

**Charity registration number 238044**  
**Regulator of Social Housing registration number A2334**

**The Penn and Smith**  
**Almshouses**

**Annual report and financial statements**  
**For the year ended 31 March 2024**

## **The Penn and Smith Almshouses**

### **Legal and administrative information**

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<b>Charity number</b>	238044
<b>Regulator of Social Housing registration number</b>	A 2334
<b>Trustees</b>	Christopher Penn (Chair) Rory Penn Mark Fairbanks-Smith Charles J Fairbanks-Smith John Stanley Rev Simon Reynolds-Winn Dr Marion Kimberley (resigned 20 April 2023)
<b>Clerk to the trustees and managing agent</b>	The Trust Partnership
<b>Registered office</b>	6 Trull Farm Buildings Tetbury Gloucestershire GL8 8SQ
<b>Independent examiner</b>	Dunkley's Woodlands Grange Woodlands Bradley Stoke Bristol BS32 4JY
<b>Bankers</b>	Unity Trust Bank PO Box 7193 Planetary Road Willenhall WV1 9DG

## **The Penn and Smith Almshouses**

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**The Penn and Smith Almshouses**  
**Report of the Board of Trustees (continued)**  
For the year ended 31 March 2024

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**Structure, governance and management**

The Charity's Board of Trustees is responsible for the overall management and control of the Charity and meets a minimum of three times a year.

All Trustees give their time freely and no remuneration or expenses were paid in the year. Trustees are required to disclose all relevant interests and to withdraw from decisions where a conflict of interest arises.

The existing Trustees have been specifically recruited, according to a skills audit, with relevant qualifications and experience and include a chartered surveyor, investment advisor, architect, solicitor and vicar to assist with the Trustees' responsibilities of maintaining the Charity's listed property and to care for the wellbeing of the residents. The Trust Partnership was appointed as managing agent on 1 September 2022.

During the year Trustees instructed Stone King LLP to advise on updating the governing documents and making the change to corporate trusteeship.

On 20 May 2024, the Charity Commission approved the change to a Corporate Trustee known as The Penn and Smith Almshouse Trustee Ltd (Company No. 14191427). The Corporate Trustee is a Company Limited by Guarantee governed by Articles of Association.

On 12 October 2023, an application was made to the Charity Commission to update the Governing Schemes dated 11 November 1955 and 7 December 1979 with particular reference to the eligibility criteria for residents. Trustees also made administrative amendments to the Schemes using the powers contained in section 280 (2) of the Charities Act 2011 and changed the name of the Charity to The Penn and Smith Almshouse Trustee Ltd.

**Organisational Management**

The Board of Trustees determines the general policy of the Charity. The day-to-day management and administration of the Charity is provided by The Trust Partnership. Operational management reports and accounts are prepared and presented by the managing agent to the Board of Trustees at the regular Board meetings three times per year, or more frequently as required.

**Risk management**

The Board of Trustees is responsible for the overseeing of the risks faced by the Charity. Detailed considerations of risk and mitigation are delegated to the managing agent. Risks are identified, assessed and controls are established throughout the year with a report made to Trustees at each of their regular Board meetings. Through the risk management processes established for the Charity, the Board of Trustees is satisfied that the major risks identified have been adequately mitigated where necessary. It is recognised that systems can only provide reasonable but not absolute assurance that major risks have been adequately managed.

**Objects**

The governing instruments for the Charity are the Charity Commission Schemes dated 11 November 1955 and 7 December 1979, as amended, most recently, by s280 resolution in October 2023 (see Structure, Governance and Management above).

The object of the Charity is to provide accommodation for people aged over 60 who are in need and who have been resident in the Ancient Parishes of Greenwich, Deptford and Lewisham, for at least three years.

### **Review of operations**

The Charity receives funds from charges raised on residents in the form of services charges and licence fees. The service charges are raised to cover the costs of providing support and services to the residents and maintenance of the grounds and equipment. Licence fees are charged to the residents in line with Government guidance and are used to cover maintenance of the properties in the year and to provide resources to meet future planned repairs costs.

In line with the Charity's objective to maintain the properties in good repair and in order to provide accommodation to beneficiaries, the Charity continues to review the fabric of the building by means of planned works programmes and stock condition surveys undertaken by the managing agent and outsourced surveyors.

The main activity for the year was to undertake the major building works identified under the Quinquennial Inspection Report dated 3 January 2023 to include external repair and redecoration works, roof repairs, masonry repairs and repointing and repair to damaged Listed entrance gates. Hyde Harrington, Chartered Surveyors, acted as Contract Administrators, with associated specialist advice from architects and arboriculturists given the status of the buildings as Listed Grade II and being within a Conservation Area. The specification went to tender and was awarded to John Taylor and Green Limited under a JCT Minor Works Building Contract .

