

Charity Registration Number: 223010  
Almshouse Association Member Number: 1022

# Robert John Whitehead's Almshouses

Annual Report and Financial Statements

for the Year Ended 31 March 2022

# **Robert John Whitehead's Almshouses**

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## **Robert John Whitehead's Almshouses**

### **Reference and Administrative Details**

<b>Charity Registration Number</b>	223010
<b>Almshouse Association Member Number</b>	1022
<b>Trustees</b>	Mrs R D Payne Miss D L Gill Dr W Armer Rev I Jamieson
<b>Principal Office</b>	Mulberry Property Management 11 Walmgate York YO1 9TX
<b>Bankers</b>	Barclays Bank Leicester LE87 2BB
<b>Independent Examiner</b>	Watson Buckle Limited York House Cottingley Business Park Bradford BD16 1PE

# **Robert John Whitehead's Almshouses**

## **Trustees' Report**

The trustees present the annual report together with the financial statements of the charity for the year ended 31 March 2022.

### **Structure, governance and management**

The charity is governed by a Trust Deed dated 4th November 1936 and a scheme dated 24th October 1968. Trustees adhere to the Standards of Almshouses Management (SAM) to ensure they continue to provide good governance and best practice.

Trustees are appointed from within the local community. All new Trustees are provided with Charity Commission publication CC3 'The Essential Trustee; what you need to know' and CC10 'The Hallmarks of an Effective Charity'. Trustees are also given an introduction by existing trustees to the specific rules relating to social housing along with an overview of the charity's operations.

The Trustees remain committed to their aim of providing a high standard of accommodation at an affordable weekly contribution in order to compete with other social housing providers.

The Trustees continue to liaise with the Local Authority service departments, the Almshouse Association, the TSA, the Charity Commission and the VOA who have absorbed the rent service. During the forthcoming year the trustees will continue to renew the facilities and appointments in the almshouses as necessary but there is nothing that appears to require immediate attention as the housing stock is in good order.

### **Details of the properties**

The 8 Bungalows built for R J Whitehead, were gifted in 1936 to the parish of Woodhouse, later extended due to the Church boundary's being changed to include the Bradley parish. They stand on 3,803 square yards of private land in Deighton Road purchased by R J Whitehead and are in the Deighton area of the County Borough of Huddersfield (now Kirklees).

### **Objectives and activities**

The Almshouses should be appropriated and used for the residence of almspeople of the parish of Woodhouse and Bradley.

R J Whitehead, is a not for profit registered charity administered by a voluntary group of Trustees. The principle activities are to provide accommodation for those who qualify under the trust deed, with priority being given to local residents. The properties are best suited to individual occupiers. When making decisions about the applicants the trustees have tried to ensure that they provide accommodation to those most in need of the type of accommodation the trust offers.

In making decisions about the management of the charity, the trustees give due regard to the charity commission guidance in respect of public benefit. They further believe in the social benefit of the provision of affordable housing, and record that the benefit given by this charity is specially focused on residents of Bradley and surrounding areas, in accordance with the charity's governing document.

The Trustees meet regularly to determine Housing policies, management and maintenance issues and the allocation of homes.

Decisions are made by the Trustees on a majority basis and in the event of a tied vote the Chair has a casting vote. For a quorum three Trustees have to be present at the meeting. All meetings in the year were quorate and conducted in accordance with the scheme approved by the Charity Commissioners dated 2 May 1986.

# **Robert John Whitehead's Almshouses**

## **Trustees' Report**

### **Financial review**

The Trustees continue to build up the charity's reserves as and when possible and uses the routine maintenance for renewals and regular maintenance.

The internal controls of the charity are reviewed from time to time and monitored annually and an independent examination is carried out annually in accordance with the statutory requirements.

The surplus for the year was £19,483 (2021 - £28,712) and the total funds of the Charity at 31 March 2022 were £193,441 (2021 - £173,958).

### **Reserves policy**

The Trustees have reviewed the Charity's needs for the reserves in line with the guidance issued by the Charity Commission and consider it prudent that reserves should be sufficient to avoid the necessity to realise fixed assets. The Trustees are confident that future income will enable the Charity to meet its foreseeable needs on the basis of planned expenditure.

