have taken place to support our carbon footprint & the introduction of the in-house charity shop enables the nursing home to recycle clothes & other goods. Low heat touch electric heaters have been introduced to reduce oil usage.

Digital programmes have been introduced covering care plans & all records, audits etc to reduce use of paper.

Use of local suppliers supporting the local community & reducing travelling time & fuels.

The nursing home is now using Nourish Digital which is registered under the ICO for License & Data Protection to record all the resident's care, nursing procedures & medical files on. All the nursing home's Quality Assurance & Health & Safety documentation is also recorded on this system.

The nursing home has also invested in E Mar for the nursing staff to record all medication given plus it automatically audits the whole procedure & stock levels of medication.

The Nursing home is compliant with the National Data opt-out Policy also.

Current year achievements include:

- New carpet to the reception area & main staircase
- Hand dryers to the staff room & staff toilet
- New Aluminium double glazed windows to the main staircase in reception
- New PVC double glazed windows to room 3, 3a, & 3b.
- New PVC double glazed windows to the Hairdressing Salon & Downstairs wet room.

There is an on-going refurbishment plan to continue in making the Home a better place with further works planned for the coming year.

Fundraising performance

Various fundraising events continue to help the running of the minibus and outings for our residents.

Financial review

Reserves policy

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. Where the need arises for large capital expenditure, the trustees consider ways in which it can build up a surplus including seeking grants, and spreading costs over a period of time where possible.

Principal funding sources

The total income receivable from residents amounts to £1,854,067 (2023 - £1,696,501). Resident's occupancy numbers increased in the year.

The total expenditure in the year increased by 16.2% (2023 – 13.1% increase). Trustee, staff and agency cost account for 74.8% (2023 – 75.9%) of total charity expenditure. Food, provisions, medical and patient care consumables also account for 6% (2023 – 5.8%) of total charity expenditure.

The deficit for the year was £45,567 compared to a surplus in 2023 of £71,949.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2024

At the balance sheet date, general funds held amounted to £250,078 (2023 - £295,645).

Major risks

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Factors likely to affect future financial performance

The trustees are continuing to explore possible options to develop a brownfield site within the grounds of the property in order to provide cash funds in the future.

Structure, governance and management

The charity is governed by its Trust Deed dated 1st December 1959.

The trustees who served during the year and up to the date of signature of the financial statements were:

S M White

V A White

P R Johnson (Retired Policeman)

I G Blackwell

D White

Recruitment and appointment of trustees

Appointment of trustees is governed by the Trust Deed. The board of trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. Suitable candidates would be interviewed and a training course would be made available.

None of the trustees has any beneficial interest in the charity. All of the trustees are members of the charity and guarantee to contribute £1 in the event of a winding up.

The trustees of the charity are legally responsible for the overall management and control of the nursing home. The day to day running of the nursing home is delegated to the full-time registered manager Ivy Blackwell, and the general manager Sandra White, who are supported by fully trained nursing staff on duty 24 hours a day and domestic and maintenance staff. Weekly visits are made by a doctor and physiotherapist.

The trustees' report was approved by the Board of Trustees.

S M White

Trustee

5 November 2024

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 JANUARY 2024

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 and 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 year.

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;
- 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; and
- 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 sufficient 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 Charity (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.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Opinion

We have audited the financial statements of Honeywood House Nursing Home (the 'charity') for the year ended 31 January 2024 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 January 2024 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

We identify and assess risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the industry and sector, control environment and charity's performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
 - the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud. In common with all audits we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory framework that the charity operates in. The key laws and regulations we considered in this context included the Care Quality Commission, Charities Act 2011, Charities SORP and employment legislation.

In addition we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty.

As a result of performing the above, we did not identify any key matters related to the potential risk of fraud or non-compliance with laws and regulations.

Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reviewing minutes of meetings of those charged with governance, reviewing internal reports and reviewing correspondence with regulators, and;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments, assessing whether the judgements made in making accounting estimates are indicative of a potential bias and evaluating the rationale for any significant transactions that are unusual or outside the normal course of operation.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indication of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Other matters

Your attention is drawn to the fact that the charity has prepared financial statements 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)" (as amended) 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 now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

Use of our report

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. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Matthew Cleghorn FCA BSc (Hons) (Senior Statutory Auditor)
for and on behalf of Anova

6 November 2024

Chartered Accountants
Statutory Auditor

The Barn, Meadow Court
Faygate Lane
Faygate
Horsham
West Sussex
RH12 4SJ

Anova is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JANUARY 2024

	Notes	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total 2024 £	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
<u>Income and endowments from:</u>									
Donations and legacies	3	5,733	-	-	5,733	2,313	-	-	2,313
Charitable activities	4	1,854,067	-	-	1,854,067	1,696,501	-	-	1,696,501
Other trading activities	5	512	-	-	512	756	-	-	756
Investments	6	4,509	-	-	4,509	929	-	-	929
Other income	7	7,257	-	-	7,257	21,344	-	-	21,344
Total income		1,872,078	-	-	1,872,078	1,721,843	-	-	1,721,843
<u>Expenditure on:</u>									
Raising funds	8	1,246,373	-	-	1,246,373	1,140,238	-	-	1,140,238
Charitable activities	10	671,272	-	-	671,272	509,656	-	-	509,656
Total expenditure		1,917,645	-	-	1,917,645	1,649,894	-	-	1,649,894
Net (expenditure)/income for the year/ Net movement in funds		(45,567)	-	-	(45,567)	71,949	-	-	71,949
Fund balances at 1 February 2023		295,645	1,400,000	1,000,000	2,695,645	223,696	1,400,000	1,000,000	2,623,696
Fund balances at 31 January 2024		250,078	1,400,000	1,000,000	2,650,078	295,645	1,400,000	1,000,000	2,695,645

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

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

HONEYWOOD HOUSE NURSING HOME

BALANCE SHEET

AS AT 31 JANUARY 2024

	Notes	2024		2023	
		£	£	£	£
Fixed assets					
Tangible assets	15		2,502,255		2,532,839
Current assets					
Stocks	16	2,573		2,692	
Debtors	17	49,269		56,989	
Cash at bank and in hand		352,402		341,342	
		<u>404,244</u>		<u>401,023</u>	
Creditors: amounts falling due within one year	18	<u>(256,421)</u>		<u>(238,217)</u>	
Net current assets			147,823		162,806
Total assets less current liabilities			<u>2,650,078</u>		<u>2,695,645</u>
The funds of the charity					
Endowment funds			1,000,000		1,000,000
Restricted income funds			1,400,000		1,400,000
Unrestricted funds	21		250,078		295,645
			<u>2,650,078</u>		<u>2,695,645</u>

The financial statements were approved by the trustees on 5 November 2024

S M White
Trustee

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 JANUARY 2024

	Notes	2024 £	£	2023 £	£
Cash flows from operating activities					
Cash generated from operations	25		24,565		103,889
Investing activities					
Purchase of tangible fixed assets		(18,014)		(47,264)	
Investment income received		4,509		929	
Net cash used in investing activities			(13,505)		(46,335)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			11,060		57,554
Cash and cash equivalents at beginning of year			341,342		283,788
Cash and cash equivalents at end of year			352,402		341,342

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 2024

1 Accounting policies

Charity information

Honeywood House Nursing Home is an unincorporated charity registered in England & Wales. The principal address is Rowhook, Horsham, West Sussex, RH12 3QD.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors or grantors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Nursing home accommodation fee income from residents are invoiced monthly in advance and give rise to deferred income as at the year end. These are recognised accordingly within these financials.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2024

1 Accounting policies

(Continued)

Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Held at valuation
Fixtures and fittings	20% on cost

The charity has adopted a policy to revalue its freehold property at least every five years by a suitably qualified person, independent of Honeywood House Nursing Home with the most recent valuation carried out on 1 November 2021 by Barrett Corp Harrington.

As the asset is held at valuation rather than cost it has not been deemed necessary to depreciate the asset.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2024

1 Accounting policies

(Continued)

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Taxation

The charity is exempt from tax on its charitable activities.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2024

1 Accounting policies (Continued)

1.14 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	5,733	2,313

4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Charitable activities		
Income from residents	1,854,067	1,696,501

5 Income from other trading activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising events	512	756

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2024

6 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	4,509	929
	<u>4,509</u>	<u>929</u>

7 Other income

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Government grants	7,257	21,344
	<u>7,257</u>	<u>21,344</u>

8 Raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
<u>Trading costs</u>		
Other trading activities (see note 9)	1,246,373	1,140,238
	<u>1,246,373</u>	<u>1,140,238</u>

9 Other trading activities

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Opening stock	2,692	3,202
Purchases of food, provisions and medical goods	109,138	87,841
Closing stock	(2,574)	(2,692)
Staff costs	1,063,502	989,804
Laundry & cleaning	67,038	52,537
Newspapers, magazines etc.	148	120
Patient care consumables	6,429	9,426
	<u>1,246,373</u>	<u>1,140,238</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2024

10 Charitable activities

	Nursing home 2024 £	Nursing home 2023 £
Agency staff salaries	205,501	100,055
Rates and water	10,726	10,318
Insurance	16,877	15,305
Light and heat	52,648	52,949
Sundries	1,064	549
Garden maintenance costs	10,900	8,645
Repairs and maintenance costs	59,137	52,551
Fire alarm and security costs	1,965	2,358
Subscriptions	9,343	7,750
	<hr/>	<hr/>
	368,161	250,480
Share of support costs (see note 11)	278,250	245,183
Share of governance costs (see note 11)	24,861	13,993
	<hr/>	<hr/>
	671,272	509,656
	<hr/> <hr/>	<hr/> <hr/>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2024

11 Support costs

	Support costs	Governance costs	2024	Support costs	Governance costs	2023
	£	£	£	£	£	£
Trustees' remuneration, social security and pension	165,046	-	165,046	163,160	-	163,160
Depreciation	48,599	-	48,599	27,767	-	27,767
Motor expenses	1,920	-	1,920	2,039	-	2,039
Travelling expenses	11,764	-	11,764	6,285	-	6,285
Office costs	15,492	-	15,492	19,022	-	19,022
Entertainment	11,450	-	11,450	8,217	-	8,217
Bank and credit card charges	521	-	521	763	-	763
Computer, website and software costs	4,454	-	4,454	976	-	976
Staff related expenses	5,317	-	5,317	3,482	-	3,482
Advertising	3,320	-	3,320	4,108	-	4,108
Accountancy fees	10,367	-	10,367	9,364	-	9,364
Audit fees	-	4,620	4,620	-	5,100	5,100
Legal and professional	-	20,241	20,241	-	8,893	8,893
	<u>278,250</u>	<u>24,861</u>	<u>303,111</u>	<u>245,183</u>	<u>13,993</u>	<u>259,176</u>
Analysed between						
Charitable activities	<u>278,250</u>	<u>24,861</u>	<u>303,111</u>	<u>245,183</u>	<u>13,993</u>	<u>259,176</u>

Governance costs includes payments to the auditors of £4,620 (2023: £5,100) for audit fees and £10,367 (2023: £9,364) for other accountancy services.

