

Company registration number: 01375789  
Charitable company registration number: 276926

# West Somerset Home (Blenheim Lodge) Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2023

# **West Somerset Home (Blenheim Lodge) Limited**

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# West Somerset Home (Blenheim Lodge) Limited

## Reference and Administrative Details

<b>Governors</b>	M Currie L M Francis S M Laver D Ricketts- TANN (appointed 4 October 2023) M Stabb L M Vaughan
<b>Secretary</b>	J Bridal
<b>Senior Management Team</b>	M Moore, Manager
<b>Principal Office</b>	Blenheim Lodge North Road Minehead Somerset TA24 5QW
<b>Registered Office</b>	4 Irnham Road Minehead Somerset TA24 5DG  The charitable company is incorporated in England.
<b>Company Registration Number</b>	01375789
<b>Charitable company Registration Number</b>	276926
<b>Solicitors</b>	Thorne Segar 3 Bancks Street Minehead Somerset TA24 5DE
<b>Bankers</b>	National Westminster Bank Plc Minehead Branch 9 The Parade Minehead Somerset TA24 5NL
<b>Auditor</b>	A C Mole Chartered Accountants Stafford House Blackbrook Park Avenue Taunton Somerset TA1 2PX

# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

The Governors, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 30 June 2023.

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as Governors.

### **Objectives and activities**

#### ***Objects and aims***

The main object of the charity is the establishment, operation, maintenance and support of a care home for older people. The charity may also support any similar objects and aims of a charitable nature. Blenheim Lodge was acquired as a care home for the elderly in Minehead in 1978. The Home has always aimed to provide the West Somerset area with care and accommodation of the highest standard at an affordable level.

The charity aims to deliver care to our residents aligned with our core value "that every resident has the right to a high quality service, promoting independence and individuality in an environment of respect, non-discrimination, confidentiality, equality, diversity and safety".

As a "registered care home" we are registered with the Care Quality Commission and governed by the Health and Social Care Act 2008 and its associated Regulations.

The conditions of our registration are that we provide care and accommodation for up to 30 people.

We are registered to provide personal (residential) care and are not allowed to deliver nursing care (this means care that can only be delivered under the supervision of a trained nurse.)

#### ***Objectives, strategies and activities***

The objectives of the charity at Blenheim Lodge are to:

- provide a dedicated staff team to include a Manager and Senior Care Team who are well trained, supervised and motivated to deliver person centred care to our residents
- provide accommodation that is safe, secure and properly maintained
- encourage residents and their representatives to participate in planning their care delivery in order to encourage as full a life as possible
- ensure privacy, dignity, choice, independence, diversity and human rights are central to Blenheim Lodge core values
- use our quality assurance programme to encourage feedback on all aspects of our services
- alleviate the growing problem of loneliness and disconnection experienced by the elderly through communal living and a variety of activities organised by our staff and volunteers
- provide respite care for elderly people who live at home with their relatives or who are recuperating from a stay in hospital before returning to their own home

We measure our success in achieving our aims and objectives by various means including resident and relative questionnaires, encouraging resident and relative feedback and online reviews.

Our primary activity is to ensure the health and welfare of our residents through excellent care, promotion of mobility and independence, comfortable living and respect and dignity at a fair and reasonable cost.



# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### ***Philosophy of care***

Blenheim Lodge Care Home aims to provide people living in the home with a secure, relaxed, non-institutionalised and homely environment in which their well-being and comfort are of prime importance.

Staff will strive to preserve and maintain the dignity, individuality and privacy of people living in the home within a warm and caring atmosphere. They will be sensitive and responsive to people's changing needs for medical/therapeutic, cultural, psychological, spiritual and emotional support.

In line with accepted best practice people living in the home are encouraged and supported to participate in the development of individual care plans. The support of family and friends may be appropriate and is greatly valued. Blenheim Lodge will actively promote and maintain people's ability and potential for self-care and individual independent living.

We recognise that our staff are the essential resource that enables us to accomplish our aims. Through training, supervision and example we develop a culture amongst the whole workforce that reflects our commitment to continuing care. We demand and expect staff to take pride in the quality of care provided.

Staff are appropriately trained and qualified to deliver good standards of care based on current best practice and regulatory requirements. Training updates and regular supervisions and appraisals ensure new and existing staff maintain standards and develop new skills and knowledge.

Blenheim Lodge takes responsibility for the promotion of a care environment where staff are motivated to treat everyone within the home whether person living there, team member, visitor or professional colleague with kindness and respect.

People's care will be based on the best evidence available to meet each person's needs. Care will be evidence based, encompassing knowledge and skills obtained from a range of different resources. These may include journals, training days and bulletins from health and social care organisations.

Blenheim Lodge staff work effectively with professional health and social care partners to deliver comprehensive care and support to people. Staff recognise the importance of accepting the limitations of their roles and knowledge and the vital role of their professional partners in delivering an effective package of care to people.

Our clients, their families and friends need opportunities for emotional and spiritual expression. To help fulfil this we encourage, but do not enforce social engagement and interaction. Since the onset of the Coronavirus pandemic opportunities and practices have had to be thoughtfully modified. We have had to find ways to minimise loneliness, alienation and disconnection of people within the home. Interaction with staff has become even more important as external contacts have been reduced.

Our care process emphasises the importance of staff communication and empathy with people on admission to the home. Staff introduce themselves to new people and take time to assess their needs. They will be able to discuss how they wish their stay at Blenheim Lodge to progress. When possible and clinically safe, they will be invited to join the numerous activities available. They will also be encouraged to contribute new ideas and suggestions.

Blenheim Lodge recognises the importance of working closely with residents' families to develop a mutually supportive network to benefit our residents' lives.

# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### ***Achievements and Performance***

Throughout the financial year concluding June 2023 the Coronavirus had a significantly reduced impact upon the operation of the home. The priority of managers and staff remained to keep people safe whilst operating the home in a way that maintained financial viability.

People living in the home and staff were offered additional vaccinations by the community health teams, and legislation was in place to ensure all staff members had access to vaccination.

Staff were trained, updated and supervised in the practice of all measures put in place to maintain people's safety. Restrictions were adapted to allow controlled entry to the home and more relaxed mixing of people within the home.

Thorough LFT and PCR testing programmes continued as required. The manager responded promptly to changes and recommendations in Government guidance. Isolated cases of the virus amongst staff were managed and contained. The performance of the home continues to remain a source of pride.

The vacancy levels in the home improved throughout this period. Blenheim Lodge has historically needed 25 people living in the home to break even. The number of people living in the home varied between 21 and 28 across the twelve-month period. The maintenance of the occupancy of the home remained an important priority for the manager. Various possible additional streams of income were considered, in particular the possibility of working in closer partnership with NHS acute services and Social Services. The level of Social Service funding limits the number of people we can accommodate who are state funded.

Staffing levels in the home were maintained as a result of energetic and active recruitment. As staff left new staff were recruited. This resulted in some younger staff being employed and also the appointment of experienced senior staff. An electronic system to manage staff recruitment and training was maintained.

The maintenance and improvements to the fabric of the home have continued. Bedrooms and corridors have continued to be updated, refurbished and painted, as has the upstairs sun lounge. Outside the home, work has continued on the garden.

There were no Care Quality Commission inspections during this period. A system of recording key events in the home was implemented by the regulator and the home continues to be rated Good on the CQC website.

Blenheim Lodge has always been a good home but the standards and approach to care are always changing. The culture and approach to people living in the home was reviewed and a move towards a customer care approach was made. People were offered more choice at coffee, tea and lunch time. Changes were made to the presentation of the dining room. The customer care philosophy was introduced at induction of new staff and at staff handovers.

The flexible activities programme has continued. This is advertised through re-organised boards and regular bulletins. The monthly newsletter continues to be important to residents and is much improved. The activity co-ordinator has further grown in confidence and the changing programme continues to develop.

Staff were encouraged to work with the co-ordinator and see the importance of social activities and events to people's well-being. A monthly key workers' review of activities has continued and this is analysed to gain an insight into the activities most enjoyed and into the interests people have. This assists forward planning.

Staffing in the home has remained stable. Chefs and new kitchen staff have been appointed. Recruiting new staff was time consuming and included the appointment of key staff such as team leaders. The induction of staff continued as planned with a two-day programme.

The home remains a competitive employer. Pay and rewards are continually reviewed and the cost to the home is balanced against increased room fees.



## **West Somerset Home (Blenheim Lodge) Limited**

### **Governors' Report**

Training for care staff is a major issue for all care providers. Annual updates for some key subjects mean that the job is never done. A responsive, adaptive annual training programme remains in place and is regularly reviewed. Appraisals completed for existing care and catering staff enabled some issues that staff identified as important to be addressed.

The problems of ensuring staff attend training remains central. There will always be variations in the commitment of staff to complete online training and attend taught sessions. Training needed in the future included incident and accident training, infection prevention and control training and further dementia training. Staff began individual qualifications and the general training level of staff in the home continued to improve.

The use of Care Docs, an electronic care planning system grew and has continued to be more fully used. The structured induction for new staff has continued with small bite-size tutorials being used to enable staff to become familiar with the systems.

People living in the home were regularly asked about the quality of care they received. Staff were interviewed and documentation was reviewed as part of the home's quality assurance measures. Checklists were produced for future reference. The Manager received regular up-dates and any information that was available relating to the future regulation patterns of CQC.

Throughout the year feedback from people living in the home was sought and where appropriate acted upon. A review of comments made to governors during their monitoring visits showed that people were very satisfied with the care and support they received.

#### *Performance of investments*

Our listed investments are managed by Albert Goodman Chartered Financial Planners and are held in two parts, CCLA investments and the Transact portfolio.

The Transact portfolio realised modest gains of £256 in the year. The value of the investments in the Transact portfolio at the end of the year was £11,141 including unrealised gains of £2,187.

The CCLA investments, which performed well last year, returned net unrealised losses of £3,276 during the year. The value of the CCLA investments at the end of the year was £333,246 including unrealised gains of £170,612.

Other investment in the Scottish Widows interest-bearing account remained at £277 and the Virgin Money account has now been closed.

Overall, the value of all our investments increased from £344,068 to £344,664 over the course of the year, having provided no funding this year for operational cash flows.

Costs associated with the management of the CCLA and Transact portfolio investments amounted to £194 for the year.

#### *Public benefit*

Benefit to the local community is deemed to be provision of a high calibre residential home where every staff member can be motivated to provide the best possible care, and operating surpluses are put into the provision of that care.

In addition we provide permanent, secure employment for around 45 people. Blenheim Lodge is a conscientious employer that seeks to contribute to the well-being of staff through fair remuneration and good working conditions.

The Governors confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### **Financial review**

Total income generated during the year was £1,069,871 compared with £899,462 in the previous year. This year occupancy levels approached target during the year.

Expenditure increased by £52,977 from £1,059,549 to £1,112,526 with staff salaries and associated costs (including care agency staff costs) increasing by £34,377 from £817,061 to £851,438.

After taking into account realised and unrealised losses of £3,020 relating to investments, the net movement in funds for the year was a decrease of £45,675, with £43,448 relating to unrestricted funds and £2,227 relating to restricted funds.