Total charity funds at 31 March 2022 were £193,441 (2021 - £173,958). The amount of reserves after making allowances for restricted funds and not tied up in tangible fixed assets or programme related investments amounted to £85,769 (2021 - £65,576).

### **Housing Property Assets**

Details of changes to the charity's assets are shown in note 9.

### **Post Balance Sheet Events**

We consider that there have been no events since the year end that have had a significant effect on the trusts financial position.

### **Going Concern**

After making enquiries, the trustees have a reasonable expectation that the almshouse has adequate resources to continue in operational existence for the foreseeable future, being a period of twelve months after the date on which the report and financial statements are signed. For this reason, it continues to adopt the going concern basis in the financial statements.

### **Risk management**

The Trustees give consideration to the major risks to which the Charity is exposed and systems which are designed to mitigate those risks on an ongoing basis.

### **Independent examiner**

The re appointment of Watson Buckle Limited was agreed by the trustees.

### **Public benefit**

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

## **Robert John Whitehead's Almshouses**

### **Trustees' Report**

#### **Value for money**

The trustees are mindful of the need to obtain value for money in all transactions entered into on behalf of the charity. when major works are undertaken a competitive tender is carried out. The charity regularly reviews its investments performance to ensure they still achieve a good rate of return.

The annual report was approved by the trustees of the charity on 27 January 2023 and signed on its behalf by:



.....  
Rev I Jamieson  
Trustee

## **Robert John Whitehead's Almshouses**

### **Independent Examiner's Report to the trustees of Robert John Whitehead's Almshouses**

I report to the trustees on my examination of the accounts of Robert John Whitehead's Almshouses for the year ended 31 March 2022.

#### **Responsibilities and basis of report**

As the charity trustees of Robert John Whitehead's Almshouses you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

#### **Independent examiner's statement**

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

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

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



.....  
Selina J Armitage FCA  
Independent Examiner  
Watson Buckle Limited  
Bradford

27 January 2023

# Robert John Whitehead's Almshouses

## Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account)

		Unrestricted funds			
	Note	General £	Revaluation reserve £	Total 2022 £	Total 2021 £
<b>Income and endowments from</b>					
Investments	3	2,244	-	2,244	1,507
Charitable activities	4	28,809	-	28,809	30,771
<b>Total income and endowments</b>		<u>31,053</u>	<u>-</u>	<u>31,053</u>	<u>32,278</u>
<b>Expenditure</b>					
Charitable activities	5	(22,429)	-	(22,429)	(24,255)
<b>Total expenditure</b>		<u>(22,429)</u>	<u>-</u>	<u>(22,429)</u>	<u>(24,255)</u>
Net income		8,624	-	8,624	8,023
Gains/losses on investment assets		-	10,859	10,859	20,689
Net movement in funds		<u>8,624</u>	<u>10,859</u>	<u>19,483</u>	<u>28,712</u>
<b>Reconciliation of funds</b>					
Total funds brought forward		138,584	35,374	173,958	145,246
Total funds carried forward		<u>147,208</u>	<u>46,233</u>	<u>193,441</u>	<u>173,958</u>

The funds breakdown for 2021 is shown in note 14.



# Robert John Whitehead's Almshouses

(Registration number: 223010)  
Balance Sheet as at 31 March 2022

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	9	51,048	57,676
Investments	10	<u>56,624</u>	<u>40,774</u>
		<u>107,672</u>	<u>98,450</u>
<b>Current assets</b>			
Debtors	11	2,205	1,074
Investments	12	75,461	72,208
Cash at bank and in hand		<u>14,991</u>	<u>3,426</u>
		92,657	76,708
<b>Creditors: Amounts falling due within one year</b>	13	<u>(6,888)</u>	<u>(1,200)</u>
<b>Net current assets</b>		<u>85,769</u>	<u>75,508</u>
<b>Net assets</b>		<u>193,441</u>	<u>173,958</u>
<b>Funds of the charity:</b>			
<b>Unrestricted income funds</b>			
Unrestricted		147,208	138,584
Unrestricted revaluation reserve		<u>46,233</u>	<u>35,374</u>
Total unrestricted		<u>193,441</u>	<u>173,958</u>
<b>Total funds</b>	14	<u>193,441</u>	<u>173,958</u>

The financial statements on pages 6 to 14 were approved by the trustees, and authorised for issue on 27 January 2023 and signed on their behalf by:



.....  
Rev I Jamieson  
Trustee

# **Robert John Whitehead's Almshouses**

## **Notes to the Financial Statements for the Year Ended 31 March 2022**

### **1 General information**

#### **General information**

The entity is an unincorporated registered charity governed by their constitution, registered in England and Wales.

