

St Stephens Cottages Rumburgh Trust
16 Broad Street
Bungay
Suffolk
NR35 1EN

Larking Gowen LLP
Chartered Accountants
Faiers House
Gilray Road
Diss
IP22 4WR

Dear Larking Gowen

St Stephens Cottages Rumburgh Trust – Year ended 5 April 2023

We confirm to the best of our knowledge and belief, and having made appropriate enquiries of other trustees and officials of the charity, the following representations given to you in connection with your examination of the charity's annual accounts for the above period.

1. Preparation of the Financial Statements

We acknowledge as trustees our responsibility for preparing the account and statement in accordance with the Charities Act 2011 and regulations thereunder. We confirm that the charity is within the criteria set out in Charities Act 2011 section 145, for its accounts to be examined by an independent examiner, and has made the election under that section for its accounts to be so examined.

As allowed by Charities Act 2011 section 133, we have elected to prepare a receipts and payments account and a statement of assets and liabilities as the charity's annual statement of accounts

All the accounting records have been made available to you for the purpose of your examination. All cash transactions undertaken by the charity and all its monetary assets have been properly reflected and recorded in the accounts.

Accounting policies have been applied consistently with the previous year

2. Law and Regulations

We confirm that we are responsible for ensuring that the charity complies with the laws and regulations applicable to its activities and in particular its status as a registered charity, and for establishing arrangements designed to prevent any non-compliance with laws and regulations and to detect any that occur.

We are not aware of any irregularities, including fraud, involving management or employees of the charity; nor are we aware of any breaches or possible breaches of statute, regulations, contracts, [or] agreements which might prejudice the charity's going concern status or that might result in the charity suffering significant penalties or other loss. No allegations of such irregularities, including fraud, or such breaches have come to our notice.

We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

We confirm there is nothing to report to you in respect of matters of material significance reported to the Charity Commission nor any on-going enquiry raised by the Charity Commission.

In approving the financial statements, the trustees are confirming that, to the best of their knowledge and belief, those statements give a true and fair view and have been properly prepared in accordance with the Charities Act 1993.

Yours faithfully

Signed on behalf of the Trustees

Signature :



Title : Trustee

Date : 20/05/2024

Signature :



Title : Trustee

Date : 20/05/2024

Charity No. 268999

**ST. STEPHENS COTTAGES RUMBURGH TRUST
RECEIPTS AND PAYMENTS ACCOUNTS
AND STATEMENT OF ASSETS AND LIABILITIES
FOR THE YEAR TO 5 APRIL 2023**

ST. STEPHENS COTTAGES RUMBURGH TRUST
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR TO 5 APRIL 2023

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Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 06	Month April	Year 2022		Day 05	Month April	Year 2023

Section A

Reference and administration details

Charity name	St Stephens Cottages Rumburgh Trust		
Other names charity is known by			
Registered charity number (if any)	268999		
Charity's principal address	16 Broad Street		
	Bungay		
	Suffolk		
	Postcode	NR35 1EN	

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	David J Sprake			
2	John E Flatt			
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
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)	Will of Blanch Mildred Percival Gosden
How the charity is constituted (eg. trust, association, company)	By clause 8 of the above will
Trustee selection methods (eg. appointed by, elected by)	By existing trustees in accordance with clause 9 of the above will

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

After providing for the maintenance of St Stephens Cottages, any surplus should be used towards repairing, furnishing and equipping the churches of Rumburgh Abbey and St Michael, South Elmham.

The trustees maintain and upgrade the cottages on the recommendations of the managing agents. Surplus income is used to assist in the maintenance of the Abbey and St Michaels and repair or upgrading the buildings.

The Trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

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)

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

Grants to Rumburgh for grass cutting and general maintenance within the churchyard.

Cottages:

Re-roof Nos 2, 3 & 4, re-roof garage at No 2, two new window units at No 4, replace fencing at nos 3 & 5.

General repairs and maintenance to all cottages.

Section E

Financial review

Brief statement of the charity's policy on reserves

The Trustees are mindful of their obligations to maintain St Stephens Cottages which are the main generators of income for the Trust and which are given priority in consequences. The cottages are inspected on an annual basis following which a report is made to the Trustees with recommendations as to what repairs or improvements are required in the short term, the medium term and the longer term. This enables the Trustees to build up reserves in advance to cover any more major expenditure required on the properties.