Total funds at the end of the year were £585,322 with £579,662 relating to unrestricted funds and £5,660 relating to restricted funds. Unrestricted funds available for the use of the charity at the end of the year (free reserves) amounted to £271,210. The value of free reserves excludes unrestricted funds that are represented by fixed assets in the form of freehold property, furniture, equipment and soft furnishings, and by fixed asset investments that are not readily available for use by the charity.

We are aware of the demands on the charity's reserves as we emerge from the Covid pandemic and of the prospect of possible further demands in future years; however, we regard the use of the charity's reserves to be absolutely inevitable and unavoidable. We wish to build up the reserve funds to cope with any future demands arising but to also ensure that the improvements to the home continue in the year to follow.

Knowing the situation at the time of writing in 2024 our objective will be to maintain a consistently viable occupancy level of at least 86% corresponding to 25 rooms.

Our policy has been to draw on the charity's reserves to sustain the path back to viability, and we intend to continue to spend some of the reserves on completing the programme of refurbishment and modernisation of the fabric of the home if necessary. We are hoping that improvements going forward can be funded from income. Our intention is to improve the experience of our residents. We consider this is realistic because the charity fully owns its premises, has a good level of investments, and has no owners or directors to remunerate.

### ***Policy on reserves***

We still consider that we should have easy and ready (inside two weeks) access to cash/reserves sufficient to cover three months of outgoings in the region of £280,000. Currently, although we hold some cash reserves in our NatWest current and reserve accounts, we have short-term access to the remaining investments in the portfolio managed by Albert Goodman. We aim to ensure that the balance held in the working NatWest account remains above £25,000 after paying monthly staff wages of around £77,000.

### ***Investment policy and objectives***

The Governors are empowered by the Memorandum to invest the monies of the charity not immediately required for its purposes in such investment, securities or property as may be thought fit, subject to such conditions or consents (if any) as may be imposed by law.

The Governors are aware of the volatility of stock markets in connection with their investments, and have chosen to keep funds under management with Albert Goodman in a wide-based and modest risk portfolio which includes common investment funds managed by CCLA. The aims and objectives of the portfolio are to provide reasonably steady capital growth in a range of investments that are simple to administer with the advantage of rapid access to sums being realised within two weeks if required.

# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### **Plans for future periods**

#### ***Aims and key objectives for future periods***

In order to provide the service and care to people who want to live in our home we must operate as a financially viable business. As a Charity we have virtually no other means of income other than that generated by room fees and our previously substantial reserves. Traditionally people would have considered residential care as a first choice of care and support in advancing years. Today people are offered the choice to be supported at home for as long as possible. The fees paid for people funded by Social Services are less than the cost of the service provided. When attracting the interest of fully privately funded people we are competing with other homes with substantially more resources than we have. We believe that we do offer a service that suits and benefits people who want to live in a smaller community with a completely personalised service.

However the environment and hotel service aspects of the home cannot be other than first class, reflecting the standards which can be found in larger establishments.

We continue to be open to accommodating two people on reduced fees from Social Services. Indeed as part of charitable status we would aim to offer a small number of local authority places at any one time.

We have invested substantial amounts of our surplus reserves both in maintaining the viability of the service and in improving the facilities and appearance of the home. We recognize that in the immediate future our efforts must be focused on maintaining the occupancy of the home above 24.

To this end further attention will be focused on ensuring that our marketing and publicity strategies are robust and effective. We acknowledge the importance of the use of social media in maintaining a presence in the local and wider care marketplace.

As our financial position improves we will continue to improve the environment for people living in the home, and these improvements will support our care philosophy of maintaining people's independence and dignity.

We have actively focused on our key mission of providing residential care and accommodation to older people, however we will constantly review opportunities that may arise as a result of local or national initiatives.

We are a home with a history of involvement and service to the local community. As the restrictions of the pandemic are lifted we will explore opportunities to raise our profile in the town and surrounding district.

We acknowledge the importance of retaining our staff members as they are the foundation of the service we provide to people living in the home. We continue to review staff pay and conditions to ensure they are competitive and reflect the local and national marketplace. We continue to offer staff opportunities to access and complete all training required to carry out their roles to the best of their abilities. In addition we support staff who wish to gain additional higher level qualifications in order to benefit the home and their own interests.

Blenheim Lodge works as a charity to reinvest operating surpluses in the welfare of residents, whether that means in the fabric of the home, the deployment and training of staff, or aspects of resident experience, including the use of historic past surpluses, provided a responsible buffer can be maintained against the very challenging current times.

### **Structure, governance and management**

#### ***Nature of governing document***

West Somerset Home (Blenheim Lodge) Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 28 June 1978 and amended to allow for current governance arrangement on 19 April 2004. It is registered as a charity with the Charity Commission. Anyone over the age of 18 can become a member of the company, each of whom agrees to contribute 25 pence in the event of the company winding up.



# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### ***Recruitment and appointment of Governors***

No person other than a member of the company may be appointed a Governor. One third of the Governors retire by rotation every two years and are eligible for re-election. A member of the company or the Board of Governors may propose a person to be elected at any General Meeting to the office of Governor and the Governors may appoint any person to be a Governor to hold office until the next following Annual General Meeting. Members of the company are elected as such by the Board of Governors.

### ***Induction and training of Governors***

Prospective new Governors receive a file of information including our Philosophy of Care, Charity Commission publication "The Essential Trustee what you need to know", organisational chart of Governors and staff, staff job descriptions, minutes of meetings for the last 12 months, Blenheim Lodge Essential Information book for residents, Memorandum and Articles of Association, and previous annual accounts before they commit to becoming a Governor. They receive training by accompanying another Governor on two monthly inspections of the Home before taking on this responsibility by themselves. The Manager of the Home is available for any Governor to discuss anything they wish to, generally, at any time.

### ***Third party indemnity insurance policy***

The charity maintains a third party indemnity insurance policy for the benefit of the Governors. The policy was in force during the year and remains in force at the time of approval of this report.

### ***Arrangements for setting key management personnel remuneration***

Remuneration of the charity's key management personnel is considered and set annually at a Governors' meeting and will reflect pay increases to all staff.

### ***Organisational structure***

The Manager has the overall responsibility for the administration and running of the Home and is registered with the Care Quality Commission to this effect. The registration brings with it a range of legal responsibilities.

On a day to day basis the manager is assisted by the Care Supervisor who focuses on care standards and the training of staff. Team leaders play a major role in supervising care in depth, liaising with people and families in the home and observing at first hand the performance of staff.

Other senior staff are responsible for business administration and catering services.

The activities and performance of the home are overseen by the Governors who meet as necessary but at least bi monthly. Governors visit the home each week and complete reports of their visits.

### ***Major risks and management of those risks***

It is confirmed that the major risks to which the charity is exposed, as identified by the Governors, have been reviewed and that systems have been established to mitigate those risks. The Governors accept that the management and control of the charity rests with the Board of Governors and, as such, Governors' involvement in the key aspects of the risk management process is essential, particularly in setting the parameters of the process and in the review and consideration of the results.

This year has involved continual assessment of the protective measures needed to safeguard our residents and staff from Coronavirus and all other infection, and a careful assessment of current and expected future demands on the charity's reserves resulting from possible lower occupancy rates. We are continuing to work on attracting new residents by improvement of our premises, advertising, and closer cooperation with Social Services and NHS Acute Services.

# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### **Disclosure of information to auditor**

Each Governor has taken steps that they ought to have taken as a Governor in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information. The Governors confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

### **Reappointment of auditor**

In accordance with section 485 of the Companies Act 2006, a resolution for the re-appointment of A C Mole as auditors of the charitable company is to be proposed at the forthcoming Annual General Meeting.

### **Trustees' responsibilities in relation to the financial statements**

The Governors (who are also the directors of West Somerset Home (Blenheim Lodge) Limited for the purposes of company law) are responsible for preparing the Governors' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Governors to prepare financial statements for each financial year. Under company law the Governors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, 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 charitable company will continue in business.

The Governors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **Small companies provision statement**

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the Governors of the charitable company on 19 March 2024 and signed on its behalf by:

  
.....  
M Currie  
Governor



## **West Somerset Home (Blenheim Lodge) Limited**

### **Independent Auditor's Report to the Trustees of West Somerset Home (Blenheim Lodge) Limited**

#### **Opinion**

We have audited the financial statements of West Somerset Home (Blenheim Lodge) Limited (the 'charitable company') for the year ended 30 June 2023, which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2023 and of its income and expenditure for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **West Somerset Home (Blenheim Lodge) Limited**

### **Independent Auditor's Report to the Trustees of West Somerset Home (Blenheim Lodge) Limited**

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors Report (included within the Governors' report).

We have nothing to report in respect of the following matters in relation to the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Our responsibilities for the audit of the financial statements**

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly, we have been appointed under section 144 of the Charities Act 2011, and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

## **West Somerset Home (Blenheim Lodge) Limited**

### **Independent Auditor's Report to the Trustees of West Somerset Home (Blenheim Lodge) Limited**

#### **Identifying and assessing potential risks of material misstatement due to irregularities**

We considered the following when identifying and assessing risks of material misstatement due to irregularities, including fraud and non-compliance with laws and regulations:

- the legal and regulatory framework in which the charitable company operates
- the sector in which the charitable company operates
- the control environment and controls established to mitigate such risks
- the results of our enquiries of management about their identification and assessment of risks of irregularities
- discussions with the audit engagement team about where fraud might occur
- the incentives for fraud.

Laws and regulations which are considered to be significant to the charitable company include those relating to the requirements of financial reporting framework FRS102, the Companies Act 2006, the Charities Act 2011, UK tax legislation, employment law and health and safety. In addition, we consider other laws and regulation which may not directly impact the financial statements but may impact on the operation of the charitable company, such as the Care Quality Commission regulations.

As a result of these procedures we concluded, in accordance with International Auditing Standards, that a risk in relation to the potential for management override of controls existed.

#### **Audit responses to risks identified**

We undertook audit procedures to respond to the risks identified and designed our audit testing to respond to these risks. The additional procedures we undertook included the following:

- gaining an understanding of the charitable company's procedures for ensuring compliance with laws and regulations
- testing the appropriateness of journal entries and other adjustments
- considering whether accounting estimates were indicative of potential bias
- considering whether any transactions arose outside the normal course of business
- making enquiries of management
- corroborating our enquiries through review of Board Minutes and correspondence.