Due to planning restrictions and the age of the buildings, the original contract sum of £132,710.60 plus VAT and fees was exceeded. The works commenced in September 2023 and are due to be completed in May 2025. The final contract sum is anticipated at £205,000 plus VAT and fees. Additional unforeseen works were needed as a result of further planning constraints imposed during the contract, surveys required as a result, urgent works required to the drainage system and works to improve damp within the almshouses. The contract was overseen by Hyde Harrington reporting directly to the managing agent and Trustees. Additional Trustee meetings took place throughout the year as a result.

Additional non-urgent but essential works have been identified within the Quinquennial Inspection Report. Trustees have reviewed the need for further work against the reduced reserves as a result of Phase 1 above. Trustees have set up a sub-Committee to consider the timing and funding of these additional works which are likely to begin in the year 2025/26 and take the form of smaller contracts.

There is a surplus of £60,780 for the year (2023: loss £45,085). Excluding a gain on revaluation of investments of £24,696 (2023: loss £30,507) there was a surplus on ordinary activities of £36,084 (2023: loss £14,578).

### **Principal risks and uncertainties**

There are several risks in the external environment that are contributing to significant challenges for all providers in particular rising costs of services and building materials as well as an increased volatility in income from investments funds. Inflation, global geo-political conflicts and economic uncertainty has led to increased costs of upkeep as well as reduced levels of reserves and income.

All Trustees actively manage key area of risk, with focus on maintaining service delivery, managing and anticipating financial impacts, and monitoring the potential negative impacts of the conditions on our customers and colleagues.

Maintenance of the Charity's properties is dependent on the timely and effective performance by third party contractors of their obligations.. The performance of contracts may be subject to disruption for a variety of reasons including availability of materials, work stoppages, labour constraints, and macroeconomic conditions. Professional advisors are employed to manage contracts and provide specialist advice where required.

Investments are managed by Sarasin & Partners and a report is provided at every Trustee meeting.

Trustees use the Risk Register and the regular reports from professional advisors to set the agenda and decisions-making for the long-term sustainability of the Charity and the well-being of the almshouse residents.

**Going Concern**

After making enquiries and examining major areas which could give rise to significant financial exposure, the Trustees are satisfied that no material or significant exposures exist on than as reflected in these Financial Statements and that the Trust has adequate resources to continue its operations for the foreseeable future. For this reason, we continue to adopt the going concern basis in preparing these financial statements.

**Future Plans**

Trustees aim to complete the balance of the building works identified under the Quinquennial Inspection Report dated 2023 within the available funds and notwithstanding the need to retain reserves to ensure the long-term viability of the Charity.

The wellbeing of residents will remain a priority.

**Charitable and political contributions**

No contributions were made during the financial year.

**Employees**

The Charity has no employees.

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**Value for money statement**

The Board of Trustees adopts a process of continuous review when assessing value for money giving due regard to balancing the need to preserve the financial integrity of the Charity into the future with the need and cost of repairing, maintaining and improving the Charity's properties and looking after the welfare of the residents.

At regular meetings of the Board of Trustees reports are presented by the Managing Agent, covering housing management, repairs and maintenance and financial performance and issues. These are scrutinised and questioned by the Board of Trustees to ensure that value for money and operational performance are not compromised with regard to the Charity and residents of the Charity's properties.

The managing agent has financial controls and delegated authority levels in place which have been agreed with the Board of Trustees and a financial review of both the Management Accounts and the charity's Investment Portfolio are carried out at each quarterly meeting. Larger scale projects are outsourced to professional advisors with the approval of the Board of Trustees to ensure strict tender guidelines are adhered to and cost comparison exercises are carried out.

Under the Value for Money Standard issued by the Regulator of Social Housing in April 2018 and the subsequent Value for Money Metrics Technical Note Guidance issue in June 2019 registered providers with a stock of less than 1,000 units are required to publish their Value for Money metrics. These are shown below for the Charity.

	<b>2024</b>	<b>2023</b>
Metric 1 - Re-investment %	0%	0%

This metric looks at the investment in properties (existing stock as well as New Supply) as a percentage of the value of total properties held. For the Charity with its limited resources the focus is on maintaining its existing properties in to the future. Planned and routine maintenance are a part of this and all, but the largest planned works are expended through the Statement of Comprehensive Income and charged to the cyclical and extraordinary repairs reserve

	<b>2024</b>	<b>2023</b>
Metric 2a – New supply delivered (social housing units) %	0%	0%
Metric 2b – New supply delivered (non-social housing units) %	0%	0%

This metric sets out the number of new social housing and non-social housing units that have been acquired or developed in the year as a proportion of total social housing units and non-social housing units owned at period end. The Charity's focus is on maintaining its existing properties into the future and currently does not have the financial capacity to develop new properties.

