

Report of the Trustees and  
Unaudited Financial Statements for the Year Ended 31 December 2020  
for  
The Woodclyffe Hostel

Richard Arnold  
7, Braybrooke Road  
Wargrave  
Reading  
Berkshire  
RG10 8DU

The Woodclyffe Hostel

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for the Year Ended 31 December 2020

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**The Woodclyffe Hostel**

**CHARITY INFORMATION**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity Number**

229345

**Principal Address**

20, Ridgeway  
Wargrave  
Berkshire  
RG10 8AS

**Trustees**

Rev J Cook  
Mr Graham Jones  
Mr Michael Simpson (Resigned September 2020)  
Mr Peter Mayes  
Ms Christine Walker

**Independent Examiner**

Richard Arnold  
7, Braybrooke Road  
Wargrave  
Reading  
Berkshire  
RG10 8DU

## The Woodclyffe Hostel

### Report of the Trustees

for the Year Ended 31 December 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of the Charities SORP (FRS 102).

#### 1. Aim and Purpose of the Trust

The Woodclyffe Hostel was gifted to the people of Wargrave and surrounding areas by Mrs Harriet Smith, in 1905. Its purpose was, and remains, to provide facilities for recreation and education. The Trustees have the responsibility for maintaining and administering the building (which is Grade 2 listed) so that the facilities are in good order and utilised by as wide a range of people as possible.

The building is currently used to provide the following facilities and activities:

The Public Library

The Wargrave & District Snooker Club

The Wargrave Theatre Workshop (rehearsal room and costume store)

The Sansom Room, used by two local art groups, Church groups, a children's dance group and others who use the room on an ad-hoc basis

The societies and organisations that carry out these activities each have a lease agreement, covering their respective parts of the building, with the Trustees. The rents charged by the Trustees are set with reference to the costs of running the building, so that over the medium and long term the Trust neither makes a profit nor incurs loss. Certain small rooms in the Hostel are used to store archives by local organisations such as the Wargrave History Society and the church, for which no charge is made.

The Sansom Room is a meeting room, hired to its users on an hourly basis.

In addition, there is a residential flat on the top floor.

#### 2. Activities

##### The Building

The annual asbestos survey was again completed and, as in previous years, no remedial action is required.

A comprehensive structural survey was carried out during the summer of 2020, with a view to establishing the building renovation requirements. Following that and when Covid 19 restrictions were sufficiently eased, the work was carried out, starting in October and was substantially completed by the end of the year. The cost of the works are shown in full in the accounts despite the final invoice from the contractors not having been received until after the year-end.

##### Tenancies

When the Covid 19 restrictions were introduced, the trustees agreed to listen sympathetically to requests for financial assistance that any of the tenants submitted. Accordingly, the Snooker Club, the Theatre Workshop and the tenant of the residential flat were all granted rent reductions in a variety of forms. As such, rental income for the year is somewhat below previous levels. There is no intention to reclaim any of these rent reductions.

## The Woodclyffe Hostel

### Report of the Trustees

for the Year Ended 31 December 2020

#### **Health and Safety**

The Health & Safety policy, instigated in 2009, is kept under constant review and steps have been taken to further mitigate risks identified.

#### **Access for Disabled People**

During 2009, in conjunction with Wokingham Borough Council, major modifications were made to the entrance and ground floor to facilitate the use of the library by disabled people.

#### **Trustee Board**

Mr Michael Simpson retired from the board in September 2020. A new trustee will be introduced in due course

#### 3. The Public Benefit

The Trustees have given due consideration to the Charity Commission's guidance on public benefit and have concluded that the Woodclyffe Hostel is fully compliant. The Trust's overall responsibility is that of providing facilities to organisations and village societies who themselves exist to benefit the public in various ways. To the greatest extent possible the facilities are now accessible to disabled people.

Specifically, the public Library is managed by Wokingham Borough Council for the benefit of all the inhabitants of Wargrave and surrounding areas, without restriction. The Snooker Club provides snooker playing facilities to members and non-members alike. The Wargrave Theatre Workshop is the local amateur dramatic society which regularly stages performances that are open to the public. The Theatre Workshop welcomes anyone who wishes to participate in its activities, in whatever capacity. One room of the Hostel is used by a variety of local organisations such as two artists clubs, the church, a children's dance group and others on an ad-hoc basis. Use of this room is open to everyone without restriction.

None of these activities could be carried out for the public were it not for the premises provided by the Woodclyffe Hostel Trust.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

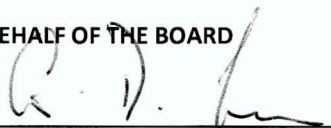
##### **Covid pandemic.**

As stated, the restrictions applied to usage of the Woodclyffe Hostel have meant that rental income reduced during 2020. However, the trust has adequate reserves and the trustees believe that its ongoing viability is secure.