12 Net movement in funds

	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the audit of the charity's financial statements	4,620	5,100
Depreciation of owned tangible fixed assets	48,599	27,767
	<u>53,219</u>	<u>32,867</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2024

13 Trustees

During the year, the following trustees received remuneration, social security and pension contributions as follows:

	2024	2023
	£	£
S M White - Remuneration	35,312	33,914
S M White - Social Security	3,621	3,619
S M White - Pension	-	525
I G Blackwell - Remuneration	52,520	50,544
I G Blackwell - Overtime	23,218	24,621
I G Blackwell - Social Security	9,200	9,650
I G Blackwell - Pension	1,317	1,321
D G White - Remuneration	36,127	34,927
D G White - Social Security	3,743	3,765
D G White - Pension	-	274
	<u>165,058</u>	<u>163,160</u>

S White is employed by the charity as a General Manager and I Blackwell is employed as the Registered Manager. Permission to employ trustees to occupy these specific roles has been obtained from The Charity Commission in the past. Before awarding these roles a market salary benchmark review is carried out and other candidates are considered.

None of the trustees (or any persons connected with them) were paid or reimbursed expenses from the charity during the year.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2024

14 Employees

Number of employees

The average monthly number of employees during the year was:

	2024	2023
	Number	Number
Support staff (excluding agency staff)	44	40
Trustee and management staff	3	3
	<u>47</u>	<u>43</u>

Employment costs (excluding agency staff costs)

	2024	2023
	£	£
Wages and salaries	1,111,314	1,039,687
Social security costs	96,779	92,588
Other pension costs	20,455	20,688
	<u>1,228,548</u>	<u>1,152,963</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2024	2023
	Number	Number
£70,000 - £79,999	<u>1</u>	<u>1</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2024

15 Tangible fixed assets

	Freehold land and buildings	Fixtures and fittings	Total
	£	£	£
Cost or valuation			
At 1 February 2023	2,400,000	532,845	2,932,845
Additions	-	18,014	18,014
Disposals	-	(13,944)	(13,944)
At 31 January 2024	2,400,000	536,915	2,936,915
Depreciation and impairment			
At 1 February 2023	-	400,005	400,005
Depreciation charged in the year	-	48,599	48,599
Eliminated in respect of disposals	-	(13,944)	(13,944)
At 31 January 2024	-	434,660	434,660
Carrying amount			
At 31 January 2024	2,400,000	102,255	2,502,255
At 31 January 2023	2,400,000	132,839	2,532,839

Freehold land and buildings, with a carrying amount of £2,400,000, were valued as at 1 November 2021 by Andy Bates Cert CII of Barrett Corp Harrington, independent valuers not connected with the charity.

16 Stocks

	2024	2023
	£	£
Finished goods and goods for resale	2,573	2,692

17 Debtors

	2024	2023
	£	£
Amounts falling due within one year:		
Trade debtors	39,013	45,270
Prepayments and accrued income	10,256	11,719
	49,269	56,989

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2024

18 Creditors: amounts falling due within one year

	Notes	2024 £	2023 £
Other taxation and social security		38,935	38,437
Deferred income	19	97,753	93,267
Trade creditors		33,472	22,954
Other creditors		19,778	14,614
Accruals		66,483	68,945
		<u>256,421</u>	<u>238,217</u>

19 Deferred income

	2024 £	2023 £
Arising from residents income received in advance	<u>97,753</u>	<u>93,267</u>

Deferred income is included in the financial statements as follows:

	2024 £	2023 £
Deferred income is included within:		
Current liabilities	<u>97,753</u>	<u>93,267</u>
Movements in the year:		
Deferred income at 1 February 2023	93,267	90,696
Resources deferred in the year	4,486	2,571
Deferred income at 31 January 2024	<u>97,753</u>	<u>93,267</u>

20 Retirement benefit schemes

	2024 £	2023 £
Defined contribution schemes		
Charge to profit or loss in respect of defined contribution schemes	<u>1,317</u>	<u>2,120</u>

The charity operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charity in an independently administered fund.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2024

21 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 February 2023	Incoming resources	Resources expended	At 31 January 2024
	£	£	£	£
General funds	295,645	1,872,078	(1,917,645)	250,078
	<u> </u>	<u> </u>	<u> </u>	<u> </u>
Previous year:	At 1 February 2022	Incoming resources	Resources expended	At 31 January 2023
	£	£	£	£
General funds	223,696	1,721,843	(1,649,894)	295,645
	<u> </u>	<u> </u>	<u> </u>	<u> </u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2024

22 Analysis of net assets between funds

	Unrestricted funds 2024 £	Restricted funds 2024 £	Endowment funds 2024 £	Total Unrestricted funds 2024 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £
Fund balances at 31 January 2024 are represented by:							
Tangible assets	102,255	1,400,000	1,000,000	2,502,255	132,839	1,400,000	2,532,839
Current assets/(liabilities)	147,823	-	-	147,823	162,806	-	162,806
	<u>250,078</u>	<u>1,400,000</u>	<u>1,000,000</u>	<u>2,650,078</u>	<u>295,645</u>	<u>1,400,000</u>	<u>2,695,645</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2024

23 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2024 £	2023 £
Within one year	28,068	5,911
Between two and five years	97,143	13,133
	<u>125,211</u>	<u>19,044</u>

24 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

25 Cash generated from operations

	2024 £	2023 £
(Deficit)/surplus for the year	(45,567)	71,950
Adjustments for:		
Investment income recognised in statement of financial activities	(4,509)	(929)
Depreciation and impairment of tangible fixed assets	48,599	27,767
Movements in working capital:		
Decrease in stocks	119	510
Decrease/(increase) in debtors	7,719	(10,958)
Increase in creditors	13,718	12,978
Increase in deferred income	4,486	2,571
Cash generated from operations	<u>24,565</u>	<u>103,889</u>

26 Analysis of changes in net funds

The charity had no material debt during the year.

HONEYWOOD HOUSE NURSING HOME

England & Wales - Charity number 221746

Accounts

Charity registration number 221746

**HONEYWOOD HOUSE NURSING HOME
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2023**

HONEYWOOD HOUSE NURSING HOME

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	S M White V A White P R Johnson (Retired Policeman) I G Blackwell D White
Charity number	221746
Principal address	Honeywood House Horsham Road Rowhook Horsham West Sussex England RH12 3QD
Auditor	Anova The Barn, Meadow Court Faygate Lane Faygate Horsham West Sussex RH12 4SJ
Bankers	National Westminster Bank Plc 77 High Street Goldaming Surrey GU7 1AR
Solicitors	DMH Stallard LLP 1st Floor Wonersh House The Guildway Old Portsmouth Road Guildford Surrey GU3 1LR

HONEYWOOD HOUSE NURSING HOME

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HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JANUARY 2023

The trustees present their annual report and financial statements for the year ended 31 January 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objectives of the charity, which have been applied during the year, are set out in the Trust Deed. Such objectives require the trustees to apply the property, Honeywood House, as a nursing home for the members of the public requiring long or short term care.

It is the overall philosophy of Honeywood House that each resident should be viewed as an individual with basic rights of privacy, dignity and respect. The aims of the nursing care are - to endeavour to provide a homely, caring, safe and tranquil environment - to implement and maintain a planned approach to nursing care where emphasis is placed on the promotion of independence wherever possible, but able to identify self-care deficits when they arise. It is the Home's responsibility to prepare and encourage genuine teamwork within this multi-disciplinary setting. Finally, the importance of maintaining a quality of living and all that can be done to help until life's end is recognised. The trustees are required to levy a charge for the provision of such services of an amount, which they in their absolute discretion consider fair and reasonable.

The accommodation is full board and welfare facilities such as a library, general shopping, hairdressing, chiropody, physiotherapy, visiting optician and dentist and personal laundry are provided. A communion service is held monthly. Musical entertainment, Pantomines, Magicians & animal Therapy is provided on a regular basis. A fulltime activity Co-Ordinator & her team are also employed to deliver activities & outings In-House daily.

The trustees have paid due regard to public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The charity's philosophy of providing a high standard of nursing care and kind attention according to its objectives was continued throughout the year. This has enabled the Nursing Home to maintain an excellent reputation within the community.

The Home has continued its registered membership with the Care Quality Commission (CQC), the National Care Homes Association (NCHA) and the West Sussex Partners in Care (WSPiC).

The Home continues its association with Citation and Quality Compliance System (QCS) with regard to policies and procedures for Health & Safety & Employment Law.

Staff are continually kept up to date on Health and Safety, Moving and Handling, Protection of Vulnerable Adults, Fire Safety, Wound Care, Infection Control, First Aid & Care of the Dying, Equality & Diversity, Diet & Nutrition, MCA & DOLS, Dementia, Medication and Data Protection & Governance. They receive tuition from professional trainers in-house and on-line training is available from Gateway, Laser and Citation e-courses. We continue to use Crawley College for Health & Social care training and all new Health Care Assistants complete the Care Certificate.