	<b>2024</b>	<b>2023</b>
Metric 3 - Gearing %	-2%	-6%

This metric assesses how much of the adjusted assets are made up of debt and the degree of dependence on debt finance. The Charity has no loans or overdraft facilities. The negative ratio is a result of the cash balances held. Cash that is in excess of short term operational requirements is invested in Charity Investment Funds. The tangible fixed assets which the cash and loans are compared to is also relatively low as there is no cost associated with the original cost of the properties, only subsequent capitalised repairs expenditure.

**The Penn and Smith Almshouses**  
**Report of the Board of Trustees (continued)**  
For the year ended 31 March 2024

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	<b>2024</b>	<b>2023</b>
Metric 4 – EBITDA MRI interest cover %	-	-

This metric is a key indicator for liquidity and investment capacity. It seeks to measure the level of surplus that a registered provider generates, adjusted for amortisation and depreciation, compared to interest payable. The Charity has no loans or overdraft facilities and, therefore, no interest payable.

	<b>2024</b>	<b>2023</b>
Metric 5 – Headline social housing cost per year	£6,988	£11,578

This metric assesses the headline social housing cost per unit as defined by the Regulator. The decrease in the cost per unit for 2024 is due to a decrease in major repairs expenditure and other costs in the year.

	<b>2024</b>	<b>2023</b>
Metric 6a – Operating margin (social housing lettings) %	8%	-43%
Metric 6b – Operating margin (overall) %	12%	-27%

This metric demonstrates the profitability of operating assets before exceptional expenses are taken into account. Increasing margins are one way to improve the financial efficiency of a business. In assessing this ratio, it is important that consideration is given to registered providers' purpose and objectives (including their social objectives).

	<b>2024</b>	<b>2023</b>
Metric 7 – Return on Capital Employed (ROCE) %	1 %	- 3%

This metric compares the operating surplus to total assets less current liabilities and is a common measure in the commercial sector to assess the efficient investment of capital resources



**The Penn and Smith Almshouses**  
**Report of the Board of Trustees (continued)**  
For the year ended 31 March 2024

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**Statement of the Board of Trustees responsibilities in respect of the Annual Report and the Financial Statements**

Under the trust deed of the Charity and charity law, the Board of Trustees is responsible for preparing the Annual Report and the Financial Statements in accordance with applicable law and regulations. The Board of Trustees has elected to prepare the financial statements in accordance with FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*.

The Financial Statements are required by law to give a true and fair view of the state of affairs of the Charity and of the surplus or deficit for that period. In preparing these Financial Statements, the Board of Trustees is required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards and the Statement of Recommended Practice have been followed, subject to any material departures disclosed and explained in the Financial Statements;
- state whether the Financial Statements comply with the trust deed, subject to any material departures disclosed and explained in the Financial Statements; and
- prepare the Financial Statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

The Board of Trustees is required to act in accordance with the trust deed of the Charity, within the framework of trust law. The Board of Trustees is responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the Charity at that time and enable the Board of Trustees to ensure that its Financial Statements comply with the Charities Act 2011, the Housing and Regeneration Act 2008 and the Accounting Direction for Private Registered Providers of Social Housing 2019. The Board of Trustees is responsible for such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error, and has general responsibility for taking such steps as are reasonably open to them to safeguard the assets of the Charity and to prevent and detect fraud and other irregularities.

**Statement of disclosure of information to the examiner**

The Trustees who held office at the date of approval of this Report of the Board of the Trustees confirm that, so far as they are each aware, there is no relevant audit information of which the Charity's auditor is unaware and each Trustee has taken all the steps that they ought to have taken as Trustees to make themselves aware of any relevant audit information and to establish that the Charity's auditor is aware of that information.

**Independent Examiner**

A resolution to appoint Dunkley and Co. as independent examiner will be proposed at the next annual general meeting.

**By order of the Board of Trustees**

  
Christopher Penn (Sep 20, 2024 18:45 GMT+2)

Mr C Penn  
Trustee

  
M Fairbanks Smith (Sep 23, 2024 16:46 GMT+1)

Mr M Fairbanks-Smith  
Trustee

Date:

## The Penn and Smith Almshouses

### Report of the Independent Examiners to the Trustees of The Penn and Smith Almshouses

#### Independent examiner's report to the trustees of The Penn and Smith Almshouses

I report to the charity trustees on my examination of the accounts of The Penn and Smith Almshouses for the year ended 31 March 2024.