##### **Risk Management**

The trustees have a duty to identify and review risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

**ON BEHALF OF THE BOARD**



Trustee

Date:

23 June '21



Independent Examiner's Report to the Trustees of  
The Woodclyffe Hostel

I report on the accounts for the year ended 31 December 2020 set out on pages four to eight.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity commission (under section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

**Basis of the independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with section 130 of the 2011 Act; and
  - to prepare accounts with accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Richard Arnold ACA  
7, Braybrooke Road  
Wargrave  
Reading  
Berkshire  
RG10 8DU



Date: 23/6/2021

The Woodclyffe Hostel  
Statement of Financial Activities  
for the Year Ended 31 December 2020

		31.12.20	31.12.19
	Notes	£	£
<b>INCOMING RESOURCES</b>			
<b>Incoming resources from generated funds</b>			
Investment Income		1056	1043
<b>Other incoming resources</b>		<u>30,424</u>	<u>34,059</u>
<b>Total incoming resources</b>		31,480	35,102
<b>RESOURCES EXPENDED</b>			
<b>Other resources expended</b>		<u>78,522</u>	<u>15,101</u>
<b>NET OUTGOING / INCOMING RESOURCES</b>		-47,043	20,001
<b>Other recognised gains/losses</b>			
Gains/losses on investment assets	6	6,804	725
<b>Net movement in funds</b>		<u>-40,239</u>	<u>20,726</u>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>		149,952	129,226
		<u>109,713</u>	<u>149,952</u>

The notes form part of these financial statements


The Woodclyffe Hostel

Balance Sheet

At 31 December 2020

		31.12.20 Unrestricted funds £	31.12.19 Unrestricted funds £
	Notes		
<b>FIXED ASSETS</b>			
Tangible Assets	4	2,828,064	1,505,670
<b>CURRENT ASSETS</b>			
Investments	2	36,306	29,502
Cash at bank		102,011	121,286
		138,317	150,788
<b>CREDITORS</b>			
Amounts falling due within one year	5	-28,604	-836
<b>NET CURRENT ASSETS</b>		109,713	149,952
<b>NET ASSETS</b>		2,937,777	1,655,622
<b>TRUSTEES ACCOUNTS</b>			
Trustees Capital Account		2,828,064	1,505,670
Trustees Income Account Retained Earnings	6	109,713	149,952
<b>Total funds</b>		2,937,777	1,655,622

The financial statements were approved by the Board of Trustees on 23 June '21 and were signed on its behalf by:



Trustee



## **1 ACCOUNTING POLICIES**

### **Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Charities SORP (FRS 102), the Charities Act 2011, and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

### **Accounting Basis**

The accounts have been prepared on an Income and Expenditure basis.

### **Tangible Fixed Assets**

The Trust has one tangible asset, the Woodclyffe Hostel. In accordance with Financial Reporting Statement 30, the trustees do not provide any Depreciation charge on the Hostel building on the basis that the Hostel is being maintained and effectively has an indefinite life.

The Woodclyffe Hostel was donated to the Trust in 1905, and the current valuation in the accounts reflects a revised estimated Insurance cost. The Trustees believe that the cost of obtaining a professional market valuation would far outweigh any benefit, and in itself would be irrelevant.

### **Taxation**

The charity is exempt from tax on its activities, as all income is applied to its primary purpose.

### **Fund Accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. The only restricted assets being the Hostel itself.

## **2 INVESTMENTS**

Investments consist of 1,782 shares in the Investment Fund of the Central Board of Finance of the Church of England and are valued at the Current Market Value as at 31 December 2020.

## **3 TRUSTEES REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2020, nor for the year ended 31 December 2020.

Notes to the Financial Statements  
for the Year Ended 31 December 2020

**4 TANGIBLE FIXED ASSETS**

Treated as Restricted Funds	Freehold Property
<b>COST or Estimated Insurance value</b>	£
At 1 January 2020 and 31 December 2020	<u>2,828,064</u>
<b>BOOK VALUE</b>	
At 31 December 2020	<u>2,828,064</u>
At 31 December 2019	<u>1,505,670</u>

**5 CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.12.20	31.12.19
Deposit re flat	836	836
Accrued works cost	27,768	
	<u>28,604</u>	<u>835</u>

**6 MOVEMENT IN FUNDS**

	Net movement		
	At 1.1.20	In funds	At 31.12.20
	£	£	£
<b>Unrestricted funds</b>			
General fund	149,952	-40,239	109,713
<b>TOTAL FUNDS</b>	<u>149,952</u>	<u>-40,239</u>	<u>109,713</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
	£	£	£
<b>Unrestricted funds</b>			
General fund	31,480	78,522	-47,043
Unrealised Gain on Investments	6,804		6,804
<b>TOTAL FUNDS</b>	<u>38,284</u>	<u>78,522</u>	<u>-40,239</u>

The Woodclyffe Hostel

Detailed Statement of Financial Activities  
for the Year Ended 31 December 2020

	31.12.20 £	31.12.19 £
<b>INCOMING RESOURCES</b>		
<b>Investment Income</b>		
Dividends	1,023	993
Interest receivable	34	50
	<hr/>	<hr/>
	1056	1043
<b>Other incoming resources</b>		
WBC Library	9,000	9,000
Wargrave & District Club	6,000	6,001
Green Room/WTW	3,753	5,000
Residential Flat	7,700	7,671
Samsom Room	695	2,681
Other income/Service Charges	3,276	3,706
	<hr/>	<hr/>
	30,424	34,059
<b>Total incoming resources</b>	<hr/>	<hr/>
	31,480	35,102
<b>RESOURCES EXPENDED</b>		
<b>Other resources expended</b>		
Cleaning	2,208	2,416
Utilities	3,873	1,689
Rates/Council Tax	128	263
Insurance	6,024	5,760
Inspection/Works		1,063
General Building Repairs	65,686	3,619
Miscellaneous	602	291
	<hr/>	<hr/>
<b>Total resources expended</b>	78,522	15,101
<b>Net income before gains and losses</b>	<hr/>	<hr/>
	-47,043	20,001
<b>Realised recognised gains and losses</b>		
Un realised gains/(losses) on investments	6,804	725
	<hr/>	<hr/>
<b>Net income</b>	<hr/>	<hr/>
	-40,239	20,726

This page does not form part of the statutory financial statements