The trustees have ensured that Honeywood House continues to be maintained to the highest standard, and in the year to 31 January 2023 and in the forthcoming year, the nursing home continues to be upgraded and maintained inside and outside with various refurbishment having taken place last year. Bedrooms continue to be refurbished as they become vacant ready for new residents.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2023

The nursing home is now using Nourish Digital which is registered under the ICO for License & Data Protection to record all the resident's care, nursing procedures & medical files on. All the nursing home's Quality Assurance & Health & Safety documentation is also recorded on this system.

The nursing home has also invested in E Mar for the nursing staff to record all medication given plus it automatically audits the whole procedure & stock levels of medication.

The Nursing home is compliant with the National Data opt-out Policy also.

Current year achievements include:

- New carpet to the reception area & main staircase
- Hand dryers to the staff room & staff toilet
- New Aluminium double glazed windows to the main staircase in reception
- New PVC double glazed windows to room 3, 3a, & 3b.
- New PVC double glazed windows to the Hairdressing Salon & Downstairs wet room.

There is an on-going refurbishment plan to continue in making the Home a better place with further works planned for the coming year.

Various fundraising events continue to help the running of the minibus and outings for our residents.

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. Where the need arises for large capital expenditure, the trustees consider ways in which it can build up a surplus including seeking grants, and spreading costs over a period of time where possible.

The total income receivable from residents amounts to £1,696,501 (2022 - £1,541,749). Resident's occupancy numbers increased in the year.

The total expenditure in the year increased by 13.1% (2022 - 4.9% decrease). Trustee, staff and agency cost account for 75.9% (2022 - 64.6%) of total charity expenditure. Food, provisions, medical and patient care consumables also account for 9.1% (2022 - 5.8%) of total charity expenditure.

The surplus for the year was £71,949 compared to a surplus in 2022 of £152,763.

At the balance sheet date, general funds held amounted to £295,645 (2022 - £223,696).

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees are continuing to explore possible options to develop a brownfield site within the grounds of the property in order to provide cash funds in the future.

Structure, governance and management

The charity is governed by its Trust Deed dated 1st December 1959.

The trustees who served during the year and up to the date of signature of the financial statements were:

S M White

V A White

P R Johnson (Retired Policeman)

I G Blackwell

D White

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2023

Appointment of trustees is governed by the Trust Deed. The board of trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. Suitable candidates would be interviewed and a training course would be made available.

None of the trustees has any beneficial interest in the charity. All of the trustees are members of the charity and guarantee to contribute £1 in the event of a winding up.

The trustees of the charity are legally responsible for the overall management and control of the nursing home. The day to day running of the nursing home is delegated to the full-time registered manager Ivy Blackwell, and the general manager Sandra White, who are supported by fully trained nursing staff on duty 24 hours a day and domestic and maintenance staff. Weekly visits are made by a doctor and physiotherapist.

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 and 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 year.

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;
- 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; and
- 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 sufficient 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 Charity (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.

The trustees' report was approved by the Board of Trustees.

S M White
Trustee

17 October 2023

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Opinion

We have audited the financial statements of Honeywood House Nursing Home (the 'charity') for the year ended 31 January 2023 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 January 2023 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the industry and sector, control environment and charity's performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - a) identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - b) detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - c) the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
 - d) the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud. In common with all audits we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory framework that the charity operates in. The key laws and regulations we considered in this context included the Care Quality Commission, Charities Act 2011, Charities SORP and employment legislation.

In addition we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the company's ability to operate or to avoid a material penalty.

As a result of performing the above, we did not identify any key matters related to the potential risk of fraud or non-compliance with laws and regulations.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Audit response to risks identified

Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reviewing minutes of meetings of those charged with governance, reviewing internal reports and reviewing correspondence with the Care Quality Commission and other regulatory bodies, and;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments, assessing whether the judgements made in making accounting estimates are indicative of a potential bias and evaluating the business rationale for any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indication of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Other matters

Your attention is drawn to the fact that the charity has prepared financial statements 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)" (as amended) 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 now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

Use of our report

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. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Matthew Cleghorn FCA BSc (Hons) (Senior Statutory Auditor)
for and on behalf of Anova

25 October 2023

Chartered Accountants
Statutory Auditor

The Barn, Meadow Court
Faygate Lane
Faygate
Horsham
West Sussex
RH12 4SJ

Anova is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JANUARY 2023

	Notes	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total 2023 £	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
<u>Income and endowments from:</u>									
Donations and legacies	3	2,313	-	-	2,313	6,213	-	-	6,213
Charitable activities	4	1,696,501	-	-	1,696,501	1,541,749	-	-	1,541,749
Other trading activities	5	756	-	-	756	400	-	-	400
Investments	6	929	-	-	929	23	-	-	23
Other income	7	21,344	-	-	21,344	62,546	-	-	62,546
Total income		1,721,843	-	-	1,721,843	1,610,931	-	-	1,610,931
<u>Expenditure on:</u>									
Raising funds	8	1,140,238	-	-	1,140,238	1,041,648	-	-	1,041,648
Charitable activities	10	509,656	-	-	509,656	416,520	-	-	416,520
Total expenditure		1,649,894	-	-	1,649,894	1,458,168	-	-	1,458,168
Net income for the year/ Net movement in funds		71,949	-	-	71,949	152,763	-	-	152,763
Fund balances at 1 February 2022		223,696	1,400,000	1,000,000	2,623,696	70,933	1,400,000	1,000,000	2,470,933
Fund balances at 31 January 2023		295,645	1,400,000	1,000,000	2,695,645	223,696	1,400,000	1,000,000	2,623,696

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

All income and expenditure derive from continuing activities.

HONEYWOOD HOUSE NURSING HOME

BALANCE SHEET

AS AT 31 JANUARY 2023

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	14		2,532,839		2,513,343
Current assets					
Stocks	15	2,692		3,202	
Debtors	16	56,989		46,031	
Cash at bank and in hand		341,342		283,788	
		<u>401,023</u>		<u>333,021</u>	
Creditors: amounts falling due within one year	17	<u>(238,217)</u>		<u>(222,668)</u>	
Net current assets			162,806		110,353
Total assets less current liabilities			<u>2,695,645</u>		<u>2,623,696</u>
Capital funds					
Endowment funds - general			1,000,000		1,000,000
Income funds					
Restricted funds			1,400,000		1,400,000
Unrestricted funds			295,645		223,696
			<u>2,695,645</u>		<u>2,623,696</u>

The financial statements were approved by the Trustees on 17 October 2023

S M White
Trustee

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 JANUARY 2023

	Notes	2023 £	£	2022 £	£
Cash flows from operating activities					
Cash generated from operations	22		103,889		161,881
Investing activities					
Purchase of tangible fixed assets		(47,264)		(33,961)	
Investment income received		929		23	
Net cash used in investing activities			(46,335)		(33,938)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			57,554		127,943
Cash and cash equivalents at beginning of year			283,788		155,845
Cash and cash equivalents at end of year			341,342		283,788

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 2023

1 Accounting policies

Charity information

Honeywood House Nursing Home is an unincorporated charity. The principal address is Rowhook, Horsham, West Sussex, RH12 3QD.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Nursing home accommodation fee income from residents are invoiced monthly in advance and give rise to deferred income as at the year end. These are recognised accordingly within these financials.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2023

1 Accounting policies

(Continued)

Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Held at valuation
Fixtures and fittings	20% on cost

The charity has adopted a policy to revalue its freehold property at least every five years by a suitably qualified person, independent of Honeywood House Nursing Home with the most recent valuation carried out on 1 November 2021 by Barrett Corp Harrington.

As the asset is held at valuation rather than cost it has not been deemed necessary to depreciate the asset.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2023

1 Accounting policies

(Continued)

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Taxation

The charity is exempt from tax on its charitable activities.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2023

1 Accounting policies (Continued)

1.14 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Donations and gifts	2,313	6,213

4 Charitable activities

	Nursing home 2023 £	Nursing home 2022 £
Income from residents	1,696,501	1,541,749

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Fundraising events	756	400

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2023

6 Investments

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Interest receivable	929	23
	<u>929</u>	<u>23</u>

7 Other income

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Government grants	21,344	62,546
	<u>21,344</u>	<u>62,546</u>

8 Raising funds

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
<u>Trading costs</u>		
Other trading activities (see note 9)	1,140,238	1,041,648
	<u>1,140,238</u>	<u>1,041,648</u>

9 Other trading activities

	Unrestricted funds	Unrestricted funds
	2023 £	2022 £
Opening stock	3,202	2,692
Purchases of food, provisions and medical goods	87,841	72,961
Closing stock	(2,692)	(3,202)
Staff costs	989,804	906,583
Laundry & cleaning	52,537	50,491
Newspapers, magazines etc.	120	648
Patient care consumables	9,426	11,474
	<u>1,140,238</u>	<u>1,041,647</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2023

10 Charitable activities

	Nursing home 2023 £	Nursing home 2022 £
Agency staff salaries	100,055	36,185
Rates and water	10,318	9,858
Insurance	15,305	12,015
Light and heat	52,949	44,763
Sundries	549	176
Garden maintenance costs	8,645	6,570
Repairs and maintenance costs	52,551	41,080
Fire alarm and security costs	2,358	2,145
Subscriptions	7,750	6,931
	<hr/>	<hr/>
	250,480	159,723
Share of support costs (see note 11)	245,183	241,955
Share of governance costs (see note 11)	13,993	14,842
	<hr/>	<hr/>
	509,656	416,520
	<hr/> <hr/>	<hr/> <hr/>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2023

11 Support costs

	Support costs	Governance costs	2023 Support costs	Governance costs	2022
	£	£	£	£	£
Trustees' remuneration, social security and pension	163,160	-	163,160	160,838	160,838
Depreciation	27,767	-	27,767	34,599	34,599
Motor expenses	2,039	-	2,039	1,426	1,426
Travelling expenses	6,285	-	6,285	6,431	6,431
Office costs	19,022	-	19,022	13,949	13,949
Entertainment	8,217	-	8,217	5,454	5,454
Bank and credit card charges	763	-	763	769	769
Computer, website and software costs	976	-	976	3,981	3,981
Staff related expenses	3,482	-	3,482	3,810	3,810
Advertising	4,108	-	4,108	1,542	1,542
Accountancy fees	9,364	-	9,364	9,156	9,156
Audit fees	-	5,100	5,100	-	3,600
Legal and professional	-	8,893	8,893	-	11,076
Other interest payable	-	-	-	-	166
	<u>245,183</u>	<u>13,993</u>	<u>259,176</u>	<u>241,955</u>	<u>256,797</u>
Analysed between					
Charitable activities	<u>245,183</u>	<u>13,993</u>	<u>259,176</u>	<u>241,955</u>	<u>256,797</u>