We also communicated relevant laws and regulations and potential fraud risks to all engagement team members and remained alert to any indicators of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

A C Mole is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

**West Somerset Home (Blenheim Lodge) Limited**

**Independent Auditor's Report to the Trustees of West Somerset Home (Blenheim Lodge) Limited**

**Use of our report**

This report is made solely to the Charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

A C Mole  
A C Mole (Statutory Auditor)

Stafford House  
Blackbrook Park Avenue  
Taunton  
Somerset  
TA1 2PX

Date: 19th March 2024



# West Somerset Home (Blenheim Lodge) Limited

## Statement of Financial Activities for the Year Ended 30 June 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

*Year ended 30 June 2023*

	Note	Unrestricted £	Restricted £	Total 2023 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	1,636	-	1,636
Charitable activities	4	1,063,658	-	1,063,658
Other trading activities	5	66	-	66
Investment income	6	4,180	-	4,180
Other income	7	331	-	331
Total Income		<u>1,069,871</u>	<u>-</u>	<u>1,069,871</u>
<b>Expenditure on:</b>				
Raising funds		(194)	-	(194)
Charitable activities	8	<u>(1,110,105)</u>	<u>(2,227)</u>	<u>(1,112,332)</u>
Total Expenditure		<u>(1,110,299)</u>	<u>(2,227)</u>	<u>(1,112,526)</u>
Net expenditure before other recognised gains and losses		(40,428)	(2,227)	(42,655)
<b>Other recognised gains and losses</b>				
Gains/losses on investment assets		<u>(3,020)</u>	<u>-</u>	<u>(3,020)</u>
Net movement in funds		(43,448)	(2,227)	(45,675)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>623,110</u>	<u>7,887</u>	<u>630,997</u>
Total funds carried forward	23	<u><u>579,662</u></u>	<u><u>5,660</u></u>	<u><u>585,322</u></u>

Comparative figures for the prior period are shown on the next page.

The notes on pages 18 to 29 form an integral part of these financial statements.

# West Somerset Home (Blenheim Lodge) Limited

## Statement of Financial Activities for the Year Ended 30 June 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

*Year ended 30 June 2022 (comparative figures for the prior period)*

	Note	Unrestricted £	Restricted £	Total 2022 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	7,379	31,690	39,069
Charitable activities	4	854,657	-	854,657
Investment income	6	4,307	-	4,307
Other income	7	1,429	-	1,429
Total Income		<u>867,772</u>	<u>31,690</u>	<u>899,462</u>
<b>Expenditure on:</b>				
Raising funds		(864)	-	(864)
Charitable activities	8	<u>(1,024,061)</u>	<u>(34,624)</u>	<u>(1,058,685)</u>
Total Expenditure		<u>(1,024,925)</u>	<u>(34,624)</u>	<u>(1,059,549)</u>
Net expenditure before other recognised gains and losses		(157,153)	(2,934)	(160,087)
<b>Other recognised gains and losses</b>				
Gains/losses on investment assets		<u>1,724</u>	<u>-</u>	<u>1,724</u>
Net movement in funds		(155,429)	(2,934)	(158,363)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>778,539</u>	<u>10,821</u>	<u>789,360</u>
Total funds carried forward	23	<u>623,110</u>	<u>7,887</u>	<u>630,997</u>

All of the charitable company's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 23.

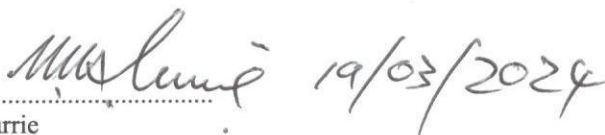
# West Somerset Home (Blenheim Lodge) Limited

(Registration number: 01375789)

Balance Sheet as at 30 June 2023

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	16	308,452	324,115
Investments	17	<u>344,664</u>	<u>344,068</u>
		<u>653,116</u>	<u>668,183</u>
<b>Current assets</b>			
Stocks	18	5,000	4,000
Debtors	19	18,049	22,856
Cash at bank and in hand	20	<u>45,713</u>	<u>63,697</u>
		68,762	90,553
<b>Creditors: Amounts falling due within one year</b>	21	<u>(136,556)</u>	<u>(127,739)</u>
<b>Net current liabilities</b>		<u>(67,794)</u>	<u>(37,186)</u>
<b>Net assets</b>		<u>585,322</u>	<u>630,997</u>
<b>Funds of the charitable company:</b>			
<b>Restricted income funds</b>			
Restricted funds	23	5,660	7,887
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>579,662</u>	<u>623,110</u>
<b>Total funds</b>	23	<u>585,322</u>	<u>630,997</u>

The financial statements on pages 14 to 29 were approved by the Governors, and authorised for issue on 19 March 2024 and signed on their behalf by:

 19/03/2024  
 .....  
 M Currie  
 Governor

The notes on pages 18 to 29 form an integral part of these financial statements.



# West Somerset Home (Blenheim Lodge) Limited

## Statement of Cash Flows for the Year Ended 30 June 2023

	Note	2023 £	2022 £
<b>Cash flows from operating activities</b>			
Net expenditure for the reporting period (as per the statement of financial activities)		(45,675)	(158,363)
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation		20,621	22,190
Investment income	6	(4,180)	(4,307)
Unrealised gains/losses on investment assets		3,020	(1,274)
		(26,214)	(141,754)
<b>Working capital adjustments</b>			
(Increase) in stocks	18	(1,000)	-
Decrease/(increase) in debtors	19	4,807	(9,395)
Increase in creditors	21	9,557	21,844
Net cash flows from operating activities		(12,850)	(129,305)
<b>Cash flows from investing activities</b>			
Interest receivable and similar income	6	564	30
Other income from fixed asset investments		3,616	4,277
Purchase of tangible fixed assets	16	(4,958)	(25,013)
Purchase of investments	17	(3,616)	(31,990)
Sale of investments		-	145,721
Net cash flows from investing activities		(4,394)	93,025
<b>Cash flows from financing activities</b>			
(Repayment of) loans and borrowings	21	(740)	(1,827)
Net decrease in cash and cash equivalents		(17,984)	(38,107)
Cash and cash equivalents at 1 July		63,697	101,804
Cash and cash equivalents at 30 June		45,713	63,697

Cash and cash equivalents at the end of the year comprise cash at bank and in hand £45,713 (2022 - £63,697).

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 18 to 29 form an integral part of these financial statements.

# **West Somerset Home (Blenheim Lodge) Limited**

## **Notes to the Financial Statements for the Year Ended 30 June 2023**

### **1 Charitable company status**

The charitable company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding 25 pence towards the assets of the charitable company in the event of liquidation.

The address of its registered office is:

4 Irnham Road  
Minehead  
Somerset  
TA24 5DG

The principal place of business is:

Blenheim Lodge  
North Road  
Minehead  
Somerset  
TA24 5QW

The charity is incorporated in England.

These financial statements were authorised for issue by the Governors on 19 March 2024.

### **2 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

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

#### **Statement of compliance**

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 (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

#### **Basis of preparation**

West Somerset Home (Blenheim Lodge) Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **Public benefit entity**

The charity is a public benefit entity.

#### **Going concern**

The Governors consider that there are no material uncertainties about the charitable company's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charitable company.

#### **Income and endowments**

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

## **West Somerset Home (Blenheim Lodge) Limited**

### **Notes to the Financial Statements for the Year Ended 30 June 2023**

#### ***Donations***

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Where appropriate donations are included in a restricted fund and are used for the purpose that the donation was made for.

#### ***Grants receivable***

Grants are recognised when the charitable company has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### ***Investment income***

Interest on cash deposits is recognised when received. Dividends are recognised when the dividend has been declared and received.

#### ***Expenditure***

Expenditure is recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

All expenditure is inclusive of VAT.

#### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### ***Governance costs***

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including independent examination, strategic management and Governors's meetings and reimbursed expenses.

#### ***Government grants***

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### ***Taxation***

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charitable company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### ***Tangible fixed assets***

Individual fixed assets costing £250 or more are initially recorded at cost.



## West Somerset Home (Blenheim Lodge) Limited

### Notes to the Financial Statements for the Year Ended 30 June 2023

#### Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life on a straight line basis as follows:

Asset class	Depreciation method and rate
Freehold buildings	2% on relevant cost
Furniture equipment and apparatus	12.5% on cost
Soft furnishings linens and utensils	12.5% on cost

#### Fixed asset investments

Fixed asset investments are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

#### Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Cost is determined on the first-in, first-out basis.

#### Trade debtors

Trade debtors are amounts due from residents at Blenheim Lodge for accommodation and care services provided in the ordinary course of the charity's operations.

Trade debtors are recognised at the transaction value. A provision for the impairment of trade debtors is established when there is evidence that the charity will not be able to collect all amounts due according to the original terms of the transaction.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### Trade creditors

Trade creditors are recognised where the charity has a present obligation resulting from a past event that will result in the probable transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the Governors' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### Pensions

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from individuals	636	-	636
Grants, including capital grants;			
Local authority grants	1,000	-	1,000
<b>Total for 2023</b>	<b>1,636</b>	<b>-</b>	<b>1,636</b>
<b>Total for 2022</b>	<b>7,379</b>	<b>31,690</b>	<b>39,069</b>

### 4 Income from charitable activities

	Unrestricted funds General £	Total funds £
Operation of residential care home	1,063,658	1,063,658
<b>Total for 2023</b>	<b>1,063,658</b>	<b>1,063,658</b>
<b>Total for 2022</b>	<b>854,657</b>	<b>854,657</b>

### 5 Income from other trading activities

	Unrestricted funds General £	Total funds £
Local fundraising	66	66
<b>Total for 2023</b>	<b>66</b>	<b>66</b>

### 6 Investment income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income;		
Interest receivable on bank deposits	564	564
Other income from fixed asset investments	3,616	3,616
<b>Total for 2023</b>	<b>4,180</b>	<b>4,180</b>
<b>Total for 2022</b>	<b>4,307</b>	<b>4,307</b>

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 7 Other income

	Unrestricted funds General £	Total funds £
Solar energy incentive income	331	331
<b>Total for 2023</b>	<b>331</b>	<b>331</b>
<b>Total for 2022</b>	<b>1,429</b>	<b>1,429</b>

### 8 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Care salaries and NIC	739,368	-	739,368	689,005
Care agency staff	-	-	-	8,113
Management and office salaries and NIC	93,410	-	93,410	102,811
Maintenance salaries and NIC	7,116	-	7,116	6,640
Employer pension contributions	11,544	-	11,544	10,492
Provisions	44,075	-	44,075	40,758
Establishment costs	88,745	-	88,745	81,457
Operating costs	91,773	2,227	94,000	91,154
Depreciation	20,621	-	20,621	22,190
Governance costs (note 9)	13,453	-	13,453	6,065
	<b>1,110,105</b>	<b>2,227</b>	<b>1,112,332</b>	<b>1,058,685</b>

### 9 Analysis of governance and support costs

#### Governance costs

	Unrestricted General £	Total 2023 £	Total 2022 £
Audit fees			
Audit of the financial statements	7,800	7,800	-
Independent examiner fees			
Examination of the financial statements	-	-	1,140
Other fees paid to examiners	300	300	3,840
Accountancy fees	4,020	4,020	-
Companies House fees	13	13	13
Governors and officers indemnity insurance	1,290	1,290	1,042
Printing postage and stationery	30	30	30
	<b>13,453</b>	<b>13,453</b>	<b>6,065</b>

## West Somerset Home (Blenheim Lodge) Limited

### Notes to the Financial Statements for the Year Ended 30 June 2023

#### 10 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2023 £	2022 £
Operating leases - plant and machinery	18,300	14,435
Audit fees	7,800	-
Depreciation of fixed assets	<u>20,621</u>	<u>22,190</u>

#### 11 Governors remuneration and expenses

The Governors are proscribed by the memorandum from obtaining any remuneration or other benefit from the Charity. In compliance with the clause no Governors, nor anyone connected with them, have received any remuneration or expenses from the charity during the year.

