

Charity number: 292859

Henley Municipal Charities

comprising

Henley-on-Thames Almshouses Charity No 292855

Henley-on-Thames Relief in Need Charity No 292856

The Stevens Hart and Municipal Educational Charity No 292857

Henley-on-Thames Bridge Charity No 292858

Henley-on-Thames Church Charity No 292859

Trustees' Report and Financial Statements

For the year ended 31 March 2023

Henley Municipal Charities

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Henley Municipal Charities

Reference and administrative details of the charity, its trustees and advisers

For the year ended 31 March 2023

Trustees – Henley Municipal Charities

Ex-Officio

Cllr Ms S Miller (Town Mayor) (appointed May 2023 and resigned September 2023)

Cllr Ms M Thomas (Town Mayor) (appointed May 2022 and retired May 2023)

Rev J Tayler

Nominative

Dr R I Tomlins

Cllr Miss K Hinton

Cllr Ms J Robb

Co-optative

Mrs G M Ovey

Mr D A Tate

Mr M N Forsdike (Deputy Chairman)

Dr P A Ashby

Mr T A Stubbs (Chairman)

Mr G Thomas

Mrs C Miles-Kingston

Mrs A Collins

Clerk

Miss W A Bowsher

Treasurer

Mr A Bunce CA

Charities registered numbers

292855

292856

292857

292858

292859

Principal office

Office to the rear of 24 Hart Street

Henley-on-Thames

Oxon

RG9 2AU

Auditors

Kreston Reeves LLP

Chartered Accountants

Registered Auditors

Montague Place

Quayside

Chatham Maritime

Kent

ME4 4QU

Henley Municipal Charities

Reference and administrative details of the charity, its trustees and advisers (continued)

For the year ended 31 March 2023

Bankers

Lloyds Bank plc
1 Reading Road
Henley-on-Thames
Oxon
RG9 1AE

Solicitors

Clarkslegal
One Forbury Square
The Forbury
Reading
Berkshire
RG1 3EB

Henley Municipal Charities

Trustees' report

For the year ended 31 March 2023

The Trustees present their annual report together with the audited financial statements of the charity for the year ended 31 March 2023.

Structure, governance and management

a. Constitution

The Henley Municipal Charities and the Henley-on-Thames Church Charity are both governed by a Scheme dated 3 July 1984. They are managed on a unified basis.

The Henley Municipal Charities comprises the following individual charities:
Henley-on-Thames Almshouses Charity (No 292855) (The Almshouse Charity)
Henley-on-Thames Relief in Need Charity (No 292856) (The Relief in Need Charity)
The Stevens Hart and Municipal Educational Charity (No 292857) (The Educational Charity)
Henley-on-Thames Bridge Charity (No 292858) (The Bridge Charity)
The Henley-on-Thames Church Charity (No 292859)

b. Method of appointment or election of Trustees

The Scheme incorporates details of the historic charities forming the basis of today's 5 Charities.

The areas of benefit covered by the Charities are the ecclesiastical boundaries of the parishes of Bix and Rotherfield Greys and the civic boundaries of the town of Henley-on-Thames.

The Board of Trustees consists of 13 persons being 2 ex officio, 3 nominative and 8 co-optative Trustees.

The ex-officio Trustees (2) are the Town Mayor of Henley-on-Thames and the Rector of the ecclesiastical parish of St Mary the Virgin, Henley-on-Thames. In May 2022, Cllr Ms M Thomas became ex-officio Trustee when elected as Town Mayor and continued to serve until her retirement in May 2023. Cllr Ms S Miller became an ex officio Trustee when elected as Town Mayor in May 2023.

The nominative Trustees (3) are appointed for a 4 year term by the town council of Henley-on-Thames and the parish councils of Bix and Rotherfield Greys. Cllr Ms K Hinton was re-appointed as Henley nominative Trustee.

The co-optative Trustees (8) are appointed by the Board of Trustees for a 5 year term each. Every effort is made by the Board to ensure serving Trustees offer a relevant skill to create a balanced Board capable of administering the requirements of the Scheme in an efficient and timely manner. Past experience shows that local knowledge of potential Trustees has served the Board extremely well over its history.

New Trustees are given details of the Charities in an introductory letter, information pack and may seek further information and guidance at any time thereafter if required from the Chairman, a fellow Trustee or the Clerk.

Trustees meet on a monthly basis where possible and each January elections for the position of Chairman and Deputy Chairman are held. In January 2023, after a ten year period of Chairmanship Mr M N Forsdike stepped down. The Trustees recorded their grateful thanks for the steadfast leadership and guidance of Mr M N Forsdike. The Trustees elected Mr T Stubbs unanimously to the position of Chairman and Mr M N Forsdike was unanimously appointed Deputy Chairman to provide support in succession. A quorum for each monthly meeting is 5 Trustees.