Governance costs includes payments to the auditors of £5,100 (2022- £3,600) for audit fees.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2023

12 Trustees

During the year, the following trustees received remuneration, social security and pension contributions as follows:

	2023	2022
	£	£
S M White - Remuneration	33,914	30,745
S M White - Social Security	3,619	3,017
S M White - Pension	525	734
I G Blackwell - Remuneration	50,544	49,927
I G Blackwell - Overtime	24,620	16,998
I G Blackwell - Social Security	9,650	8,010
I G Blackwell - Pension	1,321	1,317
D G White - Remuneration	34,927	44,182
D G White - Social Security	3,765	4,808
D G White - Pension	274	1,100
	<hr/>	<hr/>
	163,159	160,838
	<hr/> <hr/>	<hr/> <hr/>

S White is employed by the charity as a General Manager and I Blackwell is employed as the Registered Manager. Permission to employ trustees to occupy these specific roles has been obtained from The Charity Commission in the past. Before awarding these roles a market salary benchmark review is carried out and other candidates are considered.

None of the trustees (or any persons connected with them) were paid or reimbursed expenses from the charity during the year.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2023

13 Employees

Number of employees

The average monthly number of employees during the year was:

	2023 Number	2022 Number
Support staff (excluding agency staff)	40	40
Trustee and management staff	3	3
	43	43
	43	43

Employment costs (excluding agency staff costs)

	2023 £	2022 £
Wages and salaries	1,039,687	965,648
Social security costs	92,588	81,653
Other pension costs	20,688	20,120
	1,152,963	1,067,421
	1,152,963	1,067,421

The number of employees whose annual remuneration was £60,000 or more were:

	2023 Number	2022 Number
£60,000 - £69,999	-	1
£70,000 - £79,999	1	-
	1	1
	1	1

14 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
Cost or valuation			
At 1 February 2022	2,400,000	485,580	2,885,580
Additions	-	47,264	47,264
	2,400,000	532,844	2,932,844
At 31 January 2023	2,400,000	532,844	2,932,844
	2,400,000	532,844	2,932,844
Depreciation and impairment			
At 1 February 2022	-	372,238	372,238
Depreciation charged in the year	-	27,767	27,767
	-	400,005	400,005
At 31 January 2023	-	400,005	400,005
	-	400,005	400,005
Carrying amount			
At 31 January 2023	2,400,000	132,839	2,532,839
	2,400,000	132,839	2,532,839
At 31 January 2022	2,400,000	113,343	2,513,343
	2,400,000	113,343	2,513,343
	2,400,000	113,343	2,513,343

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2023

14 Tangible fixed assets

(Continued)

Freehold land and buildings, with a carrying amount of £2,400,000, were valued as at 1 November 2021 by Andy Bates Cert CII of Barrett Corp Harrington, independent valuers not connected with the charity.

15 Stocks

	2023 £	2022 £
Finished goods and goods for resale	2,692	3,202

16 Debtors

	2023 £	2022 £
Amounts falling due within one year:		
Trade debtors	45,270	34,344
Prepayments and accrued income	11,719	11,687
	<u>56,989</u>	<u>46,031</u>

17 Creditors: amounts falling due within one year

	2023 £	2022 £
Other taxation and social security	38,437	35,949
Deferred income	93,267	90,696
Trade creditors	22,954	20,499
Other creditors	14,614	11,711
Accruals and deferred income	68,945	63,813
	<u>238,217</u>	<u>222,668</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2023

18 Deferred income

	2023	2022
	£	£
Arising from residents income received in advance	93,267	90,696
	<u>93,267</u>	<u>90,696</u>

Deferred income is included in the financial statements as follows:

	2023	2022
	£	£
Deferred income is included within:		
Current liabilities	93,267	90,696
	<u>93,267</u>	<u>90,696</u>
Movements in the year:		
Deferred income at 1 February 2022	90,696	114,979
Released from previous periods	-	(24,283)
Resources deferred in the year	2,571	-
	<u>93,267</u>	<u>90,696</u>
Deferred income at 31 January 2023	<u>93,267</u>	<u>90,696</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2023

19 Analysis of net assets between funds

	Unrestricted funds 2023 £	Restricted funds 2023 £	Endowment funds 2023 £	Total Unrestricted funds 2023 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £
Fund balances at 31 January 2023 are represented by:							
Tangible assets	132,839	1,400,000	1,000,000	2,532,839	113,343	1,400,000	2,513,343
Current assets/(liabilities)	162,806	-	-	162,806	110,353	-	110,353
	<u>295,645</u>	<u>1,400,000</u>	<u>1,000,000</u>	<u>2,695,645</u>	<u>223,696</u>	<u>1,400,000</u>	<u>2,623,696</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2023

20 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2023 £	2022 £
Within one year	5,911	3,571
Between two and five years	13,133	-
In over five years	-	16,703
	<u>19,044</u>	<u>20,274</u>

21 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

22 Cash generated from operations

	2023 £	2022 £
Surplus for the year	71,950	152,763
Adjustments for:		
Investment income recognised in statement of financial activities	(929)	(23)
Depreciation and impairment of tangible fixed assets	27,767	34,599
Movements in working capital:		
Decrease/(increase) in stocks	510	(510)
(Increase)/decrease in debtors	(10,958)	23,683
Increase/(decrease) in creditors	12,978	(24,348)
Increase/(decrease) in deferred income	2,571	(24,283)
Cash generated from operations	<u>103,889</u>	<u>161,881</u>

23 Analysis of changes in net funds

The charity had no debt during the year.

HONEYWOOD HOUSE NURSING HOME

England & Wales - Charity number 221746

Accounts

Charity registration number 221746

**HONEYWOOD HOUSE NURSING HOME
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2022**

HONEYWOOD HOUSE NURSING HOME

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	S M White V A White P R Johnson (Retired Policeman) I G Blackwell D White
Charity number	221746
Principal address	Honeywood House Horsham Road Rowhook Horsham West Sussex England RH12 3QD
Auditor	Anova The Barn, Meadow Court Faygate Lane Faygate Horsham West Sussex RH12 4SJ
Bankers	National Westminster Bank Plc 77 High Street Goldaming Surrey GU7 1AR
Solicitors	DMH Stallard LLP 1st Floor Wonersh House The Guildway Old Portsmouth Road Guildford Surrey GU3 1LR

HONEYWOOD HOUSE NURSING HOME

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HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JANUARY 2022

The trustees present their annual report and financial statements for the year ended 31 January 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objectives of the charity, which have been applied during the year, are set out in the Trust Deed. Such objectives require the trustees to apply the property, Honeywood House, as a nursing home for the members of the public requiring long or short term care.

It is the overall philosophy of Honeywood House that each resident should be viewed as an individual with basic rights of privacy, dignity and respect. The aims of the nursing care are - to endeavour to provide a homely, caring, safe and tranquil environment - to implement and maintain a planned approach to nursing care where emphasis is placed on the promotion of independence wherever possible, but able to identify self-care deficits when they arise. It is the Home's responsibility to prepare and encourage genuine teamwork within this multi-disciplinary setting. Finally, the importance of maintaining a quality of living and all that can be done to help until life's end is recognised. The trustees are required to levy a charge for the provision of such services of an amount, which they in their absolute discretion consider fair and reasonable.

The accommodation is full board and welfare facilities such as a library, general shopping, hairdressing, chiropody, physiotherapy, visiting optician and dentist and personal laundry are provided. A communion service is held monthly. Musical entertainment, Pantomines, Magicians & animal Therapy is provided on a regular basis. A fulltime activity Co-Ordinator & her team are also employed to deliver activities & outings In-House daily.

The trustees have paid due regard to public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The charity's philosophy of providing a high standard of nursing care and kind attention according to its objectives was continued throughout the year. This has enabled the Nursing Home to maintain an excellent reputation within the community.

The Home has continued its registered membership with the Care Quality Commission (CQC), the National Care Homes Association (NCHA) and the West Sussex Partners in Care (WSPiC).

The Home continues its association with Citation and Quality Compliance System (QCS) with regard to policies and procedures for Health & Safety & Employment Law.

Staff are continually kept up to date on Health and Safety, Moving and Handling, Protection of Vulnerable Adults, Fire Safety, Wound Care, Infection Control, First Aid & Care of the Dying, Equality & Diversity, Diet & Nutrition, MCA & DOLS, Dementia, Medication and Data Protection & Governance. They receive tuition from professional trainers in-house and on-line training is available from Gateway, Laser and Citation e-courses. We continue to use Crawley College for Health & Social care training and all new Health Care Assistants complete the Care Certificate.

The trustees have ensured that Honeywood House continues to be maintained to the highest standard, and in the year to 31 January 2022 and in the forthcoming year, the nursing home continues to be upgraded and maintained inside and outside with various refurbishment having taken place last year. Bedrooms continue to be refurbished as they become vacant ready for new residents.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2022

Current year achievements include:

- Installation of a new hot water system to supply rooms 1,1A, 2, rear toilet block and office.
- Acquisition of a garden building for use as an In-House charity shop.
- New PVC double glazed windows in room 10.
- Acquisition of an air conditioning unit for room 4.
- New fridge purchased for the Pantry & a Heated Trolley for the kitchen plus additional storage racking to kitchen cellar.
- Purchase of a new sit on Mower for the upkeep of the grounds.
- Lounge area re-carpeted.

There is an on-going refurbishment plan to continue in making the Home a better place with further works planned for the coming year.

Various fundraising events continue to help the running of the minibus and outings for our residents.