#### 12 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
<b>Staff costs during the year were:</b>		
Wages and salaries	794,214	753,691
Social security costs	45,680	44,765
Pension costs	<u>11,544</u>	<u>10,492</u>
	<u>851,438</u>	<u>808,948</u>

The monthly average number of persons (including senior management team) employed by the charitable company during the year was as follows:

	2023 No	2022 No
Charitable activities: operation of residential care home	<u>46</u>	<u>46</u>

Contributions to the employee pension schemes for the year totalled £11,544 (2022 - £10,492).

No employee received emoluments of more than £60,000 during the year (2022 - none).

The total employee benefits of the key management personnel of the charitable company (the Senior Management Team) were £41,165 (2022 - £41,129).



# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 13 Independent examiner's remuneration

	2023 £	2022 £
Examination of the financial statements	-	1,140
<b>Other fees to examiners</b>		
All other services	300	3,840

### 14 Auditors' remuneration

	2023 £
Audit of the financial statements (see note 9)	7,800

### 15 Taxation

The company is a registered charity and the Governors are of the opinion that the charitable company is not liable to corporation tax on its income, as all income is solely used for its charitable purposes, in accordance with Section 478 CTA 2010.

### 16 Tangible fixed assets

	Freehold Land and buildings £	Furniture equipment & apparatus £	Soft furnishings linens & utensils £	Total £
<b>Cost</b>				
At 1 July 2022	442,320	319,619	8,365	770,304
Additions	-	4,958	-	4,958
At 30 June 2023	442,320	324,577	8,365	775,262
<b>Depreciation</b>				
At 1 July 2022	200,226	237,598	8,365	446,189
Charge for the year	6,347	14,274	-	20,621
At 30 June 2023	206,573	251,872	8,365	466,810
<b>Net book value</b>				
At 30 June 2023	235,747	72,705	-	308,452
At 30 June 2022	242,094	82,021	-	324,115

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 17 Fixed asset investments

#### Other investments

	Listed investments £	Cash or cash equivalents £	Total £
<b>Cost or Valuation</b>			
At 1 July 2022	343,792	276	344,068
Revaluation	(3,020)	-	(3,020)
Additions	3,615	1	3,616
At 30 June 2023	344,387	277	344,664
<b>Net book value</b>			
At 30 June 2023	344,387	277	344,664
At 30 June 2022	343,792	276	344,068

### 18 Stock

	2023 £	2022 £
Stocks	5,000	4,000

Stocks represent the cost of provisions and other consumables held for use in the charity's day to day operations.

### 19 Debtors

	2023 £	2022 £
Trade debtors	13,495	15,751
Prepayments and accrued income	2,805	3,587
Other debtors	1,749	3,518
	18,049	22,856

### 20 Cash and cash equivalents

	2023 £	2022 £
Cash on hand	591	5,315
Cash at bank	43,673	56,810
Short-term deposits	1,449	1,572
	45,713	63,697

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 21 Creditors: amounts falling due within one year

	2023 £	2022 £
Room fees paid in advance	19,269	12,191
Credit card account	2,669	3,409
Trade creditors	4,122	6,477
Other taxation and social security	3,145	18,311
Accruals	94,095	77,098
Other creditors	13,256	10,253
	<u>136,556</u>	<u>127,739</u>

### 22 Obligations under leases and hire purchase contracts

#### Operating lease commitments

Total future minimum lease payments due under non-cancellable operating leases are as follows:

	2023 £	2022 £
Within one year	19,599	19,689
Between one and five years	76,371	73,510
After five years	24,112	40,233
Total future minimum lease payments	<u>120,082</u>	<u>133,432</u>

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 23 Funds

	Balance at 1 July 2022 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 30 June 2023 £
<b>Unrestricted</b>					
<i>General</i>					
Unrestricted income fund	623,110	1,069,871	(1,110,299)	(3,020)	579,662
<b>Restricted</b>					
Activities Fund	7,887	-	(2,227)	-	5,660
<b>Total funds</b>	<u>630,997</u>	<u>1,069,871</u>	<u>(1,112,526)</u>	<u>(3,020)</u>	<u>585,322</u>

	Balance at 1 July 2021 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 30 June 2022 £
<b>Unrestricted</b>					
<i>General</i>					
Unrestricted income fund	778,539	867,772	(1,024,925)	1,724	623,110
<b>Restricted</b>					
Activities Fund	10,508	-	(2,621)	-	7,887
Lift Fund	313	-	(313)	-	-
Infection Control Fund	-	4,843	(4,843)	-	-
Rapid Testing Fund	-	4,928	(4,928)	-	-
Infection Prevention and Control Fund	-	7,987	(7,987)	-	-
Testing Fund	-	5,675	(5,675)	-	-
Vaccination Fund	-	562	(562)	-	-
Carers Retention Bonus Fund	-	7,695	(7,695)	-	-
<b>Total restricted</b>	<u>10,821</u>	<u>31,690</u>	<u>(34,624)</u>	<u>-</u>	<u>7,887</u>
<b>Total funds</b>	<u>789,360</u>	<u>899,462</u>	<u>(1,059,549)</u>	<u>1,724</u>	<u>630,997</u>

## West Somerset Home (Blenheim Lodge) Limited

### Notes to the Financial Statements for the Year Ended 30 June 2023

#### 23 Funds (continued)

##### Unrestricted funds

The funds of the charity include the following unrestricted funds:

##### *Unrestricted Income Fund*

This fund represents the reserves of the charity that are not held for specific purposes in restricted funds. The fund includes the "free reserves" of the charity, as well as reserves that are not immediately available for use by the charity, represented by fixed assets in the form of freehold property, furniture, equipment and soft furnishings, and by fixed asset investments that are not readily available for use by the charity.

##### Restricted funds

The funds of the charity also include restricted funds comprising unexpended balances of grants and donations held on trusts to be applied for specific purposes. Details of the restricted funds are as follows:

##### *Activities Fund*

This fund is maintained for the purpose of holding funds donated specifically for funding activities for the residents at Blenheim Lodge.

#### 24 Analysis of net assets between funds

##### *At 30 June 2023*

	Unrestricted funds General £	Restricted funds £	Total funds at 30 June 2023 £
Tangible fixed assets	308,452	-	308,452
Fixed asset investments	344,664	-	344,664
Current assets	63,102	5,660	68,762
Current liabilities	(136,556)	-	(136,556)
Total net assets	<u>579,662</u>	<u>5,660</u>	<u>585,322</u>

##### *At 30 June 2022*

	Unrestricted funds General £	Restricted funds £	Total funds at 30 June 2022 £
Tangible fixed assets	324,115	-	324,115
Fixed asset investments	344,068	-	344,068
Current assets	82,666	7,887	90,553
Current liabilities	(127,739)	-	(127,739)
Total net assets	<u>623,110</u>	<u>7,887</u>	<u>630,997</u>

## West Somerset Home (Blenheim Lodge) Limited

### Notes to the Financial Statements for the Year Ended 30 June 2023

#### 25 Analysis of net funds

	At 1 July 2022	Cash flows	At 30 June
	£	£	2023 £
Cash at bank and in hand	<u>63,697</u>	<u>(17,984)</u>	<u>45,713</u>
Net funds (debt)	<u>63,697</u>	<u>(17,984)</u>	<u>45,713</u>

#### 26 Related party transactions

There were no related party transactions in the year.

Company registration number: 01375789  
Charitable company registration number: 276926

# West Somerset Home (Blenheim Lodge) Limited

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 30 June 2023



# **West Somerset Home (Blenheim Lodge) Limited**

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# West Somerset Home (Blenheim Lodge) Limited

## Reference and Administrative Details

<b>Governors</b>	M Currie L M Francis S M Laver D Ricketts- TANN (appointed 4 October 2023) M Stabb L M Vaughan
<b>Secretary</b>	J Bridal
<b>Senior Management Team</b>	M Moore, Manager
<b>Principal Office</b>	Blenheim Lodge North Road Minehead Somerset TA24 5QW
<b>Registered Office</b>	4 Irnham Road Minehead Somerset TA24 5DG  The charitable company is incorporated in England.
<b>Company Registration Number</b>	01375789
<b>Charitable company Registration Number</b>	276926
<b>Solicitors</b>	Thorne Segar 3 Bancks Street Minehead Somerset TA24 5DE
<b>Bankers</b>	National Westminster Bank Plc Minehead Branch 9 The Parade Minehead Somerset TA24 5NL
<b>Auditor</b>	A C Mole Chartered Accountants Stafford House Blackbrook Park Avenue Taunton Somerset TA1 2PX

# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

The Governors, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 30 June 2023.

The directors of the charitable company (the charity) are its trustees for the purpose of charity law and throughout this report are collectively referred to as Governors.

### **Objectives and activities**

#### ***Objects and aims***

The main object of the charity is the establishment, operation, maintenance and support of a care home for older people. The charity may also support any similar objects and aims of a charitable nature. Blenheim Lodge was acquired as a care home for the elderly in Minehead in 1978. The Home has always aimed to provide the West Somerset area with care and accommodation of the highest standard at an affordable level.

The charity aims to deliver care to our residents aligned with our core value "that every resident has the right to a high quality service, promoting independence and individuality in an environment of respect, non-discrimination, confidentiality, equality, diversity and safety".

As a "registered care home" we are registered with the Care Quality Commission and governed by the Health and Social Care Act 2008 and its associated Regulations.

The conditions of our registration are that we provide care and accommodation for up to 30 people.

We are registered to provide personal (residential) care and are not allowed to deliver nursing care (this means care that can only be delivered under the supervision of a trained nurse.)

#### ***Objectives, strategies and activities***

The objectives of the charity at Blenheim Lodge are to:

- provide a dedicated staff team to include a Manager and Senior Care Team who are well trained, supervised and motivated to deliver person centred care to our residents
- provide accommodation that is safe, secure and properly maintained
- encourage residents and their representatives to participate in planning their care delivery in order to encourage as full a life as possible
- ensure privacy, dignity, choice, independence, diversity and human rights are central to Blenheim Lodge core values
- use our quality assurance programme to encourage feedback on all aspects of our services
- alleviate the growing problem of loneliness and disconnection experienced by the elderly through communal living and a variety of activities organised by our staff and volunteers
- provide respite care for elderly people who live at home with their relatives or who are recuperating from a stay in hospital before returning to their own home

We measure our success in achieving our aims and objectives by various means including resident and relative questionnaires, encouraging resident and relative feedback and online reviews.

Our primary activity is to ensure the health and welfare of our residents through excellent care, promotion of mobility and independence, comfortable living and respect and dignity at a fair and reasonable cost.

# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### ***Philosophy of care***

Blenheim Lodge Care Home aims to provide people living in the home with a secure, relaxed, non-institutionalised and homely environment in which their well-being and comfort are of prime importance.

