

Minutes of the Meeting of the Trustees of St Giles Almshouses

Wednesday, 27th August 2025 - Hosted by Fo Edmonds

Present: Alan Chamings, Colin House, Lorna Herniman, Simon Dyer, Rev. Gary Owen, Fo Edmonds, Alice Redford

Thanks extended to Fo for her hospitality in hosting the meeting.

Matters Arising

- June 2024 minutes reviewed and agreed.
- No. 6 Sunnyside: Purchase completed.
- Refurbishments: Acknowledged as necessary — quotes to be discussed.
- Quinquennial Report: Completed.

Treasurer's Report (Presented by Fo)

- **Annual Accounts for 2024/25 .**
- **Bank Balances:** Lloyds Bank account – £6651.05. M&G account – £40,000
- **Insurance:** Grout Insurance renewed by Alice in June 2025. Inclusive of cover for No. 6 Sunnyside. Total cost: £951.75
- **Property Expenditure: No. 4:** New vinyl flooring in kitchen installed – cost £600 (awaiting invoice). **No. 6 Sunnyside:** Purchase cost: £219,872 (agreed by Sarah in October). Slee Blackwell Survey: £300
- **Audit Requirement:** Dividends and total income exceeded £25,000 threshold. Audit required – inspectors' report pending. Fo to handle.
- **Bank Account Name Change:** New name: *The Rolles Almshouse Charities, St Giles*

Property Refurbishments

No. 1

- Requires new cooker and kitchen units, worktop in lobby (worktop to be provided by Alan) Quote received: Mike Jefferies – £3,040. Only one quote, but trusted contractor (previous work on No. 4)
- Wood burner needs updating. Alan contacted Rangemoors – requires more information and photos
- Water ingress through stairs – needs urgent attention

No. 2

- Water ingress through stairs – same issue as No. 1
- Electrical work already completed by Mike Cooke

No. 3

- Tom has given permission for necessary work to proceed. Kevin and Ian to assess the property

No. 4

- New vinyl flooring completed
- Window requires replacement
- Fence installed by John Ayre (October 2024)
- Tree cut down by Chops; old stump needs removal. Quote from Andy Winsbury: £600. Fo recommended Gavin Hendry as an alternative – Alan to follow up
- Ongoing faulty boiler issues. Alan to speak with Rob regarding repair or replacement

No. 6 Minimal maintenance required. New kitchen units needed

Any Other Business

- **Chimney Sweeping & House Inspections:**
 - Carried out by David Balchin for Nos. 1–4 in July
 - House inspections conducted on the same day
- **Heat pump / insulation**
 - Heat pump, insulation, solar panels - Applicability for Almshouse residents questioned (not homeowners or tenants). Further research required
- **Maintenance Contributions:**
 - Agreed to remain at £360 per calendar month. To be reviewed next year.
- **Quinquennial Building Survey Report:**
 - Gary highlighted health & safety issues. Emphasis on smoke alarm inspections. Alan and Simon to check smoke alarms in Nos. 1–4 ASAP
- **Charity Commission Obligations:**
 - Discussion on trustee responsibilities. Query over need for custodian. Gary to contact Tawstock Secretary, George Hampton, for advice. Will pass contact details to Alan if George is willing.

Date of Next Meeting: To be arranged

Signed, Alan Chamings (Chairman):

Footnote

- **Smoke Alarms:** Alan and Simon checked alarms in Nos. 1–4 immediately after the meeting. Majority found to be in working order. Alan to purchase additional units as needed.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Rolle's Almshouses & Richards Trust

No (if any)
229118

Receipts and payments accounts

CC16a

For the period from	Period start date 01/04/2024	To	Period end date 31/03/2025
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Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Tenant contributions	16,905	-	-	16,905	15,525
Dividends	10,554	-	-	10,554	9,665
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	27,459	-	-	27,459	25,190
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	27,459	-	-	27,459	25,190
A3 Payments					
Maintenance	9,310	-	-	9,310	11,771
Admin	4,436	-	-	4,436	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	13,746	-	-	13,746	11,771
A4 Asset and investment purchases, (see table)					
M&G Investments	25,000	-	-	25,000	-
	-	-	-	-	-
Sub total	25,000	-	-	25,000	-
Total payments	38,746	-	-	38,746	11,771
Net of receipts/(payments)	- 11,287	-	-	- 11,287	13,419
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	22,866	-	-	22,866	9,447
Cash funds this year end	11,579	-	-	11,579	22,866

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Bank	11,579	-	-
		-	-	-
		-	-	-
	Total cash funds	11,579	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	M&G Investments	Unrestricted	-	251,073
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	1 Rolle's Almshouses		-	-
	2 Rolle's Almshouses		-	-
	3 Rolle's Almshouses		-	-
	4 Rolle's Almshouses		-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	



CHARITY COMMISSION FOR ENGLAND AND WALES

Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/ members of	Rolle's Almshouses & Richards Trust		
On accounts for the year ended	31 st March 2025	Charity no (if any)	229118
Set out on pages	1 to 2		

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2025.

Responsibilities and basis of report

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

Independent examiner's statement

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

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

- accounting records were not kept in accordance with section 130 of the Act or
- the accounts do not accord with the accounting records

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

Signed:

Date:

17/11/2025.

Name:

Keith Berry

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

ICAEW

Address:

Berrys, Chartered Accountants, 12 High Street, Torrington, Devon
EX38 8HN