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

The total income receivable from residents amounts to £1,541,749 (2021 - £1,431,032). Resident's occupancy numbers increased in the year.

The total expenditure in the year reduced by 4.9% (2021 - 11.6% increase). Trustee, staff and agency cost account for 64.6% (2021 - 76.2%) of total charity expenditure. Food, provisions, medical and patient care consumables also account for 5.8% (2021 - 6.8%) of total charity expenditure.

The surplus for the year was £152,763 compared to a deficit in 2021 of £20,261.

At the balance sheet date, general funds held amounted to £223,696 (2021 - £70,933).

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees are continuing to explore possible options to develop a brownfield site within the grounds of the property in order to provide cash funds in the future.

Structure, governance and management

The charity is governed by its Trust Deed dated 1st December 1959.

The trustees who served during the year and up to the date of signature of the financial statements were:

S M White

V A White

P R Johnson (Retired Policeman)

I G Blackwell

D White

Appointment of trustees is governed by the Trust Deed. The board of trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. Suitable candidates would be interviewed and a training course would be made available.

None of the trustees has any beneficial interest in the charity. All of the trustees are members of the charity and guarantee to contribute £1 in the event of a winding up.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2022

The trustees of the charity are legally responsible for the overall management and control of the nursing home. The day to day running of the nursing home is delegated to the full-time registered manager Ivy Blackwell, and the general manager Sandra White, who are supported by fully trained nursing staff on duty 24 hours a day and domestic and maintenance staff. Weekly visits are made by a doctor and physiotherapist.

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 and 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 year.

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;
- 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; and
- 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 sufficient 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 Charity (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.

The trustees' report was approved by the Board of Trustees.

I G Blackwell

Trustee

Dated: 29 November 2022

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Opinion

We have audited the financial statements of Honeywood House Nursing Home (the 'charity') for the year ended 31 January 2022 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 January 2022 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the industry and sector, control environment and charity's performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - a) identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - b) detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - c) the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
 - d) the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud. In common with all audits we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory framework that the charity operates in. The key laws and regulations we considered in this context included the Care Quality Commission, Charities Act 2011, Charities SORP and employment legislation.

In addition we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the company's ability to operate or to avoid a material penalty.

As a result of performing the above, we did not identify any key matters related to the potential risk of fraud or non-compliance with laws and regulations.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Audit response to risks identified

Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reviewing minutes of meetings of those charged with governance, reviewing internal reports and reviewing correspondence with the Care Quality Commission and other regulatory bodies, and;
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments, assessing whether the judgements made in making accounting estimates are indicative of a potential bias and evaluating the business rationale for any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indication of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

Other matters

Your attention is drawn to the fact that the charity has prepared financial statements 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)" (as amended) 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 now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

Use of our report

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. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Matthew Cleghorn FCA BSc (Hons) (Senior Statutory Auditor)
for and on behalf of Anova

29 November 2022

Chartered Accountants
Statutory Auditor

The Barn, Meadow Court
Faygate Lane
Faygate
Horsham
West Sussex
RH12 4SJ

Anova is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JANUARY 2022

	Notes	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Endowment funds 2021 £	Total 2021 £
<u>Income and endowments from:</u>									
Donations and legacies	3	6,213	-	-	6,213	28,621	-	-	28,621
Charitable activities	4	1,541,749	-	-	1,541,749	1,431,032	-	-	1,431,032
Other trading activities	5	400	-	-	400	245	-	-	245
Investments	6	23	-	-	23	63	-	-	63
Other income	7	62,546	-	-	62,546	38,938	-	-	38,938
Total income		1,610,931	-	-	1,610,931	1,498,899	-	-	1,498,899
<u>Expenditure on:</u>									
Raising funds	8	1,041,648	-	-	1,041,648	1,161,120	-	-	1,161,120
Charitable activities	10	416,520	-	-	416,520	373,040	-	-	373,040
Total resources expended		1,458,168	-	-	1,458,168	1,534,160	-	-	1,534,160
Net incoming/(outgoing) resources		152,763	-	-	152,763	(35,261)	-	-	(35,261)
<u>Other recognised gains and losses</u>									
Revaluation of tangible fixed assets		-	-	-	-	-	15,000	-	15,000
Net movement in funds		152,763	-	-	152,763	(35,261)	15,000	-	(20,261)
Fund balances at 1 February 2021		70,933	1,400,000	1,000,000	2,470,933	106,194	1,385,000	1,000,000	2,491,194
Fund balances at 31 January 2022		223,696	1,400,000	1,000,000	2,623,696	70,933	1,400,000	1,000,000	2,470,933

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

HONEYWOOD HOUSE NURSING HOME

BALANCE SHEET

AS AT 31 JANUARY 2022

	Notes	2022		2021	
		£	£	£	£
Fixed assets					
Tangible assets	14		2,513,343		2,513,981
Current assets					
Stocks	15	3,202		2,692	
Debtors	16	46,031		69,714	
Cash at bank and in hand		283,788		155,845	
		<u>333,021</u>		<u>228,251</u>	
Creditors: amounts falling due within one year	17	<u>(222,668)</u>		<u>(271,299)</u>	
Net current assets/(liabilities)			110,353		(43,048)
Total assets less current liabilities			<u>2,623,696</u>		<u>2,470,933</u>
Capital funds					
Endowment funds - general	19		1,000,000		1,000,000
Income funds					
General restricted funds		1,400,000		1,385,000	
Revaluation reserve		<u>-</u>		<u>15,000</u>	
Unrestricted funds	20		1,400,000		1,400,000
			<u>223,696</u>		<u>70,933</u>
			<u>2,623,696</u>		<u>2,470,933</u>

The financial statements were approved by the Trustees on 29 November 2022

I G Blackwell
Trustee

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 JANUARY 2022

	Notes	2022 £	£	2021 £	£
Cash flows from operating activities					
Cash generated from operations	24		161,881		106,182
Investing activities					
Purchase of tangible fixed assets		(33,961)		(40,546)	
Investment income received		23		63	
Net cash used in investing activities			(33,938)		(40,483)
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			127,943		65,699
Cash and cash equivalents at beginning of year			155,845		90,146
Cash and cash equivalents at end of year			283,788		155,845

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 JANUARY 2022

1 Accounting policies

Charity information

Honeywood House Nursing Home is an unincorporated charity. The principal address is Rowhook, Horsham, West Sussex, RH12 3QD.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Impact of COVID-19

The COVID-19 pandemic resulted in severe disruption to the trading and investment environment in the UK and globally commencing March 2020. Care homes have been particularly impacted by the pandemic due to the vulnerability of their residents. The charity has taken the necessary steps to protect its residents and staff (such as restricting access to visitors and providing 'COVID safe' areas and PPE for staff) and as at the reporting date the occupancy levels remain at (or around) capacity. It is considered that the financial impact on the charity's activities in the year ended 31 January 2022 has been minimal.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2022

1 Accounting policies

(Continued)

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Nursing home accommodation fee income from residents are invoiced monthly in advance and give rise to deferred income as at the year end. These are recognised accordingly within these financials.

Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Held at valuation
Fixtures and fittings	20% on cost

The charity has adopted a policy to revalue its freehold property at least every five years by a suitably qualified person, independent of Honeywood House Nursing Home with the most recent valuation carried out on 1 November 2021 by Barrett Corp Harrington.

As the asset is held at valuation rather than cost it has not been deemed necessary to depreciate the asset.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

Properties whose fair value can be measured reliably are held under the revaluation model and are carried at a revalued amount, being their fair value at the date of valuation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. The fair value of the land and buildings is usually considered to be their market value.

Revaluation gains and losses are recognised in other recognised gains and losses and accumulated in equity, except to the extent that a revaluation gain reverses a revaluation loss previously recognised in net income/(expenditure) or a revaluation loss exceeds the accumulated revaluation gains recognised in equity; such gains and loss are recognised in net income/(expenditure) for the year.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2022

1 Accounting policies

(Continued)

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

1 Accounting policies (Continued)

1.11 Taxation

The charity is exempt from tax on its charitable activities.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Donations and gifts	6,213	28,621

4 Charitable activities

	Nursing home	Nursing home
	2022	2021
	£	£
Income from residents	1,541,749	1,431,032

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Fundraising events	400	245
	<u> </u>	<u> </u>

6 Investments

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Interest receivable	23	63
	<u> </u>	<u> </u>

7 Other income

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Government grants	62,546	38,938
	<u> </u>	<u> </u>

8 Raising funds

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
<u>Trading costs</u>		
Other trading activities (see note 9)	1,041,648	1,161,120
	<u> </u>	<u> </u>
	<u>1,041,648</u>	<u>1,161,120</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

9 Other trading activities

	Unrestricted funds	Unrestricted funds
	2022	2021
	£	£
Opening stock	2,692	2,821
Purchases of food, provisions and medical goods	72,961	79,899
Closing stock	(3,202)	(2,692)
Staff costs	906,583	1,014,271
Laundry & cleaning	50,491	40,762
Newspapers, magazines etc.	648	1,541
Patient care consumables	11,474	24,518
	<u>1,041,647</u>	<u>1,161,120</u>

10 Charitable activities

	Nursing home 2022	Nursing home 2021
	£	£
Agency staff salaries	36,185	30,979
Rates and water	9,858	8,132
Insurance	12,015	10,682
Light and heat	44,763	39,802
Sundries	176	727
Garden maintenance costs	6,570	7,922
Repairs and maintenance costs	41,080	50,187
Fire alarm and security costs	2,145	666
Subscriptions	6,931	3,099
	<u>159,723</u>	<u>152,196</u>
Share of support costs (see note 11)	241,955	199,360
Share of governance costs (see note 11)	14,842	21,484
	<u>416,520</u>	<u>373,040</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2022