Staff will strive to preserve and maintain the dignity, individuality and privacy of people living in the home within a warm and caring atmosphere. They will be sensitive and responsive to people's changing needs for medical/therapeutic, cultural, psychological, spiritual and emotional support.

In line with accepted best practice people living in the home are encouraged and supported to participate in the development of individual care plans. The support of family and friends may be appropriate and is greatly valued. Blenheim Lodge will actively promote and maintain people's ability and potential for self-care and individual independent living.

We recognise that our staff are the essential resource that enables us to accomplish our aims. Through training, supervision and example we develop a culture amongst the whole workforce that reflects our commitment to continuing care. We demand and expect staff to take pride in the quality of care provided.

Staff are appropriately trained and qualified to deliver good standards of care based on current best practice and regulatory requirements. Training updates and regular supervisions and appraisals ensure new and existing staff maintain standards and develop new skills and knowledge.

Blenheim Lodge takes responsibility for the promotion of a care environment where staff are motivated to treat everyone within the home whether person living there, team member, visitor or professional colleague with kindness and respect.

People's care will be based on the best evidence available to meet each person's needs. Care will be evidence based, encompassing knowledge and skills obtained from a range of different resources. These may include journals, training days and bulletins from health and social care organisations.

Blenheim Lodge staff work effectively with professional health and social care partners to deliver comprehensive care and support to people. Staff recognise the importance of accepting the limitations of their roles and knowledge and the vital role of their professional partners in delivering an effective package of care to people.

Our clients, their families and friends need opportunities for emotional and spiritual expression. To help fulfil this we encourage, but do not enforce social engagement and interaction. Since the onset of the Coronavirus pandemic opportunities and practices have had to be thoughtfully modified. We have had to find ways to minimise loneliness, alienation and disconnection of people within the home. Interaction with staff has become even more important as external contacts have been reduced.

Our care process emphasises the importance of staff communication and empathy with people on admission to the home. Staff introduce themselves to new people and take time to assess their needs. They will be able to discuss how they wish their stay at Blenheim Lodge to progress. When possible and clinically safe, they will be invited to join the numerous activities available. They will also be encouraged to contribute new ideas and suggestions.

Blenheim Lodge recognises the importance of working closely with residents' families to develop a mutually supportive network to benefit our residents' lives.



# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### ***Achievements and Performance***

Throughout the financial year concluding June 2023 the Coronavirus had a significantly reduced impact upon the operation of the home. The priority of managers and staff remained to keep people safe whilst operating the home in a way that maintained financial viability.

People living in the home and staff were offered additional vaccinations by the community health teams, and legislation was in place to ensure all staff members had access to vaccination.

Staff were trained, updated and supervised in the practice of all measures put in place to maintain people's safety. Restrictions were adapted to allow controlled entry to the home and more relaxed mixing of people within the home.

Thorough LFT and PCR testing programmes continued as required. The manager responded promptly to changes and recommendations in Government guidance. Isolated cases of the virus amongst staff were managed and contained. The performance of the home continues to remain a source of pride.

The vacancy levels in the home improved throughout this period. Blenheim Lodge has historically needed 25 people living in the home to break even. The number of people living in the home varied between 21 and 28 across the twelve-month period. The maintenance of the occupancy of the home remained an important priority for the manager. Various possible additional streams of income were considered, in particular the possibility of working in closer partnership with NHS acute services and Social Services. The level of Social Service funding limits the number of people we can accommodate who are state funded.

Staffing levels in the home were maintained as a result of energetic and active recruitment. As staff left new staff were recruited. This resulted in some younger staff being employed and also the appointment of experienced senior staff. An electronic system to manage staff recruitment and training was maintained.

The maintenance and improvements to the fabric of the home have continued. Bedrooms and corridors have continued to be updated, refurbished and painted, as has the upstairs sun lounge. Outside the home, work has continued on the garden.

There were no Care Quality Commission inspections during this period. A system of recording key events in the home was implemented by the regulator and the home continues to be rated Good on the CQC website.

Blenheim Lodge has always been a good home but the standards and approach to care are always changing. The culture and approach to people living in the home was reviewed and a move towards a customer care approach was made. People were offered more choice at coffee, tea and lunch time. Changes were made to the presentation of the dining room. The customer care philosophy was introduced at induction of new staff and at staff handovers.

The flexible activities programme has continued. This is advertised through re-organised boards and regular bulletins. The monthly newsletter continues to be important to residents and is much improved. The activity co-ordinator has further grown in confidence and the changing programme continues to develop.

Staff were encouraged to work with the co-ordinator and see the importance of social activities and events to people's well-being. A monthly key workers' review of activities has continued and this is analysed to gain an insight into the activities most enjoyed and into the interests people have. This assists forward planning.

Staffing in the home has remained stable. Chefs and new kitchen staff have been appointed. Recruiting new staff was time consuming and included the appointment of key staff such as team leaders. The induction of staff continued as planned with a two-day programme.

The home remains a competitive employer. Pay and rewards are continually reviewed and the cost to the home is balanced against increased room fees.

## **West Somerset Home (Blenheim Lodge) Limited**

### **Governors' Report**

Training for care staff is a major issue for all care providers. Annual updates for some key subjects mean that the job is never done. A responsive, adaptive annual training programme remains in place and is regularly reviewed. Appraisals completed for existing care and catering staff enabled some issues that staff identified as important to be addressed.

The problems of ensuring staff attend training remains central. There will always be variations in the commitment of staff to complete online training and attend taught sessions. Training needed in the future included incident and accident training, infection prevention and control training and further dementia training. Staff began individual qualifications and the general training level of staff in the home continued to improve.

The use of Care Docs, an electronic care planning system grew and has continued to be more fully used. The structured induction for new staff has continued with small bite-size tutorials being used to enable staff to become familiar with the systems.

People living in the home were regularly asked about the quality of care they received. Staff were interviewed and documentation was reviewed as part of the home's quality assurance measures. Checklists were produced for future reference. The Manager received regular up-dates and any information that was available relating to the future regulation patterns of CQC.

Throughout the year feedback from people living in the home was sought and where appropriate acted upon. A review of comments made to governors during their monitoring visits showed that people were very satisfied with the care and support they received.

#### *Performance of investments*

Our listed investments are managed by Albert Goodman Chartered Financial Planners and are held in two parts, CCLA investments and the Transact portfolio.

The Transact portfolio realised modest gains of £256 in the year. The value of the investments in the Transact portfolio at the end of the year was £11,141 including unrealised gains of £2,187.

The CCLA investments, which performed well last year, returned net unrealised losses of £3,276 during the year. The value of the CCLA investments at the end of the year was £333,246 including unrealised gains of £170,612.

Other investment in the Scottish Widows interest-bearing account remained at £277 and the Virgin Money account has now been closed.

Overall, the value of all our investments increased from £344,068 to £344,664 over the course of the year, having provided no funding this year for operational cash flows.

Costs associated with the management of the CCLA and Transact portfolio investments amounted to £194 for the year.

#### *Public benefit*

Benefit to the local community is deemed to be provision of a high calibre residential home where every staff member can be motivated to provide the best possible care, and operating surpluses are put into the provision of that care.

In addition we provide permanent, secure employment for around 45 people. Blenheim Lodge is a conscientious employer that seeks to contribute to the well-being of staff through fair remuneration and good working conditions.

The Governors confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### **Financial review**

Total income generated during the year was £1,069,871 compared with £899,462 in the previous year. This year occupancy levels approached target during the year.

Expenditure increased by £52,977 from £1,059,549 to £1,112,526 with staff salaries and associated costs (including care agency staff costs) increasing by £34,377 from £817,061 to £851,438.

After taking into account realised and unrealised losses of £3,020 relating to investments, the net movement in funds for the year was a decrease of £45,675, with £43,448 relating to unrestricted funds and £2,227 relating to restricted funds.

Total funds at the end of the year were £585,322 with £579,662 relating to unrestricted funds and £5,660 relating to restricted funds. Unrestricted funds available for the use of the charity at the end of the year (free reserves) amounted to £271,210. The value of free reserves excludes unrestricted funds that are represented by fixed assets in the form of freehold property, furniture, equipment and soft furnishings, and by fixed asset investments that are not readily available for use by the charity.

We are aware of the demands on the charity's reserves as we emerge from the Covid pandemic and of the prospect of possible further demands in future years; however, we regard the use of the charity's reserves to be absolutely inevitable and unavoidable. We wish to build up the reserve funds to cope with any future demands arising but to also ensure that the improvements to the home continue in the year to follow.

Knowing the situation at the time of writing in 2024 our objective will be to maintain a consistently viable occupancy level of at least 86% corresponding to 25 rooms.

Our policy has been to draw on the charity's reserves to sustain the path back to viability, and we intend to continue to spend some of the reserves on completing the programme of refurbishment and modernisation of the fabric of the home if necessary. We are hoping that improvements going forward can be funded from income. Our intention is to improve the experience of our residents. We consider this is realistic because the charity fully owns its premises, has a good level of investments, and has no owners or directors to remunerate.

### ***Policy on reserves***

We still consider that we should have easy and ready (inside two weeks) access to cash/reserves sufficient to cover three months of outgoings in the region of £280,000. Currently, although we hold some cash reserves in our NatWest current and reserve accounts, we have short-term access to the remaining investments in the portfolio managed by Albert Goodman. We aim to ensure that the balance held in the working NatWest account remains above £25,000 after paying monthly staff wages of around £77,000.

### ***Investment policy and objectives***

The Governors are empowered by the Memorandum to invest the monies of the charity not immediately required for its purposes in such investment, securities or property as may be thought fit, subject to such conditions or consents (if any) as may be imposed by law.

The Governors are aware of the volatility of stock markets in connection with their investments, and have chosen to keep funds under management with Albert Goodman in a wide-based and modest risk portfolio which includes common investment funds managed by CCLA. The aims and objectives of the portfolio are to provide reasonably steady capital growth in a range of investments that are simple to administer with the advantage of rapid access to sums being realised within two weeks if required.



# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### **Plans for future periods**

#### ***Aims and key objectives for future periods***

In order to provide the service and care to people who want to live in our home we must operate as a financially viable business. As a Charity we have virtually no other means of income other than that generated by room fees and our previously substantial reserves. Traditionally people would have considered residential care as a first choice of care and support in advancing years. Today people are offered the choice to be supported at home for as long as possible. The fees paid for people funded by Social Services are less than the cost of the service provided. When attracting the interest of fully privately funded people we are competing with other homes with substantially more resources than we have. We believe that we do offer a service that suits and benefits people who want to live in a smaller community with a completely personalised service.

However the environment and hotel service aspects of the home cannot be other than first class, reflecting the standards which can be found in larger establishments.

We continue to be open to accommodating two people on reduced fees from Social Services. Indeed as part of charitable status we would aim to offer a small number of local authority places at any one time.

We have invested substantial amounts of our surplus reserves both in maintaining the viability of the service and in improving the facilities and appearance of the home. We recognize that in the immediate future our efforts must be focused on maintaining the occupancy of the home above 24.

To this end further attention will be focused on ensuring that our marketing and publicity strategies are robust and effective. We acknowledge the importance of the use of social media in maintaining a presence in the local and wider care marketplace.