#### 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').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 Trust 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.



Matthew Dobbins FCA  
Dunkley's  
Woodlands Grange  
Woodlands Lane  
Bradley Stoke  
Bristol  
BS32 4JY

Date: 24/09/2024 .

## The Penn and Smith Almshouses

### Statement of financial activities For the year ended 31 March 2024

	Notes	Unrestricted Funds £	Designated Funds £	Total 2024 £	Total 2023 £
<b>Income &amp; expenditure</b>					
<b>Income from:</b>					
Maintenance Charges Receivable		93,554	-	93,554	88,814
Investment Income		15,918	-	15,918	12,140
Interest Received		2,120	-	2,120	828
Other income	2	10,930	-	10,930	11,080
<b>Total</b>		<b>122,522</b>	<b>-</b>	<b>122,522</b>	<b>112,862</b>
<b>Expenditure on:</b>					
<b>Activities in furtherance of the charity's objectives</b>	12	<b>86,438</b>	<b>-</b>	<b>86,438</b>	<b>127,440</b>
<b>Total Expenditure</b>		<b>86,438</b>	<b>-</b>	<b>86,438</b>	<b>127,440</b>
Other recognised losses/(gains)		(24,696)	-	(24,696)	30,507
Transfers between funds		(30,000)	30,000	-	-
<b>Net (expenditure)/income and net movements in funds</b>		<b>30,780</b>	<b>30,000</b>	<b>60,780</b>	<b>(45,085)</b>
<b>Reconciliation of funds</b>	10				
<b>Fund balances brought forward at 31.03.2023</b>		<b>373,205</b>	<b>225,862</b>	<b>599,067</b>	<b>644,152</b>
<b>Fund balances carried forward at 31.03.2024</b>		<b>403,985</b>	<b>255,862</b>	<b>659,847</b>	<b>599,067</b>

The statement of changes in equity includes all gains and losses in the year. All incomes and expenditures derive from continuing activities.

The notes on pages 12 to 21 form part of these accounts.

**The Penn and Smith Almshouses**

**Statement of financial activities  
For the year ended 31 March 2024**

**Comparative Statement of Financial Activities  
For the Year Ending 31 March 2023**

	Notes	Unrestricted Funds £	Designated Funds £	Total 2023 £
<b>Income &amp; expenditure</b>				
<b>Income from:</b>				
Maintenance Charges Receivable		88,814	-	88,814
Investment Income		12,140	-	12,140
Interest Received		828	-	828
Other income	2	11,080	-	11,080
<b>Total</b>		<b>112,862</b>	<b>-</b>	<b>112,862</b>
<b>Expenditure on:</b>				
<b>Activities in furtherance of the charity's objectives</b>				
	12	106,313	21,127	127,440
<b>Total Expenditure</b>		<b>106,313</b>	<b>21,127</b>	<b>127,440</b>
Other recognised (gains)		30,507	-	30,507
Transfers between funds		(29,988)	29,988	-
<b>Net income and net movements in funds</b>		<b>(53,946)</b>	<b>8,861</b>	<b>(45,085)</b>
<b>Reconciliation of funds</b>	10			
<b>Fund balances brought forward at 31.03.2022</b>		<b>427,151</b>	<b>217,001</b>	<b>644,152</b>
<b>Fund balances carried forward at 31.03.2023</b>		<b>373,205</b>	<b>225,862</b>	<b>599,067</b>

The statement of changes in equity includes all gains and losses in the year. All incomes and expenditures derive from continuing activities.

The notes on pages 12 to 21 form part of these accounts.

## The Penn and Smith Almshouses

### Balance Sheet As at 31 March 2024

	Notes	2024	2023
		£	£
<b>Fixed Assets</b>			
Tangible assets	3	504,426	301,803
<b>Current assets</b>			
Debtors	5	691	1,766
Investments	4	423,288	572,354
Cash at bank and in hand		8,529	18,740
		432,508	592,860
<b>Current liabilities</b>			
Creditors	6	34,052	43,881
		34,052	43,881
<b>Net current assets</b>		398,456	548,979
Long term creditor	7	243,035	251,715
<b>Total assets less current liabilities</b>		659,847	599,067
<b>Capital and reserves</b>	10		
Unrestricted funds		403,985	373,205
Designated funds		255,862	225,862
		659,847	599,067

The Financial Statements were approved for issue by the Board of Trustees on 23/09/2024 and were signed on its behalf by:

  
Christopher Penn (Sep 20, 2024 18:45 GMT+2)

Mr C Penn (Chair -Trustee)

  
M Fairbanks Smith (Sep 23, 2024 16:46 GMT+1)

Mr M Fairbanks-Smith (Trustee)

The notes on pages 12 to 21 form part of these accounts.