11 Support costs

	Support costs	Governance costs	2022 Support costs	Governance costs	2021
	£	£	£	£	£
Trustees' remuneration, social security and pension	160,838	-	160,838	124,235	124,235
Depreciation	34,599	-	34,599	35,449	35,449
Motor expenses	1,426	-	1,426	2,117	2,117
Travelling expenses	6,431	-	6,431	7,132	7,132
Office costs	13,949	-	13,949	10,278	10,278
Entertainment	5,454	-	5,454	1,872	1,872
Bank and credit card charges	769	-	769	816	816
Computer, website and software costs	3,981	-	3,981	3,203	3,203
Staff related expenses	3,810	-	3,810	3,413	3,413
Advertising	1,542	-	1,542	919	919
Accountancy fees	9,156	-	9,156	9,926	9,926
Audit fees	-	3,600	3,600	-	3,000
Legal and professional	-	11,076	11,076	-	18,484
Other interest payable	-	166	166	-	-
	<u>241,955</u>	<u>14,842</u>	<u>256,797</u>	<u>199,360</u>	<u>220,844</u>
Analysed between					
Charitable activities	<u>241,955</u>	<u>14,842</u>	<u>256,797</u>	<u>199,360</u>	<u>220,844</u>

Governance costs includes payments to the auditors of £3,600 (2021- £3,000) for audit fees.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

12 Trustees

During the year, the following trustees received remuneration, social security and pension contributions as follows:

	2022	2021
	£	£
S M White - Remuneration	30,745	33,327
S M White - Social Security	3,017	3,372
S M White - Pension	734	811
I G Blackwell - Remuneration	49,927	46,922
I G Blackwell - Overtime	16,998	29,194
I G Blackwell - Social Security	8,010	9,277
I G Blackwell - Pension	1,317	1,332
D G White - Remuneration	44,182	-
D G White - Social Security	4,808	-
D G White - Pension	1,100	-
	<hr/>	<hr/>
	160,838	124,235
	<hr/> <hr/>	<hr/> <hr/>

S White is employed by the charity as a General Manager and I Blackwell is employed as the Registered Manager. Permission to employ trustees to occupy these specific roles has been obtained from The Charity Commission in the past. Before awarding these roles a market salary benchmark review is carried out and other candidates are considered.

None of the trustees (or any persons connected with them) were paid or reimbursed expenses from the charity during the year.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

13 Employees

Number of employees

The average monthly number of employees during the year was:

	2022 Number	2021 Number
Support staff (excluding agency staff)	40	52
Trustee and management staff	3	2
	43	54
	43	54

Employment costs (excluding agency staff costs)

	2022 £	2021 £
Wages and salaries	965,648	1,035,325
Social security costs	81,653	86,024
Other pension costs	20,120	17,157
	1,067,421	1,138,506
	1,067,421	1,138,506

The number of employees whose annual remuneration was £60,000 or more were:

	2022 Number	2021 Number
£60,000 - £69,999	1	-
£70,000 - £79,999	-	1
	1	1
	1	1

14 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
Cost or valuation			
At 1 February 2021	2,400,000	451,619	2,851,619
Additions	-	33,961	33,961
	2,400,000	485,580	2,885,580
At 31 January 2022	2,400,000	485,580	2,885,580
	2,400,000	485,580	2,885,580
Depreciation and impairment			
At 1 February 2021	-	337,638	337,638
Depreciation charged in the year	-	34,599	34,599
	-	372,237	372,237
At 31 January 2022	-	372,237	372,237
	-	372,237	372,237
Carrying amount			
At 31 January 2022	2,400,000	113,343	2,513,343
	2,400,000	113,343	2,513,343
At 31 January 2021	2,400,000	113,981	2,513,981
	2,400,000	113,981	2,513,981

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

14 Tangible fixed assets

(Continued)

Freehold land and buildings, with a carrying amount of £2,400,000, were valued as at 1 November 2021 by Andy Bates Cert CII of Barrett Corp Harrington, independent valuers not connected with the charity.

15 Stocks

	2022 £	2021 £
Finished goods and goods for resale	3,202	2,692

16 Debtors

	2022 £	2021 £
Amounts falling due within one year:		
Trade debtors	34,344	58,681
Prepayments and accrued income	11,687	11,033
	<u>46,031</u>	<u>69,714</u>

17 Creditors: amounts falling due within one year

	2022 £	2021 £
Other taxation and social security	35,949	62,280
Deferred income	90,696	114,979
Trade creditors	20,499	26,529
Other creditors	11,711	11,967
Accruals and deferred income	63,813	55,544
	<u>222,668</u>	<u>271,299</u>

18 Deferred income

	2022 £	2021 £
Arising from residents income received in advance	90,696	114,979

Deferred income is included in the financial statements as follows:

	2022 £	2021 £
Deferred income is included within:		
Current liabilities	90,696	114,979

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

18 Deferred income	(Continued)	
Movements in the year:		
Deferred income at 1 February 2021	114,979	32,706
Released from previous periods	(24,283)	-
Resources deferred in the year	-	82,273
	<hr/>	<hr/>
Deferred income at 31 January 2022	90,696	114,979
	<hr/> <hr/>	<hr/> <hr/>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2022

19 Endowment funds

There have been no movements on Endowment funds during the year ended 31 January 2021 or 31 January 2020. The fund originated from the Trust Deed dated 1 December 1959 which settled the property, known as Honeywood House Nursing Home and surrounding land.

	Movement in funds					Movement in funds					
	Balance at 1 February 2020 £	Incoming resources £	Resources expended £	Transfers £	Revaluations gains and losses £	Balance at 1 February 2021 £	Incoming resources £	Resources expended £	Transfers £	Revaluations gains and losses £	Balance at 31 January 2022 £
Permanent endowment	1,000,000	-	-	-	-	1,000,000	-	-	-	-	1,000,000
	<u>1,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,000,000</u>

20 Restricted funds

The restricted fund represents the total net increase in value of the property, known as Honeywood House Nursing Home and surrounding land from revaluations carried out in current and prior years. The most recent independent valuation was carried out on 1 November 2021 at a current value of £2,400,000.

	Movement in funds				Movement in funds					
	Balance at 1 February 2020 £	Incoming resources £	Resources expended £	Revaluations, gains and losses £	Balance at 1 February 2021 £	Incoming resources £	Resources expended £	Transfers £	Revaluations, gains and losses £	Balance at 31 January 2022 £
Restricted fund	1,385,000	-	-	15,000	1,400,000	-	-	-	-	1,400,000
	<u>1,385,000</u>	<u>-</u>	<u>-</u>	<u>15,000</u>	<u>1,400,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,400,000</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2022

21 Analysis of net assets between funds

	Unrestricted funds 2022 £	Restricted funds 2022 £	Endowment funds 2022 £	Total 2022 £	Unrestricted funds 2021 £	Restricted funds 2021 £	Endowment funds 2021 £	Total 2021 £
Fund balances at 31 January 2022 are represented by:								
Tangible assets	113,343	1,400,000	1,000,000	2,513,343	2,513,981	-	-	2,513,981
Current assets/(liabilities)	110,353	-	-	110,353	(43,048)	-	-	(43,048)
	<u>223,696</u>	<u>1,400,000</u>	<u>1,000,000</u>	<u>2,623,696</u>	<u>2,470,933</u>	<u>-</u>	<u>-</u>	<u>2,470,933</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2022

22 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2022 £	2021 £
Within one year	3,571	5,049
In over five years	16,703	23,845
	<u>20,274</u>	<u>28,894</u>

23 Related party transactions

There were no disclosable related party transactions during the year (2021 - none).

24 Cash generated from operations

	2022 £	2021 £
Surplus/(deficit) for the year	152,763	(35,261)
Adjustments for:		
Investment income recognised in statement of financial activities	(23)	(63)
Depreciation and impairment of tangible fixed assets	34,599	35,449
Movements in working capital:		
(Increase)/decrease in stocks	(510)	129
Decrease/(increase) in debtors	23,683	(35,048)
(Decrease)/increase in creditors	(24,348)	58,703
(Decrease)/increase in deferred income	(24,283)	82,273
Cash generated from operations	<u>161,881</u>	<u>106,182</u>

25 Analysis of changes in net funds

The charity had no debt during the year.

HONEYWOOD HOUSE NURSING HOME

England & Wales - Charity number 221746

Accounts

Charity Registration No. 221746

**HONEYWOOD HOUSE NURSING HOME
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 JANUARY 2021**

HONEYWOOD HOUSE NURSING HOME

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	S M White V A White P R Johnson (Retired Policeman) I G Blackwell D White	(Appointed 13 January 2021)
Charity number	221746	
Principal address	Honeywood House Horsham Road Rowhook Horsham West Sussex England RH12 3QD	
Auditor	Anova The Barn, Meadow Court Faygate Lane Faygate Horsham West Sussex England RH12 4SJ	
Bankers	National Westminster Bank Plc 77 High Street Goldaming Surrey GU7 1AR	
Solicitors	DMH Stallard LLP 1st Floor Womersley House The Guildway Old Portsmouth Road Guildford Surrey GU3 1LR	

HONEYWOOD HOUSE NURSING HOME

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HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 JANUARY 2021

The trustees present their annual report and financial statements for the year ended 31 January 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)".

Objectives and activities

The objectives of the charity, which have been applied during the year, are set out in the Trust Deed. Such objectives require the trustees to apply the property, Honeywood House, as a nursing home for the members of the public requiring long or short term care.

It is the overall philosophy of Honeywood House that each resident should be viewed as an individual with basic rights of privacy, dignity and respect. The aims of the nursing care are - to endeavour to provide a homely, caring, safe and tranquil environment - to implement and maintain a planned approach to nursing care where emphasis is placed on the promotion of independence wherever possible, but able to identify self-care deficits when they arise. It is the Home's responsibility to prepare and encourage genuine teamwork within this multi-disciplinary setting. Finally, the importance of maintaining a quality of living and all that can be done to help until life's end is recognised. The trustees are required to levy a charge for the provision of such services of an amount, which they in their absolute discretion consider fair and reasonable.

The accommodation is full board and welfare facilities such as a library, general shopping, hairdressing, chiropody, physiotherapy, visiting optician and dentist and personal laundry are provided. A communion service is held monthly. Musical entertainment is provided on a regular basis. A fulltime activity Co-Ordinator is also employed to deliver activities daily.

The trustees have paid due regard to public benefit guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

The charity's philosophy of providing a high standard of nursing care and kind attention according to its objectives was continued throughout the year. This has enabled the Nursing Home to maintain an excellent reputation within the community.