As our financial position improves we will continue to improve the environment for people living in the home, and these improvements will support our care philosophy of maintaining people's independence and dignity.

We have actively focused on our key mission of providing residential care and accommodation to older people, however we will constantly review opportunities that may arise as a result of local or national initiatives.

We are a home with a history of involvement and service to the local community. As the restrictions of the pandemic are lifted we will explore opportunities to raise our profile in the town and surrounding district.

We acknowledge the importance of retaining our staff members as they are the foundation of the service we provide to people living in the home. We continue to review staff pay and conditions to ensure they are competitive and reflect the local and national marketplace. We continue to offer staff opportunities to access and complete all training required to carry out their roles to the best of their abilities. In addition we support staff who wish to gain additional higher level qualifications in order to benefit the home and their own interests.

Blenheim Lodge works as a charity to reinvest operating surpluses in the welfare of residents, whether that means in the fabric of the home, the deployment and training of staff, or aspects of resident experience, including the use of historic past surpluses, provided a responsible buffer can be maintained against the very challenging current times.

### **Structure, governance and management**

#### ***Nature of governing document***

West Somerset Home (Blenheim Lodge) Limited is a company limited by guarantee governed by its Memorandum and Articles of Association dated 28 June 1978 and amended to allow for current governance arrangement on 19 April 2004. It is registered as a charity with the Charity Commission. Anyone over the age of 18 can become a member of the company, each of whom agrees to contribute 25 pence in the event of the company winding up.



# **West Somerset Home (Blenheim Lodge) Limited**

## **Governors' Report**

### ***Recruitment and appointment of Governors***

No person other than a member of the company may be appointed a Governor. One third of the Governors retire by rotation every two years and are eligible for re-election. A member of the company or the Board of Governors may propose a person to be elected at any General Meeting to the office of Governor and the Governors may appoint any person to be a Governor to hold office until the next following Annual General Meeting. Members of the company are elected as such by the Board of Governors.

### ***Induction and training of Governors***

Prospective new Governors receive a file of information including our Philosophy of Care, Charity Commission publication "The Essential Trustee what you need to know", organisational chart of Governors and staff, staff job descriptions, minutes of meetings for the last 12 months, Blenheim Lodge Essential Information book for residents, Memorandum and Articles of Association, and previous annual accounts before they commit to becoming a Governor. They receive training by accompanying another Governor on two monthly inspections of the Home before taking on this responsibility by themselves. The Manager of the Home is available for any Governor to discuss anything they wish to, generally, at any time.

### ***Third party indemnity insurance policy***

The charity maintains a third party indemnity insurance policy for the benefit of the Governors. The policy was in force during the year and remains in force at the time of approval of this report.

### ***Arrangements for setting key management personnel remuneration***

Remuneration of the charity's key management personnel is considered and set annually at a Governors' meeting and will reflect pay increases to all staff.

### ***Organisational structure***

The Manager has the overall responsibility for the administration and running of the Home and is registered with the Care Quality Commission to this effect. The registration brings with it a range of legal responsibilities.

On a day to day basis the manager is assisted by the Care Supervisor who focuses on care standards and the training of staff. Team leaders play a major role in supervising care in depth, liaising with people and families in the home and observing at first hand the performance of staff.

Other senior staff are responsible for business administration and catering services.

The activities and performance of the home are overseen by the Governors who meet as necessary but at least bi monthly. Governors visit the home each week and complete reports of their visits.

### ***Major risks and management of those risks***

It is confirmed that the major risks to which the charity is exposed, as identified by the Governors, have been reviewed and that systems have been established to mitigate those risks. The Governors accept that the management and control of the charity rests with the Board of Governors and, as such, Governors' involvement in the key aspects of the risk management process is essential, particularly in setting the parameters of the process and in the review and consideration of the results.

This year has involved continual assessment of the protective measures needed to safeguard our residents and staff from Coronavirus and all other infection, and a careful assessment of current and expected future demands on the charity's reserves resulting from possible lower occupancy rates. We are continuing to work on attracting new residents by improvement of our premises, advertising, and closer cooperation with Social Services and NHS Acute Services.

# West Somerset Home (Blenheim Lodge) Limited

## Governors' Report

### Disclosure of information to auditor

Each Governor has taken steps that they ought to have taken as a Governor in order to make themselves aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information. The Governors confirm that there is no relevant information that they know of and of which they know the auditor is unaware.

### Reappointment of auditor

In accordance with section 485 of the Companies Act 2006, a resolution for the re-appointment of A C Mole as auditors of the charitable company is to be proposed at the forthcoming Annual General Meeting.

### Trustees' responsibilities in relation to the financial statements

The Governors (who are also the directors of West Somerset Home (Blenheim Lodge) Limited for the purposes of company law) are responsible for preparing the Governors' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Governors to prepare financial statements for each financial year. Under company law the Governors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Governors are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, 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 charitable company will continue in business.

The Governors are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the Governors of the charitable company on 19 March 2024 and signed on its behalf by:

.....  
M Currie  
Governor

*M Currie* 19/03/2024



## **West Somerset Home (Blenheim Lodge) Limited**

### **Independent Auditor's Report to the Trustees of West Somerset Home (Blenheim Lodge) Limited**

#### **Opinion**

We have audited the financial statements of West Somerset Home (Blenheim Lodge) Limited (the 'charitable company') for the year ended 30 June 2023, which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows, and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 June 2023 and of its income and expenditure for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice;
- have been prepared in accordance with the requirements of the Charities Act 2011.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## **West Somerset Home (Blenheim Lodge) Limited**

### **Independent Auditor's Report to the Trustees of West Somerset Home (Blenheim Lodge) Limited**

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors Report (included within the Governors' report).

We have nothing to report in respect of the following matters in relation to the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of the trustees**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Our responsibilities for the audit of the financial statements**

The trustees have elected for the financial statements to be audited in accordance with the Charities Act 2011 rather than the Companies Act 2006. Accordingly, we have been appointed under section 144 of the Charities Act 2011, and report in accordance with the Acts and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.



## **West Somerset Home (Blenheim Lodge) Limited**

### **Independent Auditor's Report to the Trustees of West Somerset Home (Blenheim Lodge) Limited**

#### **Identifying and assessing potential risks of material misstatement due to irregularities**

We considered the following when identifying and assessing risks of material misstatement due to irregularities, including fraud and non-compliance with laws and regulations:

- the legal and regulatory framework in which the charitable company operates
- the sector in which the charitable company operates
- the control environment and controls established to mitigate such risks
- the results of our enquiries of management about their identification and assessment of risks of irregularities
- discussions with the audit engagement team about where fraud might occur
- the incentives for fraud.

Laws and regulations which are considered to be significant to the charitable company include those relating to the requirements of financial reporting framework FRS102, the Companies Act 2006, the Charities Act 2011, UK tax legislation, employment law and health and safety. In addition, we consider other laws and regulation which may not directly impact the financial statements but may impact on the operation of the charitable company, such as the Care Quality Commission regulations.

As a result of these procedures we concluded, in accordance with International Auditing Standards, that a risk in relation to the potential for management override of controls existed.

#### **Audit responses to risks identified**

We undertook audit procedures to respond to the risks identified and designed our audit testing to respond to these risks. The additional procedures we undertook included the following:

- gaining an understanding of the charitable company's procedures for ensuring compliance with laws and regulations
- testing the appropriateness of journal entries and other adjustments
- considering whether accounting estimates were indicative of potential bias
- considering whether any transactions arose outside the normal course of business
- making enquiries of management
- corroborating our enquiries through review of Board Minutes and correspondence.

We also communicated relevant laws and regulations and potential fraud risks to all engagement team members and remained alert to any indicators of fraud or non-compliance with laws and regulations throughout the audit.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

A C Mole is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

**West Somerset Home (Blenheim Lodge) Limited**

**Independent Auditor's Report to the Trustees of West Somerset Home (Blenheim Lodge) Limited**

**Use of our report**

This report is made solely to the Charity's trustees, as a body, in accordance with part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the Charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the Charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

A C Mole  
A C Mole (Statutory Auditor)

Stafford House  
Blackbrook Park Avenue  
Taunton  
Somerset  
TA1 2PX

Date: 19th March 2024

# West Somerset Home (Blenheim Lodge) Limited

## Statement of Financial Activities for the Year Ended 30 June 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

*Year ended 30 June 2023*

	Note	Unrestricted £	Restricted £	Total 2023 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	1,636	-	1,636
Charitable activities	4	1,063,658	-	1,063,658
Other trading activities	5	66	-	66
Investment income	6	4,180	-	4,180
Other income	7	331	-	331
Total Income		<u>1,069,871</u>	<u>-</u>	<u>1,069,871</u>
<b>Expenditure on:</b>				
Raising funds		(194)	-	(194)
Charitable activities	8	<u>(1,110,105)</u>	<u>(2,227)</u>	<u>(1,112,332)</u>
Total Expenditure		<u>(1,110,299)</u>	<u>(2,227)</u>	<u>(1,112,526)</u>
Net expenditure before other recognised gains and losses		(40,428)	(2,227)	(42,655)
<b>Other recognised gains and losses</b>				
Gains/losses on investment assets		<u>(3,020)</u>	<u>-</u>	<u>(3,020)</u>
Net movement in funds		(43,448)	(2,227)	(45,675)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>623,110</u>	<u>7,887</u>	<u>630,997</u>
Total funds carried forward	23	<u><u>579,662</u></u>	<u><u>5,660</u></u>	<u><u>585,322</u></u>

Comparative figures for the prior period are shown on the next page.

The notes on pages 18 to 29 form an integral part of these financial statements.

# West Somerset Home (Blenheim Lodge) Limited

## Statement of Financial Activities for the Year Ended 30 June 2023 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

*Year ended 30 June 2022 (comparative figures for the prior period)*

	Note	Unrestricted £	Restricted £	Total 2022 £
<b>Income and Endowments from:</b>				
Donations and legacies	3	7,379	31,690	39,069
Charitable activities	4	854,657	-	854,657
Investment income	6	4,307	-	4,307
Other income	7	1,429	-	1,429
Total Income		<u>867,772</u>	<u>31,690</u>	<u>899,462</u>
<b>Expenditure on:</b>				
Raising funds		(864)	-	(864)
Charitable activities	8	<u>(1,024,061)</u>	<u>(34,624)</u>	<u>(1,058,685)</u>
Total Expenditure		<u>(1,024,925)</u>	<u>(34,624)</u>	<u>(1,059,549)</u>
Net expenditure before other recognised gains and losses		(157,153)	(2,934)	(160,087)
<b>Other recognised gains and losses</b>				
Gains/losses on investment assets		<u>1,724</u>	<u>-</u>	<u>1,724</u>
Net movement in funds		(155,429)	(2,934)	(158,363)
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>778,539</u>	<u>10,821</u>	<u>789,360</u>
Total funds carried forward	23	<u>623,110</u>	<u>7,887</u>	<u>630,997</u>

All of the charitable company's activities derive from continuing operations during the above two periods.

