

**SELBY ALMSHOUSES AND POOR'S CHARITY**  
**ANNUAL REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31 DECEMBER 2021**

Charity number 230816

## **SELBY ALMSHOUSES AND POOR'S CHARITY**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31 DECEMBER 2021**

The trustees present their report and the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2020.

The accounts have been prepared on the receipts and payments basis.

#### **AIMS AND OBJECTIVES**

The objects of the charity are the management of almshouses and investments.

After defraying from the income all proper costs and management expenses, the trustees shall apply the income of the charity to relieving either generally or individually persons resident in Selby district who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities calculated to reduce the need, hardship or distress of such persons subject to certain restrictions contained in the charity commission's scheme.

The trustees confirm that they have referred to the guidance contained in the charity commission's general guidance on public benefit when reviewing the charities aims and objectives and in planning future activities.

#### **ACHIEVEMENTS AND PERFORMANCE**

The Trustee Board was unable to meet with Licensees twice a year in the usual way due to ongoing issues around the Covid pandemic. However, our Administration Officer, Anne, managed to keep in touch with Licensees via telephone to maintain contact at least weekly. The Charity maintained its programme of maintenance of the premises and fittings working around government guidelines, lock-downs etc. It was obviously a difficult time for everyone but our Licensees came through the year and have continued to live their lives following current guidelines.

A full electrical survey and update of the mains boards was undertaken and has now been completed. We will undertake a regular inspection of all our properties on an annual basis, as before, now that restrictions have been lifted. The Trustee Board continued meet quarterly online to ensure oversight of premises, finances etc and to set policy and strategy.

Following the replacement of doors and windows and increased insulation, our Licensees report that they are more comfortable and their heating costs have decreased.

The work to incorporate the Charity also stalled during the pandemic but it is hoped to complete this during 2022. Trustees have continued to provide good governance through the year and also continued to keep all investments under review at their quarterly meetings.

During 2021 the charity received 38 applications for grants of which 33 were granted totalling £9,522 which was distributed throughout Selby District.

#### **RESERVES POLICY**

The charity's policy is to maintain sufficient cash resources to enable its objectives to be met as needed. The trustees continue to review options for investing in assets in order to maximise available funding to fulfil the aims and objectives of the charity.

## **SELBY ALMSHOUSES AND POOR'S CHARITY**

### **TRUSTEES REPORT FOR THE YEAR ENDED 31 DECEMBER 2021 - CONTINUED**

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

##### **Constitution**

Selby Almshouses and Poor's Charity is a registered charity number 230816 governed by a scheme dated 24 August 1981, as amended 20 June 2001.

The board of trustees hold meetings quarterly to consider matters in line with the connected charities. Interim meetings are held when necessary and some trustees are involved on a regular basis with progress reviews of specific areas.

The board has organised smaller groups to take an overview of the various aspects of the charity's activities. These are:

- Repair and maintenance of the properties
- Lettings
- Grants
- Investments

Day to day operation of the charity is overseen by the chair supported by an administrator both of whom do so on behalf of the trustee board. All actions are reported to the board at their quarterly meetings.

##### **Appointment of trustees, induction and training**

The ex-officio trustees, being the vicar and representatives of the Parish of Selby Abbey, are deemed to be appointed by the Parochial Church Council of the said Abbey. The nominative trustees are appointed by Selby Town Council for a term of 4 years but the person need not be a member of the council.

Co-opted trustees shall be persons who through residence, occupation, employment or otherwise have special knowledge of the town of Selby and specific skills to support the board in their work. They are appointed by the board and serve for a period of 5 years.

All new trustees have a meeting with the chair and other trustees to explain the work and activities of the charity.

#### **CO-OPERATION WITH OTHER CHARITIES**

The trust works in connection with other charities. The same trustees serve for Selby Feoffee and Welfare Charity.

#### **REFERENCE AND ADMINISTRATIVE INFORMATION**

##### **TRUSTEES**

The board of trustees consists of the following trustees who held office during the year as follows:

They shall consist, when complete of:

- Five ex-officio trustees;
- Five nominated trustees; and
- Five co-opted trustees.

##### **Ex Officio Trustees:**

The vicar and churchwardens for the time being of the Ecclesiastical Parish of Selby Abbey

- Father John Weetman (Vice-Chair)
- Elaine Ann Exley
- Roger Riley
- Rev Neil Woodall

**SELBY ALMSHOUSES AND POOR'S CHARITY**

**TRUSTEES REPORT FOR THE YEAR ENDED 31 DECEMBER 2021 – CONTINUED**

**REFERENCE AND ADMINISTRATIVE INFORMATION - CONTINUED**

**TRUSTEES - CONTINUED**

**Nominative Trustees**

Nominated by Selby Town Council

- Melanie Davis (Chair)
- Frederick Matthews
- Mary Fagan
- Jennifer Shaw-Wright
- Jack Proud (appointed 24 May 2021)

**Co-opted Trustees:**

- Jackie Fielding
- Vacancies including that of treasurer

**INDEPENDENT EXAMINER**

N Clemit ACA FCCA  
JWPCreers LLP  
Chartered Accountants  
Genesis 5  
Church Lane  
Heslington  
York  
YO10 5DQ