The Home has continued its registered membership with the Care Quality Commission (CQC), the National Care Homes Association (NCHA) and the West Sussex Partners in Care (WSPiC).

The Home continues its association with Citation and Quality Compliance System (QCS) with regard to policies and procedures for Health & Safety & Employment Law.

Staff are continually kept up to date on Health and Safety, Moving and Handling, Protection of Vulnerable Adults, Fire Safety, Wound Care, Infection Control, First Aid & Care of the Dying, Equality & Diversity, Diet & Nutrition, MCA & DOLS, Dementia, Medication and Data Protection & Governance. They receive tuition from professional trainers in-house and on-line training is available from Gateway, Laser and Citation e-courses. We continue to use Crawley College for Health & Social care training and all new Health Care Assistants complete the Care Certificate.

The trustees have ensured that Honeywood House continues to be maintained to the highest standard and in the year to 31 January 2021 and in the forthcoming year, the nursing home continues to be upgraded and maintained inside and outside with various refurbishment having taken place last year. Bedrooms continue to be refurbished as they become vacant ready for new residents.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

Current year achievements include:

- Necessary redecorations to all corridors, conservatory, dining room and lounge.
- Refurbishments to the Arjo bathroom to implement a tracking hoist and bath.
- Refurbishment of storage rooms 19 & 20 to isolation rooms.

There is an on-going refurbishment plan to continue in making the Home a better place with further works planned for the coming year.

Various fundraising events continue to help the running of the minibus and outings for our residents.

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

The total income receivable from residents amounts to £1,431,032 (2020 - £1,268,543). Resident's occupancy numbers increased in the year.

The total expenditure in the year increased by 11.6% (2020 - 6.5%). Trustee, staff and agency cost account for 76.2% (2020 - 74.5%) of total charity expenditure. Food, provisions, medical and patient care consumables also account for 6.8% (2020 - 6.7%) of total charity expenditure.

The deficit for the year was £20,261 compared to a deficit in 2020 of £102,330.

At the balance sheet date, general funds held amounted to £70,933 (2020 - £106,194).

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

The trustees are continuing to explore possible options to develop a brownfield site within the grounds of the property in order to provide cash funds in the future.

Structure, governance and management

The charity is governed by its Trust Deed dated 1st December 1959.

The trustees who served during the year and up to the date of signature of the financial statements were:

S M White

D W Triggs

(Resigned 3 January 2021)

V A White

P R Johnson (Retired Policeman)

I G Blackwell

D White

(Appointed 13 January 2021)

Appointment of trustees is governed by the Trust Deed. The board of trustees is authorised to appoint new trustees to fill vacancies arising through resignation or death of an existing trustee. Suitable candidates would be interviewed and a training course would be made available.

None of the trustees has any beneficial interest in the charity. All of the trustees are members of the charity and guarantee to contribute £1 in the event of a winding up.

The trustees of the charity are legally responsible for the overall management and control of the nursing home. The day to day running of the nursing home is delegated to the full-time registered manager Ivy Blackwell, and the general manager Sandra White, who are supported by fully trained nursing staff on duty 24 hours a day and domestic and maintenance staff. Weekly visits are made by a doctor and physiotherapist.

HONEYWOOD HOUSE NURSING HOME

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

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 and 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 year.

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;
- 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; and
- 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 sufficient 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 Charity (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.

The trustees' report was approved by the Board of Trustees.

.....

S M White

Trustee

Dated:26.11.21.....

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Opinion

We have audited the financial statements of Honeywood House Nursing Home (the 'charity') for the year ended 31 January 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 January 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Extent to which the audit was considered capable of detecting irregularities, including fraud

We identify and assess risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, we considered the following:

- the nature of the industry and sector, control environment and charity's performance;
- results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- any matters we identified having obtained and reviewed the charity's documentation of their policies and procedures relating to:
 - a) identifying, evaluating and complying with laws and regulations and whether they were aware of any instances of non-compliance;
 - b) detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud;
 - c) the internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
 - d) the matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and any potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the organisation for fraud. In common with all audits we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory framework that the charity operates in. The key laws and regulations we considered in this context included the Care Quality Commission, Charities Act 2011, Charities SORP and employment legislation.

In addition we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the charity's ability to operate or to avoid a material penalty.

As a result of performing the above, we did not identify any key matters related to the potential risk of fraud or non-compliance with laws and regulations.

Audit response to risks identified

Our procedures to respond to risks identified included the following:

- reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provision of relevant laws and regulations described as having a direct effect on the financial statements;
- enquiring of management concerning actual and potential litigation and claims;
- performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- reviewing minutes of meetings of those charged with governance, reviewing internal reports and reviewing correspondence with the Care Quality Commission and other regulatory bodies; and
- in addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments, assessing whether the judgements made in making accounting estimates are indicative of a potential bias and evaluating the business rationale for any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indication of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

HONEYWOOD HOUSE NURSING HOME

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE TRUSTEES OF HONEYWOOD HOUSE NURSING HOME

Other matters

Your attention is drawn to the fact that the charity has prepared financial statements 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)" (as amended) 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 now been withdrawn.

This has been done in order for the financial statements to provide a true and fair view in accordance with current Generally Accepted Accounting Practice.

Use of our report

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. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Matthew Cleghorn FCA BSc (Hons) (Senior Statutory Auditor)
for and on behalf of Anova

26 November 2021

Chartered Accountants
Statutory Auditor

The Barn, Meadow Court
Faygate Lane
Faygate
Horsham
West Sussex
England
RH12 4SJ

Anova is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 JANUARY 2021

	Notes	Unrestricted funds 2021	Restricted funds 2021	Endowment funds 2021	Total 2021	Unrestricted funds 2020	Restricted funds 2020	Endowment funds 2020	Total 2020
		£	£	£	£	£	£	£	£
Income and endowments from:									
Donations and legacies	3	28,621	-	-	28,621	2,102	-	-	2,102
Charitable activities	4	1,431,032	-	-	1,431,032	1,268,543	-	-	1,268,543
Other trading activities	5	245	-	-	245	1,429	-	-	1,429
Investments	6	63	-	-	63	319	-	-	319
Other income	7	38,938	-	-	38,938	-	-	-	-
Total income		1,498,899	-	-	1,498,899	1,272,393	-	-	1,272,393
Expenditure on:									
Raising funds	8	1,161,120	-	-	1,161,120	963,903	-	-	963,903
Charitable activities	10	373,040	-	-	373,040	410,820	-	-	410,820
Total resources expended		1,534,160	-	-	1,534,160	1,374,723	-	-	1,374,723
Net outgoing resources		(35,261)	-	-	(35,261)	(102,330)	-	-	(102,330)
Other recognised gains and losses									
Revaluation of tangible fixed assets		-	15,000	-	15,000	-	-	-	-
Net movement in funds		(35,261)	15,000	-	(20,261)	(102,330)	-	-	(102,330)
Fund balances at 1 February 2020		106,194	1,385,000	1,000,000	2,491,194	208,524	1,385,000	1,000,000	2,593,524
Fund balances at 31 January 2021		70,933	1,400,000	1,000,000	2,470,933	106,194	1,385,000	1,000,000	2,491,194

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.


HONEYWOOD HOUSE NURSING HOME

BALANCE SHEET

AS AT 31 JANUARY 2021

	Notes	2021		2020	
		£	£	£	£
Fixed assets					
Tangible assets	14		2,513,981		2,493,884
Current assets					
Stocks	15	2,692		2,821	
Debtors	16	69,714		34,666	
Cash at bank and in hand		155,845		90,146	
		<u>228,251</u>		<u>127,633</u>	
Creditors: amounts falling due within one year	17	<u>(271,299)</u>		<u>(130,323)</u>	
Net current liabilities			(43,048)		(2,690)
Total assets less current liabilities			<u>2,470,933</u>		<u>2,491,194</u>
Capital funds					
Endowment funds - general	19		1,000,000		1,000,000
Income funds					
General restricted funds		1,385,000		1,385,000	
Revaluation reserve		<u>15,000</u>		<u>-</u>	
Unrestricted funds	20		1,400,000		1,385,000
			<u>70,933</u>		<u>106,194</u>
			<u>2,470,933</u>		<u>2,491,194</u>

The financial statements were approved by the Trustees on 26th of November 2021



S M White
Trustee

HONEYWOOD HOUSE NURSING HOME

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 JANUARY 2021

	Notes	2021 £	£	2020 £	£
Cash flows from operating activities					
Cash generated from/(absorbed by) operations	24		106,182		(43,413)
Investing activities					
Purchase of tangible fixed assets		(40,546)		(96,574)	
Investment income received		63		319	
Net cash used in investing activities			(40,483)		(96,255)
Net cash used in financing activities			-		-
Net increase/(decrease) in cash and cash equivalents			65,699		(139,668)
Cash and cash equivalents at beginning of year			90,146		229,814
Cash and cash equivalents at end of year			155,845		90,146

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2021

1 Accounting policies

Charity information

Honeywood House Nursing Home is an unincorporated charity. The principal address is Rowhook, Horsham, West Sussex, RH12 3QD.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Trust Deed, 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 (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements 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 Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

Impact of COVID-19

The COVID-19 pandemic resulted in severe disruption to the trading and investment environment in the UK and globally commencing March 2020. Care homes have been particularly impacted by the pandemic due to the vulnerability of their residents. The charity has taken the necessary steps to protect its residents and staff (such as restricting access to visitors and providing 'COVID safe' areas and PPE for staff) as at the reporting date the occupancy levels remain at (or around) capacity. No adjustment has been made to financial information reported for the year ended 31 January 2021, while it is considered that the financial impact on the charity's activities will be minimal.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

1 Accounting policies

(Continued)

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

Nursing home accommodation fee income from residents are invoiced monthly in advance and give rise to deferred income as at the year end. These are recognised accordingly within these financials.

Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

1.5 Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Freehold land and buildings	Held at valuation
Fixtures and fittings	20% on cost

The charity has adopted a policy to revalue its freehold property at least every five years by a suitably qualified person, independent of Honeywood House Nursing Home with the most recent valuation carried out on 1 November 2021 by Barrett Corp Harrington.