Henley Municipal Charities

Trustees' report (continued)

For the year ended 31 March 2023

c. Organisational structure and decision making

Properties administered by the Board of Trustees within the town of Henley-on-Thames include 23 almshouses located at Church Avenue, Vicarage Road and Western Close and commercial properties namely the retail unit/offices and residential flat at 24 Hart Street; the retail unit and residential flat at 25 Market Place and the public house known as the Angel on the Bridge.

Day to day administration is carried out by the Clerk (sole employee) with responsibility for carrying out the decisions made by the Board of Trustees, managing the maintenance, repairs and requirements of the almshouse properties, and liaising with the maintenance contractor. As and when necessary the Clerk works with the Chairman and Deputy Chairman under delegated powers granted by the Board.

Trustees have a rota to ensure one or more Trustees visit each resident once a month to ensure all maintenance problems are reported and that the general well-being of residents is monitored.

Risk management

The Trustees have identified the following major risks to which the charities are exposed:

- Damage to buildings and property/Collapse of property market
A large proportion of the Charity's income is derived from its investment in commercial property, consisting of retail units, public house and restaurant, office premises and flats in Henley-on-Thames.

It is a central objective of the Trustees to optimise the rental income from these properties whilst keeping them in a good state of repair. The rental market has remained stable in Henley-on-Thames and we expect this to be sustained in the immediate future.

Where new tenants are sought Trustees endeavour to ensure that the tenant has good financial strength. Where appropriate Trustees will request a rent deposit and in some cases a guarantor may be requested.

Loss of rent insurance is in place for all commercial properties.

- Financial management
Trustees approve all expenditure at monthly meetings. Budgets are prepared annually and monitored on a monthly basis. Quarterly management accounts are approved by Trustees. Duties are segregated to mitigate the risk of fraud or other irregularities.
- Lack of tenants causing a loss in rental income
Vacancies are kept to a minimum during refurbishment programmes. Vacancies are advertised and residents placed in accommodation as soon as practicable.
- Investment risk on the COIF and Courtiers investments
An ethical investment portfolio is managed by CCLA, one of the UK's largest charity fund managers and Courtiers Investment Services. The portfolios are diversified to reduce the charity's risk.

The Trustees are satisfied that all of these risk areas have been addressed and adequate systems are in place to mitigate any losses.

Henley Municipal Charities

Trustees' report (continued)

For the year ended 31 March 2023

Policies and objectives

The 5 Charities encompassed by the working title of Henley Municipal Charities form the "workload" for the Trustees with the Almshouse Charity taking the major role.

Almshouse Charity to provide a quality standard of almshouse for applicants by way of a continuing programme of upgrade/refurbishment of almshouses as and when available. Residents shall be poor persons of good character who (except in special cases to be approved by the Charity Commission) are resident in the areas of benefit at the time of appointment.

Relief in Need to apply the income of the Charity in relieving either generally or individual persons resident in the area of benefit who are in conditions of need, hardship and distress by making grants of money providing or paying for items, services or facilities calculated to reduce the need, hardship and distress of such persons.

Educational Charity to promote education (including social and physical training) of children and young persons who are resident in the areas of benefit and who are in need of financial assistance including among other subjects awards for scholarships, exhibitions, bursaries, purchase of books, outfits, clothing, tools, instruments to assist in the pursuit of their education, a trade, a profession or occupation. Also to provide special benefits of any kind not normally provided by the local education authority.

Bridge Charity to apply the remaining 50% of income remaining after requisite payments for administration expenses and to the Church Charity for the benefit of the almshouse residents or for a charitable purpose within the area of benefit as thought fit by the Trustees.

Church Charity to pay 50% of the annual income derived from the property at 25 Market Place to the Parochial Church Council of the Parish Church of St Mary the Virgin, Henley-on-Thames for use in the upkeep and repair of the Church and the maintenance of services therein.

Strategies for achieving objectives

The Trustees will continue to apply the charity's income to the objectives as described above.

Achievements and performance

a. Review of activities

Activities/achievements

- While the pandemic passed to a more workable level, the cost of living crisis and cold winter affected many almshouse residents as well as those in the community. The Charities worked hard to support all almshouse residents to ensure they were receiving relevant support and that they had sufficient funds for food and heating.
- During the year all almshouse residents completed a periodic financial review. This brought to light two households that no longer met the Charities criteria and in consultation with the residents they were asked to leave. Full support was given throughout to find the residents other suitable accommodation. The properties were renovated and are now occupied by new residents.
- All commercial and residential properties were occupied and maintained to a high standard.

