



# Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	01	01	2023		31	12	2023

## Section A Reference and administration details

Charity name

THE CAPEL ALMSHOUSES

Other names charity is known by

Registered charity number (if any) 240581

Charity's principal address

101 The Street,

Capel

Surrey

Postcode

RH5 5JX

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Benjamin Ashwood	Chair		
2	Selwyn Collins	Treasurer		
3	Wesley Attridge			
4	Tamara Pearce			
5				
6				
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15				
16				
17				
18				
19				
20				

### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

### Name of chief executive or names of senior staff members (Optional information)

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## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	TRUST DEED
How the charity is constituted (eg. trust, association, company)	TRUST
Trustee selection methods (eg. appointed by, elected by)	APPOINTED BY TRUSTEES

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

To provide affordable housing to those in need who have a connection with the village of Capel.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

The trustees have complied with their duty to have due regard to the Charity Commission's Public Benefit guidance: public benefit requirement (PB1), running a charity (PB2) and reporting (PB3). Our goal is to have a society in which everyone has the basics they need for a good life, to enable them to be safe and secure in an affordable home at a fair rent.. Our mission is to provide timely, life-enhancing support to people most in need.

There are no restrictions on who may benefit from a Capel Almshouse property as long as they meet the following criteria:  
Being in need of accommodation and having a link with Capel Village.

No individual or organisation receives any private benefits from our charity.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Summary of the main achievements of the charity during the year**

In this financial year we have been able to continue with our 5 year plan to renovate all 6 of our properties.

With the help of of an interest free loan from the Almshouse Association we have completed the full renovation of 2 further properties and aim in 2004 to complete another.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

We have invested an Extraordinary Repair Fund (ERF) that also provides income to the trust.

We also hold a ringfenced deposit account for ongoing running maintenance.

### Details of any funds materially in deficit

NONE

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

## Section F

## Other optional information


## Section G

## Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

SELWYN GARY COLLINS

BENJAMIN JOHN ASHWOOD

Position (eg Secretary, Chair, etc)	TREASURER	CHAIR
	Date 14 <sup>TH</sup> AUGUST 2024	

	DEBIT									CREDIT				CREDIT						
	BANK FEE	MAINT	Building Projects	137 REFURB	WATER	AA MEMBERSHIP	INSURANCE	OTHERS	TV LICENCE	WMC	DONATIONS	BANK INTEREST	Gold Bank Transfer				Caf Gold Interest	CCLA	CCLA	CCLA
JAN	£ 5.00							£ 46.98	Flowers	£ 1,550.00					£ 1,826.92			775077001D	776293001S	776293002S
										£ 276.92								£ 19.60		
FEB	£ 5.00					£ 196.00				£ 1,550.00					£ 1,826.92				£ 137.34	£ 61.67
										£ 276.92										
MARCH	£ 5.00									£ 1,550.00		£ 26.39			£ 1,853.31		£ 43.21			
										£ 276.92										
APRIL	£ 5.00				£ 174.12					£ 1,550.00					£ 1,826.92			£ 27.08		
										£ 276.92										
MAY	£ 5.00				£ 173.70					£ 1,550.00					£ 1,826.92				£ 134.35	£ 60.33
										£ 276.92										
JUNE	£ 5.00	£ 130.00			£ 173.70		£ 1,178.20	£ 50.00	Cleaning	£ 1,550.00		£ 30.66			£ 1,857.58		£ 41.87			
								£ 50.00	Cleaning	£ 276.92										
													£ 14,253.60	Transfer from Gold						
JULY	£ 5.00				£ 173.70					£ 1,250.00					£ 1,526.92			£ 30.80		
										£ 276.92										
AUG	£ 5.00	£ 201.50		£ 1,300.80	£ 173.70					£ 1,250.00	£ 6,982.00	Military Show			£ 8,633.92				£ 134.35	£ 60.33
		£ 76.79		£ 64.44						£ 276.92	£ 125.00	Capel Men's Club								
		£ 70.00																		
		£ 110.00																		
SEPT	£ 5.00	£ 96.00		£ 2,327.02	£ 173.70					£ 1,250.00		£ 38.67			£ 1,565.59		£ 0.75	£ 37.27		
				£ 3,600.00																
			£ 11,931.04	£ 5,520.00						£ 276.92										
OCT	£ 5.00	£ 112.50		£ 2,233.07	£ 173.70			£ 26.79	£ 7.50	£ 1,550.00					£ 2,103.84					
		£ 3,430.00		£ 1,998.00						£ 553.84										
NOV	£ 5.00	£ 120.00	£ 4,333.79	£ 10,125.00	£ 173.70			£ 20.00	Tree	£ 1,275.00	£ 25,000.00				£ 26,573.35					
		£ 280.00	£ 1,875.00	£ 24.00						£ 298.35										
				£ 2,298.94																
				£ 2,970.00																
DEC	£ 5.00		£ 9,794.65	£ 302.88				£ 33.00	Christmas	£ 925.00		£ 28.76			£ 1,253.76		£ 2.22		£ 137.25	£ 61.63
				£ 990.00						£ 300.00										
	£ 60.00	£ 4,626.79	£ 27,934.48	£ 33,754.15	£ 1,390.02	£ 196.00	£ 1,178.20	£ 226.77	£ 7.50	£ 20,444.47	£ 32,107.00	£ 124.48	£ 14,253.60		£ 52,675.95		£ 85.83	£ 114.75	£ 406.04	£ 182.33
	BANK FEE	BUILDING MAINTENANCE	BUILDING PROJECTS	137 REFURB	WATER	AA MEMBERSHIP	INSURANCE	OTHER	TV LICENSE	WMC	DONATIONS	BANK INTEREST	Gold Bank Transfer							
	TOTAL EXPENDITURE		£ 69,373.91							TOTAL INCOME CAF CASH			£ 52,675.95							
	NET INCOME CAF CASH		£ (16,697.96)																	
	OTHER INTEREST																			
	CAF GOLD		£ 85.83																	
	CCLA 1D		£ 114.75																	
	CCLA 1S		£ 543.29																	
	CCLA 2S		£ 243.96																	
			£ 987.83										£ 987.83							