As the asset is held at valuation rather than cost it has not been deemed necessary to depreciate the asset.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

1 Accounting policies

(Continued)

Properties whose fair value can be measured reliably are held under the revaluation model and are carried at a revalued amount, being their fair value at the date of valuation less any subsequent accumulated depreciation and subsequent accumulated impairment losses. The fair value of the land and buildings is usually considered to be their market value.

Revaluation gains and losses are recognised in other recognised gains and losses and accumulated in equity, except to the extent that a revaluation gain reverses a revaluation loss previously recognised in net income/(expenditure) or a revaluation loss exceeds the accumulated revaluation gains recognised in equity; such gains and loss are recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

Stocks are stated at the lower of cost and estimated selling price less costs to complete and sell. Cost comprises direct materials and, where applicable, direct labour costs and those overheads that have been incurred in bringing the stocks to their present location and condition. Items held for distribution at no or nominal consideration are measured the lower of replacement cost and cost.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Taxation

The charity is exempt from tax on its charitable activities.

1.12 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.13 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.14 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations and gifts	28,621	2,102

4 Charitable activities

	Nursing home 2021	Nursing home 2020
	£	£
Income from residents	1,431,032	1,268,543

5 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Fundraising events	245	1,429

6 Investments

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	63	319

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

7 Other income

	Unrestricted funds	Total
	2021	2020
	£	£
Government grants	38,938	-

8 Raising funds

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Trading costs</u>		
Other trading activities (see note 9)	1,161,120	963,903
	<u>1,161,120</u>	<u>963,903</u>

9 Other trading activities

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Opening stock	2,821	2,640
Purchases of food, provisions and medical goods	79,899	62,899
Closing stock	(2,692)	(2,821)
Staff costs	1,014,271	833,809
Laundry & cleaning	40,762	36,549
Newspapers, magazines etc.	1,541	1,825
Patient care consumables	24,518	29,002
	<u>1,161,120</u>	<u>963,903</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 JANUARY 2021

10 Charitable activities

	Nursing home 2021 £	Nursing home 2020 £
Agency staff salaries	30,979	75,184
Rates and water	8,132	6,803
Insurance	10,682	11,528
Light and heat	39,802	35,095
Sundries	727	1,188
Garden maintenance costs	7,922	8,138
Repairs and maintenance costs	50,187	34,791
Fire alarm and security costs	666	2,195
Subscriptions	3,099	8,883
	<u>152,196</u>	<u>183,805</u>
Share of support costs (see note 11)	199,360	207,792
Share of governance costs (see note 11)	21,484	19,223
	<u>373,040</u>	<u>410,820</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

11 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Trustees' remuneration, social security and pension	124,235	-	124,235	115,413	-	115,413
Depreciation	35,449	-	35,449	34,949	-	34,949
Motor expenses	2,117	-	2,117	1,945	-	1,945
Travelling expenses	7,132	-	7,132	9,218	-	9,218
Office costs	10,278	-	10,278	10,954	-	10,954
Entertainment	1,872	-	1,872	6,273	-	6,273
Bank and credit card charges	816	-	816	1,298	-	1,298
Computer, website and software costs	3,203	-	3,203	1,315	-	1,315
Staff related expenses	3,413	-	3,413	8,257	-	8,257
Advertising	919	-	919	8,269	-	8,269
Accountancy fees	9,926	-	9,926	9,901	-	9,901
Audit fees	-	3,000	3,000	-	3,000	3,000
Legal and professional	-	18,484	18,484	-	16,223	16,223
	<u>199,360</u>	<u>21,484</u>	<u>220,844</u>	<u>207,792</u>	<u>19,223</u>	<u>227,015</u>
Analysed between Charitable activities	<u>199,360</u>	<u>21,484</u>	<u>220,844</u>	<u>207,792</u>	<u>19,223</u>	<u>227,015</u>

Governance costs includes payments to the auditors of £3,000 (2020- £3,000) for audit fees.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

12 Trustees

During the year, the following trustees received remuneration, social security and pension contributions as follows:

	2021 £	2020 £
S M White - Remuneration	33,327	32,032
S M White - Social Security	3,372	3,230
S M White - Pension	811	747
I G Blackwell - Remuneration	46,922	46,800
I G Blackwell - Overtime	29,194	22,917
I G Blackwell - Social Security	9,277	8,428
I G Blackwell - Pension	1,332	1,260
	<u>124,235</u>	<u>115,413</u>

S White is employed by the charity as a General Manager and I Blackwell is employed as the Registered Manager. Permission to employ trustees to occupy these specific roles has been obtained from The Charity Commission in the past. Before awarding these roles a market salary benchmark review is carried out and other candidates are considered.

None of the trustees (or any persons connected with them) were paid or reimbursed expenses from the charity during the year.

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

13 Employees

Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Support staff (excluding agency staff)	52	51
Trustee and management staff	2	2
	<u>54</u>	<u>53</u>

Employment costs (excluding agency staff costs)

	2021 £	2020 £
Wages and salaries	1,035,325	868,983
Social security costs	86,024	62,407
Other pension costs	17,157	17,832
	<u>1,138,506</u>	<u>949,222</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2021 Number	2020 Number
£60,000 - £69,999	-	1
£70,000 - £79,999	1	-
	<u>1</u>	<u>1</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

14 Tangible fixed assets

	Freehold land and buildings £	Fixtures and fittings £	Total £
Cost or valuation			
At 1 February 2020	2,385,000	411,073	2,796,073
Additions	-	40,546	40,546
Revaluation	15,000	-	15,000
At 31 January 2021	<u>2,400,000</u>	<u>451,619</u>	<u>2,851,619</u>
Depreciation and impairment			
At 1 February 2020	-	302,189	302,189
Depreciation charged in the year	-	35,449	35,449
At 31 January 2021	<u>-</u>	<u>337,638</u>	<u>337,638</u>
Carrying amount			
At 31 January 2021	<u>2,400,000</u>	<u>113,981</u>	<u>2,513,981</u>
At 31 January 2020	<u>2,385,000</u>	<u>108,884</u>	<u>2,493,884</u>

Freehold land and buildings, with a carrying amount of £2,400,000, were valued as at 1 November 2021 by Andy Bates Cert CII of Barrett Corp Harrington, independent valuers not connected with the charity.

15 Stocks

	2021 £	2020 £
Finished goods and goods for resale	2,692	2,821

16 Debtors

	2021 £	2020 £
Amounts falling due within one year:		
Trade debtors	58,681	25,337
Prepayments and accrued income	11,033	9,329
	<u>69,714</u>	<u>34,666</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

17 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Other taxation and social security		62,280	22,969
Deferred income	18	114,979	32,706
Trade creditors		26,529	25,866
Other creditors		11,967	11,026
Accruals and deferred income		55,544	37,756
		<u>271,299</u>	<u>130,323</u>

18 Deferred income

	2021 £	2020 £
Arising from residents income received in advance	<u>114,979</u>	<u>32,706</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

19 Endowment funds

There have been no movements on Endowment funds during the year ended 31 January 2021 or 31 January 2020. The fund originated from the Trust Deed dated 1 December 1959 which settled the property, known as Honeywood House Nursing Home and surrounding land.

	Movement in funds				Movement in funds				Balance at 31 January 2021			
	Balance at 1 February 2019	Incoming resources	Resources expended	Transfers	Revaluations gains and losses	Balance at 1 February 2020	Incoming resources	Resources expended		Transfers	Revaluations gains and losses	
	£	£	£	£	£	£	£	£	£	£	£	
Permanent endowment	1,000,000	-	-	-	-	1,000,000	-	-	-	-	-	1,000,000
	1,000,000	-	-	-	-	1,000,000	-	-	-	-	-	1,000,000

20 Restricted funds

The restricted fund represents the total net increase in value of the property, known as Honeywood House Nursing Home and surrounding land from revaluations carried out in current and prior years. The most recent independent valuation was carried out on 1 November 2021 at a current value of £2,400,000.

	Movement in funds				Movement in funds				Balance at 31 January 2021			
	Balance at 1 February 2019	Incoming resources	Resources expended	Transfers	Revaluations gains and losses	Balance at 1 February 2020	Incoming resources	Resources expended		Transfers	Revaluations gains and losses	
	£	£	£	£	£	£	£	£	£	£	£	
Restricted fund	1,385,000	-	-	-	-	1,385,000	-	-	-	15,000	-	1,400,000
	1,385,000	-	-	-	-	1,385,000	-	-	-	15,000	-	1,400,000

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

21 Analysis of net assets between funds	Unrestricted funds		Restricted funds		Endowment funds		Total	
	2021	£	2021	£	2021	£	2020	£
Fund balances at 31 January 2021 are represented by:								
Tangible assets	2,513,981		-		-		-	2,493,884
Current assets/(liabilities)	(43,048)		-		-		-	(2,690)
	<u>2,470,933</u>		<u>-</u>		<u>-</u>		<u>-</u>	<u>2,491,194</u>

HONEYWOOD HOUSE NURSING HOME

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 JANUARY 2021

22 Operating lease commitments

At the reporting end date the charity had outstanding commitments for future minimum lease payments under non-cancellable operating leases, which fall due as follows:

	2021 £	2020 £
Within one year	5,049	960
Between two and five years	-	960
In over five years	23,845	-
	<u>28,894</u>	<u>1,920</u>

23 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

24 Cash generated from operations

	2021 £	2020 £
Deficit for the year	(35,261)	(102,330)
Adjustments for:		
Investment income recognised in statement of financial activities	(63)	(319)
Depreciation and impairment of tangible fixed assets	35,449	34,949
Movements in working capital:		
Decrease/(increase) in stocks	129	(181)
(Increase)/decrease in debtors	(35,048)	13,670
Increase in creditors	58,703	16,676
Increase/(decrease) in deferred income	82,273	(5,878)
Cash generated from/(absorbed by) operations	<u>106,182</u>	<u>(43,413)</u>

25 Analysis of changes in net funds

The charity had no debt during the year.