

**SELBY ALMSHOUSES AND POOR'S CHARITY**  
**ANNUAL REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED**  
**31 DECEMBER 2022**

Charity number 230816

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

### **TRUSTEES REPORT FOR THE YEAR ENDED 31 DECEMBER 2022**

The trustees present their report and the financial statements of the charity for the year ended 31 December 2022. 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 2019.

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 able to resume its regular meetings with residents particularly at Christmas time when we present each resident with a small gift to help towards the extra Christmas costs. Trustees also responded to the huge hike in the cost of heating during the cost of living crisis and made two additional payments to residents to help with these increased costs.

Trustees maintained the programme of maintenance of the premises and fittings to ensure the properties maintain their value for the charity and residents feel safe and secure in their homes. Additional work has taken place in the garden and outside area to make the ongoing maintenance of these gardens easier.

The Trustee Board continued meet quarterly to ensure oversight of premises, finances etc and to set policy and strategy.

The work to incorporate the Charity stalled during the pandemic and continues to be slow due to the need to undertake Voluntary First Registration of all our properties and land. This is proving difficult due to lack of some documentation and no proper plans particularly of our farmland. We are arranging for accurate plans to be drawn up with full measurements and it will be necessary for some Trustees to swear Statutory Declarations to support the registration.

Trustees have continued to provide good governance through the year and also continued to keep all investments under review at their quarterly meetings.

During 2022 the charity received 25 applications for grants of which 23 were granted totalling £7,389 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 2022 - 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 2022 – CONTINUED**

**REFERENCE AND ADMINISTRATIVE INFORMATION - CONTINUED**

**TRUSTEES - CONTINUED**

**Nominative Trustees**

Nominated by Selby Town Council

- Melanie Davis (Chair)
- Frederick Matthews
- Jennifer Shaw-Wright
- Jack Proud (appointed 30 April 2022)

**Co-opted Trustees:**

- Jackie Fielding
- Mark Adrian Hoggard (appointed 11 April 2023)

**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 10 October 2023 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 2022 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

2 November 2023

**SELBY ALMSHOUSES AND POOR'S CHARITY**

**RECEIPTS AND PAYMENTS ACCOUNT FOR THE YEAR ENDED 31 DECEMBER 2022**

	Notes	General Fund £	Endowment Fund £	Total 2022 £	Total 2021 £
<b>RECEIPTS</b>					
Activities for generating funds					
Mandated income					
Selby Feoffee and Welfare Charity		10,168	-	10,168	10,168
Investment income					
Bank interest		501	-	501	6
Investment income		6,995	-	6,995	6,889
Wayleaves		-	-	-	276
Income from investment property		18,865	-	18,865	18,124
Incoming resources from charitable activities					
Income from residents		61,727	-	61,727	63,066
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total receipts</b>		98,256	-	98,256	98,529
		<hr/>	<hr/>	<hr/>	<hr/>
<b>PAYMENTS</b>					
Charitable activities					
Charitable donations	2	7,389	-	7,389	9,522
Provision of Almshouses					
Gas and electricity		268	-	268	437
Repairs and maintenance		7,944	-	7,944	20,308
Administration		579	-	579	815
Grass cutting and gardening		4,210	-	4,210	3,635
Insurance		1,510	-	1,510	1,857
General expenses		1,972	-	1,972	-
Sundry expenses		920	-	920	646
Almshouses and poor expenses		6,238	-	6,238	-
Salaries		4,195	-	4,195	3,093
Expenses relating to investment properties		3,984	-	3,984	4,688
Independent examiners fee		-	-	-	600
Bank charges		67	-	67	12
		<hr/>	<hr/>	<hr/>	<hr/>
<b>Total payments</b>		39,276	-	39,276	45,613
		<hr/>	<hr/>	<hr/>	<hr/>
Increase in bank and cash balances		58,980	-	58,980	52,916
Bank balance at 1 January 2022		120,312	-	120,312	67,396
		<hr/>	<hr/>	<hr/>	<hr/>
Bank balance at 31 December 2022		179,292	-	179,292	120,312
		<hr/>	<hr/>	<hr/>	<hr/>

**SELBY ALMSHOUSES AND POOR'S CHARITY**

**STATEMENT OF ASSETS AND LIABILITIES AT 31 DECEMBER 2022**

	General Fund £	Extraordinary Repair Fund £	Endowment Fund £	Total 2022 £	Total 2021 £
<b>CASH FUNDS</b>					
Bank balances	179,292	-	-	179,292	120,312
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>OTHER MONETARY ASSETS</b>					
Mandated income					
Selby Feoffee and Welfare Charity - 2022	12,023	-	-	12,023	12,541
Selby Feoffee and Welfare Charity - 2021	2,373	-	-	2,373	-
	<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	-	-	4,114	4,114	4,247
155 NAACIF Income shares	-	-	137	137	141
2055.079 NAACIF Accumulation shares	-	216,874	-	216,874	215,174
79,931.34 COIF Charities Ethical Investment Fund Income units	219,076	-	-	219,076	250,153
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	219,076	216,874	4,251	440,201	469,715
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
<b>LIABILITIES</b>					
Independent examiners fee - 2022	672	-	-	672	630
Independent examiners fee – 2021	630	-	-	630	-
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>
	1,302	-	-	1,302	630
	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>	<u>          </u>

Approved by the trustees on 10 October 2023 and signed on their behalf by:

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Melanie Davis - Chair

**SELBY ALMSHOUSES AND POOR'S CHARITY**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2022**

**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 2021, 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 23 (2021 – 33) grants totalling £7,389 (2021 - £9,522). No grant was made in excess of £1,000 in either year.