Details of any funds materially in deficit

N/A

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)	David John Sprake	John Ernest Flatt
Position (eg Secretary, Chair, etc)	Trustee	Trustee
Date	20/05/2024	

**ST. STEPHENS COTTAGES RUMBURGH TRUST
LEGAL AND ADMINISTRATIVE INFORMATION**

Trustees:

D J Sprake
J Flatt

Bankers:

Barclays Bank PLC
12 Broad Street
Bungay
Suffolk
NR35 1EW

COIF Charity Funds
80 Cheapside
London
EC2V 6DZ

Solicitors:

Sprake and Kingsley Solicitors
16 Broad Street
Bungay
Suffolk
NR35 1EN

Independent examiner:

G Kerkham
Larking Gowen LLP
Faiers House
Gilray Road
Diss
Norfolk
IP22 4WR

Independent Examiner's Report to the trustees of the St Stephens Cottages Rumburgh Trust

I report to the trustees on my examination of the accounts of the Trust for the year ended 5 April 2023.

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 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 respect of the Trust as required by section 130 of the 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.

**G Kerkham FCA DChA
Larking Gowen LLP
Chartered Accountants
Diss**

Date:

ST. STEPHENS COTTAGES RUMBURGH TRUST

STATEMENT OF ASSETS AND LIABILITIES

AS AT 5 APRIL 2023

	Notes	2023		2022	
		£	£	£	£
Fixed assets					
Fixed assets	2		103,000		103,000
Investments	3		69,885		76,125
			<u>172,885</u>		<u>179,125</u>
Current assets					
Cash at bank		25,482		79,491	
Rent held by agent		530		-	
		<u>26,012</u>		<u>79,491</u>	
Current liabilities					
Creditors		-		-	
Net current assets			26,012		79,491
Net assets			<u>198,897</u>		<u>258,616</u>

Funds of the Charity

Permanent Endowment fund	142,845	144,140
Unrestricted funds	56,052	114,476
	<u>198,897</u>	<u>258,616</u>

Signed D J Sprake
J Flatt

Date

On behalf of the board of trustees

ST. STEPHENS COTTAGES RUMBURGH TRUST

RECEIPTS AND PAYMENTS ACCOUNTS

FOR THE YEAR TO 5 APRIL 2023

	2023 £	2022 £
Receipts		
Incoming resources from charitable activities		
Rents - St Stephens Cottages	42,709	42,490
Investment income		
Dividends from UK Companies & Treasury Stock	1,848	1,997
COIF deposit - 870560001C	369	36
COIF deposit - 870560002C	192	9
Barratt & Cooke interest	-	-
Total Receipts	45,118	44,532
Payments		
Charitable activities		
Agents commission	5,775	5,099
Repairs and maintenance	83,519	3,776
Insurance	849	786
Council tax and utilities	1,244	-
	91,387	9,661
Management and administration of the Charity		
Independent examiners fee	738	696
Administration fees 4	5,827	4,162
	6,565	4,858
Other expenses		
Payments to:		
Rumburgh Church PCC	1,175	1,289
St Michael's Church	-	612
	1,175	1,901
Total payments	99,127	16,419
Net cash movement for the year	(54,009)	28,113
Bank balances at 6 April 2022	79,491	51,378
Bank balances at 5 April 2023	25,482	79,491

ST. STEPHENS COTTAGES RUMBURGH TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR TO 5 APRIL 2023

1. Taxation

The charity is eligible to claim reliefs from Income Tax under Sections 521 to 536 ITA 2007. Consequently there is no taxation charge for the year (2022 Nil.)

2. Fixed Assets

Land and buildings at cost:	£
At 5 April 2023 and 6 April 2022	<u>103,000</u>

The properties were professionally valued in August 2015 and had a market value of £840,000.

3. Fixed Assets Investments

Listed investments:	£
Carrying value at 6 April 2022 (at market value)	76,125
Add: Net gain/loss on revaluation	(6,240)
Carrying value at 5 April 2023 (at market value)	<u>69,885</u>

4. Related party transactions

Administration charges and legal fees totalling £5,827 (2022 - £4,162) were paid to Sprake and Kingsley Solicitors, of which D J Sprake, a trustee of the Rumburgh Trust, is a partner.