The Penn and Smith Almshouses

**Statement of Cashflows**  
**For the year ended 31 March 2024**

	Note	2024 £	2023 £
<b>CASH FLOWS FROM OPERATING ACTIVITIES:</b>			
<i>Net cash provided by (used in) operating activities</i>	9	<u>17,173</u>	<u>(21,926)</u>
<b>Cash flows from investing activities:</b>			
Dividends and interest from investments		18,038	12,968
(Increase)/decrease in short term deposits and investments			
Purchase of property, plant and equipment		(217,800)	(4,614)
(Increase)/decrease in short term deposits and investments		<u>172,378</u>	<u>47,877</u>
<i>Net cash provided by (used in) investing activities:</i>		<u>(27,384)</u>	<u>56,231</u>
<i>Change in cash and cash equivalents in the reporting period</i>		(10,211)	(34,305)
Cash and cash equivalents at the beginning of the reporting period		<u>18,740</u>	<u>53,045</u>
<i>Cash and cash equivalents at the end of the reporting period</i>		<u>8,529</u>	<u>18,740</u>

The notes on pages 12 to 21 form part of these accounts.

**1(a) Principal Accounting policies**

**Basis of accounting**

The Financial Statements have been prepared in accordance with Financial Reporting Standard 102 – the financial reporting standard applicable in the UK and Republic of Ireland (FRS102) the Statement of Recommended Practice: Accounting by Registered Social Landlords Update 2018 (SORP) and the Accounting Direction for Private Registered Providers of Social Housing 2019.

The Financial Statements are prepared on the historical cost and accruals basis of accounting, as modified to include the fair value of financial instruments and on the basis of going concern.

The accounting policies set out below have, unless otherwise stated, been applied consistently to all periods presented in these Financial Statements.

**Going concern**

The Charity's business activities and factors likely to affect its plans for the future are set out within the Report of the Board of Trustees. The Charity has adequate unrestricted reserves and designated reserves with which to fund its financial obligations and day to day operations.

On this basis, the Board of Trustees has a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future, being a period of at least 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.

**Income**

Income represents maintenance charge income from licensees and service charges receivable which are recognised when the Charity is entitled to them together with the amortisation of capital grant. Maintenance charges and service charges are shown net of void losses which are only recognised where the properties are available for occupation.

**Fixed Assets**

Fixed assets are stated using the cost model at cost, less cumulative depreciation, less impairment. Fixed assets includes housing properties held for social benefit purposes and scheme equipment. Housing properties are properties available for rent and are stated at cost less cumulative depreciation.

There is no record of the original cost of the housing properties and consequently no value is attributed thereto. The Housing Properties cost relate to improvements, some of which were funded by a Housing Corporation Grant and a mortgage loan from the London Borough of Southwark which has now been fully repaid.

Scheme equipment is shown at cost less cumulative depreciation.

*Subsequent expenditure to housing properties*

Works which result in an enhancement of economic benefits to the property (i.e. an increase in rental income, reduction in future maintenance costs or significant extension of life to the property) for a period of ten years or more are deemed to be improvements and are capitalised and depreciated in accordance with their expected economic life. Improvements to properties that relate to pre-identified asset components are also capitalised and depreciated over the expected economic life of the component.

## The Penn and Smith Almshouses

### Notes to the financial statements (continued) For the year ended 31 March 2024

#### 1(a) Principal Accounting policies (continued)

All other expenditure on repairs incurred over the life of a property to maintain the fabric of the original asset is charged to the Statement of Financial Activities as incurred.

##### *Depreciation*

Freehold land is not depreciated.

In accordance with the Statement of Recommended Practice, the depreciation policy of the Charity is to write off the cost of improvements over a period of up to 50 years commencing the later of 1 April 2003 and practical completion.

Using component costing principles housing properties are divided into components which are depreciated at the following annual rates:

Component	Life (Years)	Depreciation
Building structure, roofing, drainage, roadways and footpaths	50	2.0%
Doors and windows	30	3.3%
Kitchens and Bathrooms	25	4.0%
Heating Boilers	15	6.6%

Scheme equipment is depreciated at varying annual rates as follows:

Component	Life (Years)	Depreciation
Security, heating and aerials	20	5.0%
Warden alarm	15	6.6%
Other shared areas	10	10.0%
Other scheme equipment	4	25.0%

##### **Social housing grant**

Social Housing Grant (SHG) is a capital grant made to the Charity towards the cost of acquiring, building or major alterations to housing properties. Social Housing Grant was received from the Housing Corporation.