The funds breakdown for 2022 is shown in note 23.



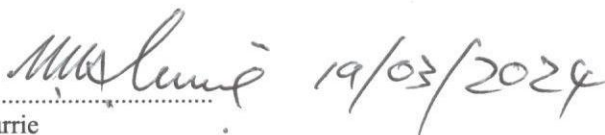
# West Somerset Home (Blenheim Lodge) Limited

(Registration number: 01375789)

Balance Sheet as at 30 June 2023

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	16	308,452	324,115
Investments	17	<u>344,664</u>	<u>344,068</u>
		<u>653,116</u>	<u>668,183</u>
<b>Current assets</b>			
Stocks	18	5,000	4,000
Debtors	19	18,049	22,856
Cash at bank and in hand	20	<u>45,713</u>	<u>63,697</u>
		68,762	90,553
<b>Creditors: Amounts falling due within one year</b>	21	<u>(136,556)</u>	<u>(127,739)</u>
<b>Net current liabilities</b>		<u>(67,794)</u>	<u>(37,186)</u>
<b>Net assets</b>		<u>585,322</u>	<u>630,997</u>
<b>Funds of the charitable company:</b>			
<b>Restricted income funds</b>			
Restricted funds	23	5,660	7,887
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>579,662</u>	<u>623,110</u>
<b>Total funds</b>	23	<u>585,322</u>	<u>630,997</u>

The financial statements on pages 14 to 29 were approved by the Governors, and authorised for issue on 19 March 2024 and signed on their behalf by:

  
 .....  
 M Currie  
 Governor

The notes on pages 18 to 29 form an integral part of these financial statements.

# West Somerset Home (Blenheim Lodge) Limited

## Statement of Cash Flows for the Year Ended 30 June 2023

	Note	2023 £	2022 £
<b>Cash flows from operating activities</b>			
Net expenditure for the reporting period (as per the statement of financial activities)		(45,675)	(158,363)
<b>Adjustments to cash flows from non-cash items</b>			
Depreciation		20,621	22,190
Investment income	6	(4,180)	(4,307)
Unrealised gains/losses on investment assets		3,020	(1,274)
		(26,214)	(141,754)
<b>Working capital adjustments</b>			
(Increase) in stocks	18	(1,000)	-
Decrease/(increase) in debtors	19	4,807	(9,395)
Increase in creditors	21	9,557	21,844
Net cash flows from operating activities		(12,850)	(129,305)
<b>Cash flows from investing activities</b>			
Interest receivable and similar income	6	564	30
Other income from fixed asset investments		3,616	4,277
Purchase of tangible fixed assets	16	(4,958)	(25,013)
Purchase of investments	17	(3,616)	(31,990)
Sale of investments		-	145,721
Net cash flows from investing activities		(4,394)	93,025
<b>Cash flows from financing activities</b>			
(Repayment of) loans and borrowings	21	(740)	(1,827)
Net decrease in cash and cash equivalents		(17,984)	(38,107)
Cash and cash equivalents at 1 July		63,697	101,804
Cash and cash equivalents at 30 June		45,713	63,697

Cash and cash equivalents at the end of the year comprise cash at bank and in hand £45,713 (2022 - £63,697).

All of the cash flows are derived from continuing operations during the above two periods.

The notes on pages 18 to 29 form an integral part of these financial statements.

# **West Somerset Home (Blenheim Lodge) Limited**

## **Notes to the Financial Statements for the Year Ended 30 June 2023**

### **1 Charitable company status**

The charitable company is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding 25 pence towards the assets of the charitable company in the event of liquidation.

The address of its registered office is:

4 Irnham Road  
Minehead  
Somerset  
TA24 5DG

The principal place of business is:

Blenheim Lodge  
North Road  
Minehead  
Somerset  
TA24 5QW

The charity is incorporated in England.

These financial statements were authorised for issue by the Governors on 19 March 2024.

### **2 Accounting policies**

#### **Summary of significant accounting policies and key accounting estimates**

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

#### **Statement of compliance**

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 (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

#### **Basis of preparation**

West Somerset Home (Blenheim Lodge) Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

#### **Public benefit entity**

The charity is a public benefit entity.

#### **Going concern**

The Governors consider that there are no material uncertainties about the charitable company's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charitable company.

#### **Income and endowments**

All income is recognised once the charitable company has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

## **West Somerset Home (Blenheim Lodge) Limited**

### **Notes to the Financial Statements for the Year Ended 30 June 2023**

#### ***Donations***

Donations are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Where appropriate donations are included in a restricted fund and are used for the purpose that the donation was made for.

#### ***Grants receivable***

Grants are recognised when the charitable company has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

#### ***Investment income***

Interest on cash deposits is recognised when received. Dividends are recognised when the dividend has been declared and received.

#### ***Expenditure***

Expenditure is recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

All expenditure is inclusive of VAT.

#### ***Raising funds***

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

#### ***Charitable activities***

Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

#### ***Governance costs***

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including independent examination, strategic management and Governors's meetings and reimbursed expenses.

#### ***Government grants***

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

#### ***Taxation***

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charitable company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

#### ***Tangible fixed assets***

Individual fixed assets costing £250 or more are initially recorded at cost.



## West Somerset Home (Blenheim Lodge) Limited

### Notes to the Financial Statements for the Year Ended 30 June 2023

#### Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life on a straight line basis as follows:

Asset class	Depreciation method and rate
Freehold buildings	2% on relevant cost
Furniture equipment and apparatus	12.5% on cost
Soft furnishings linens and utensils	12.5% on cost

#### Fixed asset investments

Fixed asset investments are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

#### Stock

Stock is valued at the lower of cost and net realisable value, after due regard for obsolete and slow moving stocks. Cost is determined on the first-in, first-out basis.

#### Trade debtors

Trade debtors are amounts due from residents at Blenheim Lodge for accommodation and care services provided in the ordinary course of the charity's operations.

Trade debtors are recognised at the transaction value. A provision for the impairment of trade debtors is established when there is evidence that the charity will not be able to collect all amounts due according to the original terms of the transaction.

#### Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### Trade creditors

Trade creditors are recognised where the charity has a present obligation resulting from a past event that will result in the probable transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are normally recognised at their settlement amount after allowing for any trade discounts due.

#### Fund structure

Unrestricted income funds are general funds that are available for use at the Governors' discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

#### Pensions

The charity operates a defined contribution pension scheme. Contributions are charged in the statement of financial activities as they become payable in accordance with the rules of the scheme.

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 3 Income from donations and legacies

	Unrestricted funds General £	Restricted funds £	Total funds £
Donations and legacies;			
Donations from individuals	636	-	636
Grants, including capital grants;			
Local authority grants	1,000	-	1,000
<b>Total for 2023</b>	<b>1,636</b>	<b>-</b>	<b>1,636</b>
<b>Total for 2022</b>	<b>7,379</b>	<b>31,690</b>	<b>39,069</b>

### 4 Income from charitable activities

	Unrestricted funds General £	Total funds £
Operation of residential care home	1,063,658	1,063,658
<b>Total for 2023</b>	<b>1,063,658</b>	<b>1,063,658</b>
<b>Total for 2022</b>	<b>854,657</b>	<b>854,657</b>

### 5 Income from other trading activities

	Unrestricted funds General £	Total funds £
Local fundraising	66	66
<b>Total for 2023</b>	<b>66</b>	<b>66</b>

### 6 Investment income

	Unrestricted funds General £	Total funds £
Interest receivable and similar income;		
Interest receivable on bank deposits	564	564
Other income from fixed asset investments	3,616	3,616
<b>Total for 2023</b>	<b>4,180</b>	<b>4,180</b>
<b>Total for 2022</b>	<b>4,307</b>	<b>4,307</b>

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 7 Other income

	Unrestricted funds General £	Total funds £
Solar energy incentive income	331	331
<b>Total for 2023</b>	<b>331</b>	<b>331</b>
<b>Total for 2022</b>	<b>1,429</b>	<b>1,429</b>

### 8 Expenditure on charitable activities

	Unrestricted funds General £	Restricted funds £	Total 2023 £	Total 2022 £
Care salaries and NIC	739,368	-	739,368	689,005
Care agency staff	-	-	-	8,113
Management and office salaries and NIC	93,410	-	93,410	102,811
Maintenance salaries and NIC	7,116	-	7,116	6,640
Employer pension contributions	11,544	-	11,544	10,492
Provisions	44,075	-	44,075	40,758
Establishment costs	88,745	-	88,745	81,457
Operating costs	91,773	2,227	94,000	91,154
Depreciation	20,621	-	20,621	22,190
Governance costs (note 9)	13,453	-	13,453	6,065
	<b>1,110,105</b>	<b>2,227</b>	<b>1,112,332</b>	<b>1,058,685</b>

### 9 Analysis of governance and support costs

#### Governance costs

	Unrestricted General £	Total 2023 £	Total 2022 £
Audit fees			
Audit of the financial statements	7,800	7,800	-
Independent examiner fees			
Examination of the financial statements	-	-	1,140
Other fees paid to examiners	300	300	3,840
Accountancy fees	4,020	4,020	-
Companies House fees	13	13	13
Governors and officers indemnity insurance	1,290	1,290	1,042
Printing postage and stationery	30	30	30
	<b>13,453</b>	<b>13,453</b>	<b>6,065</b>

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 10 Net incoming/outgoing resources

Net outgoing resources for the year include:

	2023 £	2022 £
Operating leases - plant and machinery	18,300	14,435
Audit fees	7,800	-
Depreciation of fixed assets	<u>20,621</u>	<u>22,190</u>

### 11 Governors remuneration and expenses

The Governors are proscribed by the memorandum from obtaining any remuneration or other benefit from the Charity. In compliance with the clause no Governors, nor anyone connected with them, have received any remuneration or expenses from the charity during the year.

### 12 Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
<b>Staff costs during the year were:</b>		
Wages and salaries	794,214	753,691
Social security costs	45,680	44,765
Pension costs	<u>11,544</u>	<u>10,492</u>
	<u>851,438</u>	<u>808,948</u>

The monthly average number of persons (including senior management team) employed by the charitable company during the year was as follows:

	2023 No	2022 No
Charitable activities: operation of residential care home	<u>46</u>	<u>46</u>

Contributions to the employee pension schemes for the year totalled £11,544 (2022 - £10,492).

No employee received emoluments of more than £60,000 during the year (2022 - none).

The total employee benefits of the key management personnel of the charitable company (the Senior Management Team) were £41,165 (2022 - £41,129).



# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 13 Independent examiner's remuneration

	2023 £	2022 £
Examination of the financial statements	-	1,140
<b>Other fees to examiners</b>		
All other services	300	3,840

### 14 Auditors' remuneration

	2023 £
Audit of the financial statements (see note 9)	7,800

### 15 Taxation

The company is a registered charity and the Governors are of the opinion that the charitable company is not liable to corporation tax on its income, as all income is solely used for its charitable purposes, in accordance with Section 478 CTA 2010.