The address of the registered office is:

34 Warrenfield Court

Deighton

Huddersfield

HD1 1LH

Charity registration number: 223010

Almshouse Association Member Number: 1022

### **2 Accounting policies**

#### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (SORP) 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

#### **Basis of preparation**

These financial statements have been prepared using the historical cost convention except that as disclosed in the accounting policies certain items are shown at fair value.

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

The charity's functional and presentation currency is pound sterling.

#### **Going concern**

The financial statements have been prepared on a going concern basis.

#### **Income and endowments**

##### ***Investment income***

Income is earned from holding fixed assets for investment purposes and is recognised when receivable and the amount can be measured reliably by the charity.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity.

##### ***Charitable activities***

Weekly maintenance charges from housing properties is recognised on an accruals basis.

#### **Expenditure**

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably.

## Robert John Whitehead's Almshouses

### Notes to the Financial Statements for the Year Ended 31 March 2022

#### **Charitable activities**

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### **Support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include governance costs, and accounting that are likely to support more than one area of activity.

#### **Taxation**

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

#### **Tangible fixed assets**

Tangible fixed assets are stated at historical cost or valuation.

#### **Depreciation and amortisation**

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

<b>Asset class</b>	<b>Depreciation method and rate</b>
Kitchens	10 years
Bathroom	10 years
Boilers	20 years
Garage	10 years
Electrical and heating installations	20 years
Doors and windows	20 years

Major components of housing properties have been accounted for and depreciated separately from the connected housing property, over their expected useful economic lives. The cost of replacing these components are capitalised in full. The cost of partially replacing or repairing these components are charged to the charitable activities.

#### **Significant judgements and estimates**

Preparation of the financial statements requires management to make significant judgements and estimates. The items in the financial statements where these judgments and estimates have been made include:

##### *Depreciation*

Management reviews its estimate of the useful lives of depreciable assets at each reporting date based on the expected utility of the assets; however, by their nature, component life cannot be determined with absolute certainty.

#### **Fixed asset investments**

Investments are recognised initially at fair value which is determined by reference to the quoted price for identical assets in an active market. Subsequently, they are measured at fair value through the statement of financial activities.

Investments held for long term are included in fixed assets.

## Robert John Whitehead's Almshouses

### Notes to the Financial Statements for the Year Ended 31 March 2022

#### Current asset investments

Current asset investments are recognised initially at fair value which is determined by reference to the quoted price for identical assets in an active market. Subsequently, they are measured at fair value through the statement of financial activities.

Investments held as part of the short term treasury management are included in current assets.

#### Financial instruments

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

#### Debtors

Debtors are recognised initially when they become due at the transaction price. They are subsequently measured at amortised cost using the effective interest rate method, less provision for impairment. A provision for impairment of debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the debtors.

#### Creditors

Creditors are obligations to pay for goods and services that have been acquired by the charity. Creditors are initially recognised at the transaction price and subsequently measured at amortised cost using the effective interest method.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

### 3 Income from investments

	Unrestricted funds General £	Total 2022 £	Total 2021 £
Interest receivable and similar income;			
Interest receivable on bank deposits	-	-	47
Other income from fixed asset investments	2,244	2,244	1,460
	<u>2,244</u>	<u>2,244</u>	<u>1,507</u>

### 4 Income from Charitable activities

	Unrestricted General £	Total 2022 £	Total 2021 £
Weekly maintenance charges	31,884	31,884	30,771
Voids	(3,075)	(3,075)	-
	<u>28,809</u>	<u>28,809</u>	<u>30,771</u>