Social Housing Grant is included in Creditors: amounts falling due within one year and amounts falling due after more than one year in the Statement of Financial Position. It is amortised annually to the Statement of Comprehensive Income over the expected useful lives of the assets to which it relates. The accumulated amortised grant represents a contingent liability that may materialise when the relevant property to which the amortised grant relates ceases to be used for social housing purposes, usually due to disposal of the housing asset.

Grants are usually repayable unless formally abated, waived or recycled. Therefore, they may be repayable in certain circumstances, primarily the sale of property.

##### **Revaluation of current asset investments**

Current assets investments are stated at market value. Any unrealised surplus or deficit arising on revaluation of the investments is recognised in the Statement of Comprehensive Income. The aggregate realised surplus or deficit arising on the sale of investments is reflected in the Statement of Comprehensive Income.

##### **Designated reserves**

The Charity sets aside a reserve for an established regular programme of cyclical repairs and maintenance, and an extraordinary repairs reserve for a programme of major repairs on housing properties. The cost of cyclical and extraordinary repairs is charged to the Statement of Comprehensive



**Notes to the financial statements (continued)**  
**For the year ended 31 March 2024**

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**1(a) Principal Accounting policies (continued)**

Income in the period in which they are incurred subject to transfers to or from the cyclical and extraordinary repairs reserves.

**Financial Instruments – basic financial instruments**

*Trade and other debtors / creditors*

Trade and other debtors / creditors are recognised initially at transaction price plus attributable transaction costs. Subsequent to initial recognition they are measured at amortised cost using the effective interest method, less any impairment losses in the case of trade debtors.

In line with FRS 102 section 34; the Charity as a public benefit entity, has accounted for as concessionary loans all debtors or creditors that would have been classified as financing transactions such as deferred payment arrangement and are therefore being carried in the Statement of Financial Position at amortised cost.

Concessionary loans are financing arrangements between a public benefit entity such as the Trust and another party at nil percent or at below market rate of interest that are not repayable on demand and are for the purposes of furthering the objectives of the public benefit entity.

*Short-term investments*

Investments made by the Charity are a combination of short term bank deposits and fund investments managed by specialist managers and provided for not for profit investors.

The short term bank deposits are classified as basic and recognised at amortised cost using an effective interest rate.

The fund investments are classified as complex instruments and recognised at market value. Market value is based on a publicly available price. Gains and losses on revaluation of fund investments are included in the Statement of Comprehensive Income.

*Other long-term creditors*

Other long-term creditors include the unamortised element of the social housing grant less an amount due for amortisation in the following year.

*Cash and cash equivalents*

Cash and cash equivalents comprise cash balances and short term investments, which can be liquidated at short notice with no loss of capital.

**1(b) Judgements and accounting estimates**

The preparation of the Financial Statements requires the Board of Trustees to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities at the reporting date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. The following judgements and estimates have had the most significant effect on amounts recognised in the Financial Statements:

*Classification of housing properties*

In determining the intended use of its housing properties, the Charity has considered if the asset is held for social benefit or to earn commercial rentals. The Charity has determined that its housing portfolio is held for social benefit purposes.

**The Penn and Smith Almshouses**

**Notes to the financial statements (continued)**  
**For the year ended 31 March 2024**

**2. Other Income**

	31.03.2024	31.03.2023
	£	£
Amortisation of capital grant	8,680	8,680
Other income	2,250	2,400
	<u>10,930</u>	<u>11,080</u>

**3. Tangible Fixed Assets**

	Freehold housing properties	Fixtures and fittings	Total 31.03.2024
	£	£	£
<b>Cost or revaluation</b>			
At 1 April 2023	544,184	12,946	557,130
Additions	217,800	-	-
	<u>761,984</u>	<u>12,946</u>	<u>774,930</u>
<b>Depreciation</b>			
At 1 April 2023	246,995	8,332	255,327
Charge in year	15,177	-	15,177
	<u>262,172</u>	<u>8,332</u>	<u>270,504</u>
Net cost/valuation at 31.03.2024	<u>499,812</u>	<u>4,614</u>	<u>504,426</u>
Net cost/valuation at 31.03.2023	<u>297,189</u>	<u>4,614</u>	<u>301,803</u>

The Charity was established in the late nineteenth century. There is no record of the original cost of the almshouses and no value is attributed thereto. The above details relate to improvements carried out since 1982, some of which were funded by what was then called the Housing Corporation and London Borough of Greenwich Grants of £433,992. The Charity holds the freehold to the land on which these properties and improvements are situated. The housing properties consist of 10 dwellings in the Ancient Parish of Greenwich.