### 16 Tangible fixed assets

	Freehold Land and buildings £	Furniture equipment & apparatus £	Soft furnishings linens & utensils £	Total £
<b>Cost</b>				
At 1 July 2022	442,320	319,619	8,365	770,304
Additions	-	4,958	-	4,958
At 30 June 2023	442,320	324,577	8,365	775,262
<b>Depreciation</b>				
At 1 July 2022	200,226	237,598	8,365	446,189
Charge for the year	6,347	14,274	-	20,621
At 30 June 2023	206,573	251,872	8,365	466,810
<b>Net book value</b>				
At 30 June 2023	235,747	72,705	-	308,452
At 30 June 2022	242,094	82,021	-	324,115

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 17 Fixed asset investments

#### Other investments

	Listed investments £	Cash or cash equivalents £	Total £
<b>Cost or Valuation</b>			
At 1 July 2022	343,792	276	344,068
Revaluation	(3,020)	-	(3,020)
Additions	3,615	1	3,616
At 30 June 2023	344,387	277	344,664
<b>Net book value</b>			
At 30 June 2023	344,387	277	344,664
At 30 June 2022	343,792	276	344,068

### 18 Stock

	2023 £	2022 £
Stocks	5,000	4,000

Stocks represent the cost of provisions and other consumables held for use in the charity's day to day operations.

### 19 Debtors

	2023 £	2022 £
Trade debtors	13,495	15,751
Prepayments and accrued income	2,805	3,587
Other debtors	1,749	3,518
	18,049	22,856

### 20 Cash and cash equivalents

	2023 £	2022 £
Cash on hand	591	5,315
Cash at bank	43,673	56,810
Short-term deposits	1,449	1,572
	45,713	63,697

## West Somerset Home (Blenheim Lodge) Limited

### Notes to the Financial Statements for the Year Ended 30 June 2023

#### 21 Creditors: amounts falling due within one year

	2023 £	2022 £
Room fees paid in advance	19,269	12,191
Credit card account	2,669	3,409
Trade creditors	4,122	6,477
Other taxation and social security	3,145	18,311
Accruals	94,095	77,098
Other creditors	13,256	10,253
	<u>136,556</u>	<u>127,739</u>

#### 22 Obligations under leases and hire purchase contracts

##### Operating lease commitments

Total future minimum lease payments due under non-cancellable operating leases are as follows:

	2023 £	2022 £
Within one year	19,599	19,689
Between one and five years	76,371	73,510
After five years	24,112	40,233
Total future minimum lease payments	<u>120,082</u>	<u>133,432</u>

# West Somerset Home (Blenheim Lodge) Limited

## Notes to the Financial Statements for the Year Ended 30 June 2023

### 23 Funds

	Balance at 1 July 2022 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 30 June 2023 £
<b>Unrestricted</b>					
<b>General</b>					
Unrestricted income fund	623,110	1,069,871	(1,110,299)	(3,020)	579,662
<b>Restricted</b>					
Activities Fund	7,887	-	(2,227)	-	5,660
<b>Total funds</b>	<u>630,997</u>	<u>1,069,871</u>	<u>(1,112,526)</u>	<u>(3,020)</u>	<u>585,322</u>

	Balance at 1 July 2021 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 30 June 2022 £
<b>Unrestricted</b>					
<b>General</b>					
Unrestricted income fund	778,539	867,772	(1,024,925)	1,724	623,110
<b>Restricted</b>					
Activities Fund	10,508	-	(2,621)	-	7,887
Lift Fund	313	-	(313)	-	-
Infection Control Fund	-	4,843	(4,843)	-	-
Rapid Testing Fund	-	4,928	(4,928)	-	-
Infection Prevention and Control Fund	-	7,987	(7,987)	-	-
Testing Fund	-	5,675	(5,675)	-	-
Vaccination Fund	-	562	(562)	-	-
Carers Retention Bonus Fund	-	7,695	(7,695)	-	-
<b>Total restricted</b>	<u>10,821</u>	<u>31,690</u>	<u>(34,624)</u>	<u>-</u>	<u>7,887</u>
<b>Total funds</b>	<u>789,360</u>	<u>899,462</u>	<u>(1,059,549)</u>	<u>1,724</u>	<u>630,997</u>



## West Somerset Home (Blenheim Lodge) Limited

### Notes to the Financial Statements for the Year Ended 30 June 2023

#### 23 Funds (continued)

##### Unrestricted funds

The funds of the charity include the following unrestricted funds:

##### *Unrestricted Income Fund*

This fund represents the reserves of the charity that are not held for specific purposes in restricted funds. The fund includes the "free reserves" of the charity, as well as reserves that are not immediately available for use by the charity, represented by fixed assets in the form of freehold property, furniture, equipment and soft furnishings, and by fixed asset investments that are not readily available for use by the charity.

##### Restricted funds

The funds of the charity also include restricted funds comprising unexpended balances of grants and donations held on trusts to be applied for specific purposes. Details of the restricted funds are as follows:

##### *Activities Fund*

This fund is maintained for the purpose of holding funds donated specifically for funding activities for the residents at Blenheim Lodge.

#### 24 Analysis of net assets between funds

##### *At 30 June 2023*

	Unrestricted funds General £	Restricted funds £	Total funds at 30 June 2023 £
Tangible fixed assets	308,452	-	308,452
Fixed asset investments	344,664	-	344,664
Current assets	63,102	5,660	68,762
Current liabilities	(136,556)	-	(136,556)
Total net assets	<u>579,662</u>	<u>5,660</u>	<u>585,322</u>

##### *At 30 June 2022*

	Unrestricted funds General £	Restricted funds £	Total funds at 30 June 2022 £
Tangible fixed assets	324,115	-	324,115
Fixed asset investments	344,068	-	344,068
Current assets	82,666	7,887	90,553
Current liabilities	(127,739)	-	(127,739)
Total net assets	<u>623,110</u>	<u>7,887</u>	<u>630,997</u>

## West Somerset Home (Blenheim Lodge) Limited

### Notes to the Financial Statements for the Year Ended 30 June 2023

#### 25 Analysis of net funds

	At 1 July 2022	Cash flows	At 30 June
	£	£	2023 £
Cash at bank and in hand	<u>63,697</u>	<u>(17,984)</u>	<u>45,713</u>
Net funds (debt)	<u>63,697</u>	<u>(17,984)</u>	<u>45,713</u>

#### 26 Related party transactions

There were no related party transactions in the year.

07350/AS/AC/SJC

25 March 2024

The Governors  
West Somerset Home (Blenheim Lodge) Ltd  
4 Irnham Road  
Minehead  
Somerset  
TA24 5DG



Stafford House,  
Blackbrook Park Avenue,  
Taunton, Somerset TA1 2PX  
Tel (01823) 624450  
[www.acmole.co.uk](http://www.acmole.co.uk)

Dear Sirs

**West Somerset Home (Blenheim Lodge) Ltd**

In accordance with our normal practice, we are writing to draw your attention to various matters which arose during the course of our audit of the charity's accounts for the year ended 30 June 2023.

This letter summarises our audit findings as well as communicating those matters, we are required to set out in writing.

We have completed our audit work satisfactorily and did not encounter any significant difficulties during the audit.

A small number of potential adjustments were identified during our audit. Appendix A lists the unadjusted misstatements identified, except for those considered clearly trivial. You have confirmed that the total of the unadjusted misstatements are not material to the financial statements and that these items will not be adjusted.

A scheduled of the misstatements identified during our audit work which have been adjusted in the financial statements is included in Appendix B.

We do not propose any modifications to our audit opinion and hence will be issuing a clean audit report on the accounts.

During the course of our work we identified that some Governors are not included on the Charity Commission website as Trustees, we would recommend this is updated so all Governors are registered as Trustees with the Commission.

In addition, we identified that prior to new contracts being issued in November 2022, there were no letters available to confirm employees' rates of pay. We would recommend letters are sent to employees, and retained by yourselves, to confirm any changes to pay when a new contract is not issued.

Chartered Accountants • Chartered Tax Advisers • Registered Auditors

Partners: David Perry BSc FCA CTA • Amanda Gunter FCA CTA • Alexandra Shore FCA CTA DChA • Michael Cook BSc FCA • Robert Selley BSc FCCA

Associate Partners: Rebecca Oatley FCA CTA TEP • Sarah Twist FCA DChA • Adam Knight FCA

Registered to carry on audit work in the UK and regulated for a range of investment business activities by the Institute of Chartered Accountants in England and Wales.  
Details about our audit registration can be viewed at [www.auditregister.org.uk](http://www.auditregister.org.uk) under reference number C005392366.

Finally, we note the Articles of Association state that accounts should be approved by the Board at a general meeting, with notice of the meeting and a copy of accounts issued at least 21 days prior to the meeting. These requirements were not met this year. Going forward we would suggest that the Articles are updated or complied with, to ensure that Company law is followed. We also note that the Articles stipulate that two Governors are considered a quorum – meaning that any two Governors acting together can make legally binding decisions. This does appear quite low given the size of the Board, and we would note that best practice would be for quorum to be higher than currently set out in the Articles.

As you are aware from our letter of engagement, our audit procedures were directed towards testing the accounting systems in operation upon which we have based our assessment of the accounts. We have not identified any issues in this respect. Our work is not designed to provide a full and accurate reflection of all weaknesses that may be present in your system.

Please note that this report has been prepared for the sole use of West Somerset Home (Blenheim Lodge) Ltd. It must not be disclosed to third parties, quoted or referred to, without our prior written consent. No responsibility is assumed by us to any other person.

The purpose of the audit was to enable us to express an opinion on the financial statements. The audit included consideration of internal controls relevant to the preparation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal controls. The matters reported above are limited to those deficiencies that the auditor has identified during the audit and that the auditor has concluded are of sufficient importance to merit being reported to those charged with governance.

We would like to take this opportunity of expressing our thanks to your staff for their assistance during the course of our audit.

If we can be of any further assistance, please contact Alexandra Shore.

Yours faithfully

A handwritten signature in dark ink, appearing to read 'A Shore', written in a cursive style.



**West Somerset Home (Blenheim Lodge) Ltd**  
**List of Audit Adjustments**  
**Year Ended 30 June 2023**

**Appendix A – UNADJUSTED MISSTATEMENTS**

	Description	Accounting Entry		Profit & Loss	Balance Sheet
		Dr £	Cr £	£	£
1	Investments	1,449			1,449
	Cash at Bank		1,449		(1,449)
	<i>Being Transact cash included in cash at bank</i>				
2	Gain/Loss on Investments	1,456		(1,456)	
	Investments		1,456		(1,456)
	<i>Being investments valued at mid-market price as opposed to bid price</i>				
	<b>Total of unadjusted errors</b>	<b>2,905</b>	<b>2,905</b>	<b>(1,456)</b>	<b>(1,456)</b>

**Appendix B – ADJUSTED MISSTATEMENTS**

	Description	Accounting Entry		Profit & Loss	Balance Sheet
		Dr £	Cr £	£	£
1	Audit fee	7,800		7,800	
	Accruals		7,800		7,800
	<i>Being accrual for A C Mole audit</i>				
	<b>Total of adjusted errors</b>	<b>7,800</b>	<b>7,800</b>	<b>7,800</b>	<b>7,800</b>