**SOLICITORS**

Elmhirst Parker  
Abbey Yard  
Selby  
YO8 4PX

**BANKERS**

HSBC Bank plc  
Market Place  
Selby  
YO8 4PA

Approved by the trustees on 22 November 2022 and signed on their behalf by:

.....  
Melanie Davis - Chair

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**

### **SELBY ALMSHOUSES AND POOR'S CHARITY**

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2021 which are set out on pages 5 to 7.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

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

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

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

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

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

Nigel Clemit ACA FCCA  
JWPCreers LLP  
Chartered Accountants  
Genesis 5  
Church Lane  
Heslington  
York  
YO10 5DQ

21 December 2022

**SELBY ALMSHOUSES AND POOR'S CHARITY**

**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2021**

	Notes	General Fund £	Endowment Fund £	Total 2021 £	Total 2020 £
<b>RECEIPTS</b>					
Activities for generating funds					
Mandated income					
Selby Feoffee and Welfare Charity		10,168	-	10,168	11,262
Investment income					
Bank interest		6	-	6	135
Investment income		6,889	-	6,889	6,731
Wayleaves		276	-	276	271
Income from investment property		18,124	-	18,124	17,940
Incoming resources from charitable activities					
Income from residents		63,066	-	63,066	58,175
Managing agents' credit to be returned		-	-	-	10
<b>Total receipts</b>		<b>98,529</b>	<b>-</b>	<b>98,529</b>	<b>90,574</b>
<b>PAYMENTS</b>					
Charitable activities					
Charitable donations	2	9,522	-	9,522	12,821
Provision of Almshouses					
Gas and electricity		437	-	437	536
Other professional fees		-	-	-	4,678
General repairs		8,696	-	8,696	11,650
Extraordinary repairs and maintenance		11,612	-	11,612	10,370
Council tax		-	-	-	125
Administration		815	-	815	4,139
Grass cutting and gardening		3,635	-	3,635	2,335
Insurance		1,857	-	1,857	1,328
Subscriptions		-	-	-	426
Sundry expenses		646	-	646	787
Salaries		3,093	-	3,093	-
Expenses relating to investment properties		4,688	-	4,688	4,930
Independent examiners fee		600	-	600	540
Bank charges		12	-	12	-
		<b>45,613</b>	<b>-</b>	<b>45,613</b>	<b>54,665</b>
Purchase of Almshouse		-	-	-	137,035
<b>Total payments</b>		<b>45,613</b>	<b>-</b>	<b>45,613</b>	<b>191,700</b>
Increase\decrease in bank and cash balances		52,916	-	52,916	(101,126)
Transfer		-	-	-	-
Bank balance at 1 January 2021		67,396	-	67,396	168,522
Bank balance at 31 December 2021		120,312	-	120,312	67,396

**SELBY ALMSHOUSES AND POOR'S CHARITY**

**STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2021**

	General Fund £	Extraordinary Repair Fund £	Endowment Fund £	Total 2021 £	Total 2020 £
<b>CASH FUNDS</b>					
Bank balances	120,312	-	-	120,312	67,396
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>OTHER MONETARY ASSETS</b>					
Mandated income Selby Feoffee and Welfare Charity	12,541	-	-	12,541	10,168
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>ALMHOUSES</b>					
15 Woodville Terrace at cost	-	-	137,035	137,035	137,035
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
The charity also owns 13 Almshouses in Selby which were originally donated to the charity and as such have no cost and which form part of the endowment fund					
<b>INVESTMENT PROPERTY</b>					
7 Longley House at cost	172,034	-	-	172,034	172,034
7 Masters Mews at cost	176,163	-	-	176,163	176,163
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	485,232	-	-	485,232	485,232
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>INVESTMENT ASSETS – AT MARKET VALUE</b>					
4659 NAACIF Income shares	-	-	4,247	4,247	3,896
155 NAACIF Income shares	-	-	141	141	129
2055.079 NAACIF Accumulation shares	-	215,174	-	215,174	190,467
79,931.34 COIF Charities Ethical Investment Fund Income units	250,153	-	-	250,153	220,467
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	250,153	215,174	4,388	469,715	414,619
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>LIABILITIES</b>					
Independent examiners fee	630	-	-	630	600
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	630	-	-	630	600
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

Approved by the trustees on 22 November 2022 and signed on their behalf by:

.....  
Melanie Davis - Chair

**SELBY ALMSHOUSES AND POOR'S CHARITY**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**1. ACCOUNTING POLICIES**

**BASIS OF ACCOUNTING**

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2020, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

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

**FUNDS**

The endowment fund represents funds to be held permanently for the purposes of the charity.

The extra-ordinary repair fund represents funds for the purpose of providing for the extraordinary repair, improvement or rebuilding of the almshouses.

General funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

**2. GRANTS**

During the year the charity made 33 (2020 – 41) grants totalling £9,522 (2020 - £12,821). No grant was made in excess of £1,000 in either year.