## The Penn and Smith Almshouses

### Notes to the financial statements (continued) For the year ended 31 March 2024

#### 4. Investments

	Charity Investment Funds	Short term deposit fund	2024 Total	2023 Total
	£	£	£	£
Market value 31.03.2023	366,440	205,914	572,354	573,448
Purchases	-	(249,833)	(249,833)	-
Movements in year	11,951	2,120	14,071	29,413
	378,391	(41,799)	336,592	602,861
Sales	-	62,000	62,000	-
Net investments (losses)/gains	24,696	-	24,696	(30,507)
Market value 31.03.2024	403,087	20,201	423,288	572,354
Cost 31.03.2024	319,033	20,201	339,234	513,114

#### 5. Debtors

	31.03.2024	31.03.2023
	£	£
Maintenance and service charge in arrears	691	1,766
	691	1,766

#### 6. Creditors: amounts falling due within one year

	31.03.2024	31.03.2023
	£	£
Amounts falling due within one year:		
Creditors	25,372	35,201
Deferred social housing grant income	8,680	8,680
	34,052	43,881

The Charity's policy is to pay all invoices within 28 days or in accordance with agreed terms.

**The Penn and Smith Almshouses**

**Notes to the financial statements (continued)**  
**For the year ended 31 March 2024**

**7. Creditors: amounts falling due after more than one year**

	31.03.2024	31.03.2023
Deferred social housing grant income	243,035	251,715

**8. Deferred grant income**

	31.03.2024	31.03.2023
	£	£
<b>Grant received:</b>		
At 1 April and 31 March	433,992	433,992
<b>Amortisation of grant</b>		
At 1 April	(173,597)	(164,917)
Charge for the year	(8,680)	(8,680)
At 31 March	(182,277)	(173,597)
<b>Net value of grant</b>		
At 1 April	260,395	269,075
At 31 March	251,715	260,395
<b>Analysis of unamortised grant</b>		
Amounts due within one year	8,680	8,680
Amounts due after more than one year	243,035	251,715
	251,715	260,395

**9. Reconciliation of net (expenditure)/income to net cash flow from operating activities**

	2024	2023
	£	£
<b>Net income for the reporting period per the statement of financial activities</b>	60,780	(45,085)
<b>Adjustments for:</b>		
Depreciation charges	16,561	11,660
Amortisation of capital grant	(8,680)	(8,680)
Losses/(gains) on investments	(24,696)	30,507
Dividends and interest from investments	(18,038)	(12,968)
Decrease/(increase) in debtors	1,075	14,998
(Decrease)/increase in creditors	(9,829)	(12,358)
<b>Net cash provided by/ (used in) operating activities</b>	17,173	(21,926)

Notes to the financial statements (continued)  
For the year ended 31 March 2024

10. Funds

	2023	Property expenditure	Admin expenditure	Sale/ Revaluation of investments	Income	Transfers	2024
	£	£	£	£	£	£	£
Unrestricted funds - accumulated	373,205	(49,241)	(37,197)	24,696	122,522	(30,000)	403,985
Designated funds							
- Charity fund property reserve	7,468	-	-	-	-	-	7,468
- Cyclical repairs reserve	20,644	-	-	-	-	-	20,644
- Extraordinary repairs reserve	198,102	-	-	-	-	30,000	228,102
- Renewals reserve	(352)	-	-	-	-	-	(352)
	599,067	(49,241)	(37,197)	24,696	122,522	-	659,847

**Unrestricted funds – accumulated**

The income funds to be used in respect of repairs and insurance and all other charges and outgoings payable in respect of the property of the charity. All charges incidental to the administration and management to be met by the income account.

**Designated funds**

- **Charity fund property reserve**  
The Charity holds a reserve for property improvements.
- **Cyclical repairs reserve**  
The Charity sets aside a reserve for an established regular programme of cyclical repairs and maintenance.
- **Extraordinary repairs fund**  
The fund to be used for a programme of major repairs on housing properties.
- **Renewals reserve**  
The Charity holds a reserve for the replacement of fixtures and fittings.