# THE CAPEL ALMSHOUSES

## END OF YEAR ACCOUNTS TO

### DECEMBER 31st 2023

### INCOME & EXPENDITURE

	2023	2023	2022	2022
INCOME	£	£	£	£
ALMSHOUSE ASSOC. GRANT	£ 25,000.00			
FROM RESIDENTS	£ 20,444.47		£ 20,349.96	
DONATIONS	£ 7,107.00		£ 2,750.00	
BANK INTEREST	£ 210.31		£ 95.54	
CAFF INVESTMENT RETURNS	£ 902.00		£ 802.90	
MVDC			£ 578.79	
		£ 53,663.78		£ 24,577.19
EXPENDITURE				
GARDENING			£ -	
STONE WORKS	£ 11,931.04		£ -	
WINDOWS	£ 14,128.44			
BUILDING MAINTENANCE	£ 4,626.79		£ 3,233.77	
133 RESTORATION			£ 22,095.34	
137 RESTORATION	£ 33,754.15			
LOFT INSULATION	£ 1,875.00			
MVDC			£ 965.00	
TV LICENCE	£ 7.50		£ 7.50	
OTHER	£ 226.77			
WATER CHARGES	£ 1,390.02		£ 1,249.38	
INSURANCE	£ 1,178.20		£ 1,061.50	
ALMSHOUSE ASSOCIATION	£ 196.00		£ 187.00	
BANK FEES	£ 60.00		£ 83.00	
		£ 69,373.91		£ 28,882.49
SURPLUS FOR YEAR		<u>£ (15,710.13)</u>		<u>£ (4,305.30)</u>



# THE CAPEL ALMSHOUSES

## END OF YEAR ACCOUNTS TO

### DECEMBER 31st 2023

### BALANCE SHEET

	2023	2023	2022	2022
	£	£	£	£
<b>BALANCE AT BANKS</b>				
CAF GOLD A/C	£ 546.70		£ 12,915.65	
CAF CASH A/C	£ 48,182.47		£ 55,786.50	
		£ 48,729.17		£ 68,702.15
<b>CCLA INVESTMENT BALANCES</b>				
775077001D - ERF SCHEME	£ 3,000.00		£ 3,000.00	
CAPITAL 776293001S	£ 19,875.26		£ 20,589.90	
CAPITAL 776293002S	£ 8,925.02		£ 9,245.93	
		£ 31,800.28		£ 32,835.83
<b>TOTALS</b>		<u>80,529.45</u>		<u>101,537.98</u>

## **Independent examiner's report to the trustees of The Capel Almshouses**

I report to the trustees on my examination of the accounts of The Capel Almshouses for the year ended 31<sup>st</sup> December 2023.

### **Responsibilities and basis of report**

As the charity trustees of The Capel Almshouses 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 Capel Almshouses accounts carried out under section 145 of the 2011 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 accordance with section 130 of the Charities Act; or
2. the accounts do not accord with those records.

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.



Signed:

Name: Lisa Carter

Relevant professional qualification or membership of professional bodies: FFA FIPA, FCCA

Address: Peter Lawson & Co Limited, 225 London Road, Burgess Hill, RH15 9QU

Date: 13/08/2024