## Robert John Whitehead's Almshouses

### Notes to the Financial Statements for the Year Ended 31 March 2022

#### 5 Expenditure on Charitable Activities

	Unrestricted funds		
	General £	Total 2022 £	Total 2021 £
Property costs	2,813	2,813	1,582
Routine maintenance	4,582	4,582	6,312
Gardening	4,432	4,432	5,910
Subscriptions	-	-	134
Sundry expenses	-	-	24
Independent Examiner's remuneration	1,500	1,500	1,200
Depreciation of fixtures and fittings	5,052	5,052	5,043
Depreciation of freehold property	4,050	4,050	4,050
	22,429	22,429	24,255

#### 6 Analysis of governance and support costs

##### Governance costs

	Unrestricted		
	General £	Total 2022 £	Total 2021 £
Independent Examiner's remuneration	1,500	1,500	1,200

#### 7 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

No trustee received any remuneration from the charity in the current or prior year.

The amount expenses waived by the trustees during the year totalled £Nil (2021 - £Nil).

#### 8 Key management personnel

The charity considers its key management personnel comprise the trustees.

The total key management personnel remuneration benefits were £Nil (2021 - £Nil).

# Robert John Whitehead's Almshouses

## Notes to the Financial Statements for the Year Ended 31 March 2022

### 9 Tangible fixed assets

	Housing properties for letting £	Property improvements £	Total £
<b>Cost</b>			
At 1 April 2021	81,001	107,727	188,728
Additions	-	2,474	2,474
At 31 March 2022	81,001	110,201	191,202
<b>Depreciation</b>			
At 1 April 2021	65,809	65,243	131,052
Charge for the year	4,050	5,052	9,102
At 31 March 2022	69,859	70,295	140,154
<b>Net book value</b>			
At 31 March 2022	11,142	39,906	51,048
At 31 March 2021	15,192	42,484	57,676

### 10 Fixed asset investments

	2020 £	2021 £
Listed investments	56,624	40,774

### Other investments

	Listed investments £	Total £
<b>Cost or Valuation</b>		
At 1 April 2021	50,706	50,706
Revaluation	5,918	5,918
At 31 March 2022	56,624	56,624
<b>Net book value</b>		
At 31 March 2022	56,624	56,624
At 31 March 2021	50,706	50,706

The fair value of listed investments is determined by reference to the quotes price for identical assets in an active market at the balance sheet date. Historical costs of investment are £85,852 (2021 - £77,608).

# Robert John Whitehead's Almshouses

## Notes to the Financial Statements for the Year Ended 31 March 2022

### 11 Debtors

	2022 £	2021 £
Prepayments	1,080	1,074
WMC in arrears	1,125	-
	<u>2,205</u>	<u>1,074</u>

### 12 Current asset investments

	2022 £	2021 £
Listed investments	<u>75,461</u>	<u>72,208</u>

### 13 Creditors: amounts falling due within one year

	2022 £	2021 £
Bank loans	3,000	-
WMC paid in advance	1,320	-
Accruals	2,568	1,200
	<u>6,888</u>	<u>1,200</u>

### 14 Funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 March 2022 £
<b>Unrestricted</b>					
General	138,584	31,053	(22,429)	-	147,208
<i>Unrestricted other funds</i>					
Revaluation reserve	<u>35,374</u>	<u>-</u>	<u>-</u>	<u>10,859</u>	<u>46,233</u>
<b>Total funds</b>	<u>173,958</u>	<u>31,053</u>	<u>(22,429)</u>	<u>10,859</u>	<u>193,441</u>
	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 31 March 2021 £
<b>Unrestricted</b>					
General	130,561	32,278	(24,255)	-	138,584
<i>Unrestricted other funds</i>					
Revaluation reserve	<u>14,685</u>	<u>-</u>	<u>-</u>	<u>20,689</u>	<u>35,374</u>
<b>Total funds</b>	<u>145,246</u>	<u>32,278</u>	<u>(24,255)</u>	<u>20,689</u>	<u>173,958</u>

## **Robert John Whitehead's Almshouses**

### **Notes to the Financial Statements for the Year Ended 31 March 2022**

#### **15 Analysis of net assets between funds**

	<b>Unrestricted funds General funds £</b>	<b>Total funds £</b>
Tangible fixed assets	51,048	51,048
Fixed asset investments	56,624	56,624
Current assets	92,657	92,657
Current liabilities	<u>(6,888)</u>	<u>(6,888)</u>
Total net assets	<u>193,441</u>	<u>193,441</u>