The Penn and Smith Almshouses

Notes to the financial statements (continued)  
For the year ended 31 March 2024

**11. Analysis of fund assets and liabilities**

	Unrestricted funds	Designated funds	31.03.2024 Total
	£	£	£
Tangible fixed assets	496,958	7,468	504,426
Current asset investments	174,894	248,394	423,288
Current assets	9,220	-	9,220
Current liabilities	(34,052)	-	(34,052)
Long term liabilities	(243,035)		(243,035)
	<u>403,985</u>	<u>255,862</u>	<u>659,847</u>

	Unrestricted funds	Designated funds	31.03.2023 Total
	£	£	£
Tangible fixed assets	294,335	7,468	301,803
Current asset investments	353,960	218,394	572,354
Current assets	20,506	-	20,506
Current liabilities	(43,881)	-	(43,881)
Long term liabilities	(251,715)		(251,715)
	<u>373,205</u>	<u>225,862</u>	<u>599,067</u>

The Penn and Smith Almshouses

Notes to the financial statements (continued)

For the year ended 31 March 2024

12. Charitable Activities – almshouse accommodation

	Unrestricted fund Accumulated	Designated funds Extraordinary repairs	31.03.2024 Total costs
	£	£	£
Service charge costs	9,041	-	9,041
Routine maintenance	23,639	-	23,639
Depreciation	16,561	-	16,561
	<u>49,241</u>	<u>-</u>	<u>49,241</u>
	Unrestricted fund Accumulated	Designated funds Extraordinary repairs	31.03.2023 Total costs
	£	£	£
Service charge costs	11,020	-	11,020
Routine maintenance	34,811	21,127	55,938
Depreciation	11,660	-	11,660
	<u>57,491</u>	<u>21,127</u>	<u>78,618</u>

Charitable Activities – Support and Governance Costs

	Unrestricted funds Accumulated	Designated funds Extraordinary repairs	31.03.2024 Total costs
	£	£	£
Almshouse management	37,197	-	37,197
Other costs	-	-	-
	<u>37,197</u>	<u>-</u>	<u>37,197</u>
	Unrestricted funds Accumulated	Designated funds Extraordinary repairs	31.03.2023 Total costs
	£	£	£
Almshouse management	48,822	-	48,822
Other costs	-	-	-
	<u>48,822</u>	<u>-</u>	<u>48,822</u>

**The Penn and Smith Almshouses**

**Notes to the financial statements (continued)**  
**For the year ended 31 March 2024**

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**13. Payments to trustees**

No trustees received any remuneration from the charity during the year (2023: Nil). Travel expenses amounting to £nil (2023: £nil) were reimbursed to no (2023: 0) trustees.

The Charity considers its key management personnel comprise the Trustees. The total employment benefits, including employer pension costs of key management personnel were £nil (2023: £nil).

There were no employees in this charity in 2024 (2023: Nil).

**14. Related party transactions**

There were no related party transactions during the financial year ended 31 March 2024 nor in the prior year.

**15. Contingent liabilities arising from amortisation of Government grants**

The Charity has received financial assistance from Homes England (formerly the Housing Corporation) and these government grants are accounted for as deferred income as long term liabilities in the Balance Sheet and are amortised annually to the Statement of Financial Activities based on the life of the asset to which it relates. The amount amortised represents a contingent liability to the Charity and will be recognised as a liability when the properties funded by the relevant Government grant are disposed of or when the property ceases to be used for almshouse accommodation purposes.

Note 8 above sets out the amount of grant received and the amount that has been amortised.

The Trustees are not aware of any other contingent liabilities.

**16. Share capital**

The Charity is an unincorporated charity registered with the Charity Commission.



The Penn and Smith Almshouses

Notes to the financial statements (continued)  
For the year ended 31 March 2024

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Detailed Income and Expenditure Account

	Almshouse Accommodation	Total
<b>Income &amp; expenditure</b>		
<b>Income from:</b>		
Rent receivable	85,588	85,588
Service Charge income	7,966	7,966
Investment Income	15,918	15,918
Interest Received	2,120	2,120
Amortisation of capital grant	8,680	8,680
Other income	2,250	2,250
<b>Total</b>	<b>122,522</b>	<b>122,522</b>
<b>Expenditure on:</b>		
<b>Activities in furtherance of the charity's objectives</b>		
<b>Letting activities</b>		
Council Tax and Water rates	1,272	1,272
Light and Heat	3,661	3,661
Repairs and maintenance	12,952	12,952
Cleaning and gardening	4,108	4,108
Insurance	2,523	2,523
Depreciation	16,561	16,561
Almshouse management	41,662	41,662
Sundry expenses	2,950	2,950
Subscriptions	749	749
	<b>86,438</b>	<b>86,438</b>
<b>Other recognised gains</b>	<b>24,696</b>	<b>24,696</b>
<b>Net income</b>	<b>60,780</b>	<b>60,780</b>

*This page does not form part of the financial statements*