Henley Municipal Charities

Trustees' report (continued)

For the year ended 31 March 2023

- The 1-3 Duke Street sub-committee continues to manage the conclusion of the long lease of 1-3 Duke Street due to end in the summer of 2024 and also continues to work towards the best optimisation of the property for the benefit to the Charities.
- In the autumn, at the Burgess Homes of Rest all new double glazed windows were fitted and proved to be highly beneficial for the residents during the cold winter and continuing to help the environment.
- Local primary and secondary schools, college and individuals continued to be supported through grant giving for vital equipment to support pupil's online learning where funding had not been provided elsewhere.
- A summer boat trip was arranged for the almshouse residents, with many residents who had not been able to socialise previously enjoyed the occasion very much. In the winter it was a pleasure to hold the almshouse resident's luncheon face to face in the Chantry House with Toad Hall Garden Centre generously providing the table decorations, Berries Coffee Shop providing the coffee and Pavilion Foods serving a delightful luncheon enjoyed by all.
- In direct relation to the cost of living crisis the Charities' worked with the Henry Smith Charity who enabled a significantly higher grant award in recognition of the Charities' Relief in Need work carried out in the community. For the first time the Charities granted a total of £9,600 to Almshouse residents distributed in two levels for those in the greatest need based on savings. The two single occupancy grant amounts were £300 or £450 and double occupancy £500 or £750.
- Further Relief in Need grants made to the community included an individual grant of £400 to buy a specialist bed, an individual received a grant of £630 towards Pre-School provision, two individual grants of £543.79 and £300 towards heating and an individual received respite pre-school provision of £240. The Henley Lions Club Christmas Parcels Fund received a higher grant of £2,500 in recognition of the increased demand to support more families.
- Grants were made from the Education Fund to Nettlebed Community School, £1,500 to Shiplake Church of England Primary School, £966.85 to Valley Road School £100.
- The Bridge Charity awarded grants to the Henley Youth Festival, £1,000, Henley & District Handibus, £50 and Henley Junior Choral Society, £800.

Finance and reserves

- At the annual review of almshouse maintenance contributions increases were stabilised in accordance with recognised levels of improvements and more in line with the Fair Rent Officer's rent valuations
- Funds were retained in the Bridge Charity to allow broader grant giving in line with the constitution

b. Investment policy and performance

The Charities' objective for the investment of funds is to apply such funds so as to achieve a balance between income generation and capital growth over the longer term, consistent with the degree of risk considered acceptable by the Trustees. Accordingly, funds are invested in COIF and Courtiers Investment which are considered to provide an adequate spread of risk and an acceptable return and are monitored regularly by trustees. All investments are used to generate income to meet the Charities' objectives. Details of the charities' investment income are shown on page 19. All investments are in COIF or Courtiers Investment products. Further information about the investment properties is given in note 14.

Henley Municipal Charities

Trustees' report (continued)

For the year ended 31 March 2023

c. Fundraising activities

The Charities (Protection and Social Investment) Act 2016 introduced new regulations in respect of a charities fundraising activities.

The charity is not involved in fundraising either directly or by anyone acting on its behalf. There is no requirement to conform to recognised fundraising standards as the charity does not engage professional fundraisers or fundraise on its own behalf. Therefore, there have been no failures to comply with the standard and no fundraising complaints have been notified to trustees. In addition, the public, including vulnerable people have not had unreasonable intrusion into their privacy, unreasonably persistent approaches or undue pressure to give.

Financial review

Reserves policy

The trustees have set up several designated repair and maintenance funds in order to ensure that enough reserves are available to enable the charities to carry out their objectives into the foreseeable future.

During the year the trustees reviewed the current refurbishment programme for almshouses and agreement was reached that the annual funding of the designated reserves was adequate and should be maintained at current levels, £3,000 per month to the Extraordinary Repairs Fund and £1,000 per month to the Cyclical Maintenance Fund and the Routine Upkeep Fund. A further review to be undertaken in January 2024.

At 31 March 2023 designated funds amounted to £349,045 and together with future monthly contributions of £5,000 these were considered by the trustees to be adequate considering the current refurbishment programme.

In addition, the almshouse charity has general reserves of £7,147,721 the majority of which are held as investments, split between investment properties and two share portfolio's. These are detailed in notes 14 and 15 to the accounts and consist of investment properties situated in Henley on Thames and ethical investment portfolio's managed by CCLA and Courtiers investment Services Limited.

Plans for the future

Future developments

The continuing objective of the Trustees is to provide a quality standard of accommodation for almshouse residents. Investigations will continue to be carried out in order to replace the windows at the Church Avenue almshouses to provide longevity, improved insulation, reduced energy usage and in turn helping the environment while maintaining the beautiful historic buildings.

Trustees' responsibilities

The Trustees are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Henley Municipal Charities

Trustees' report (continued)

For the year ended 31 March 2023


The law applicable to charities in England & Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:


- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in operation.

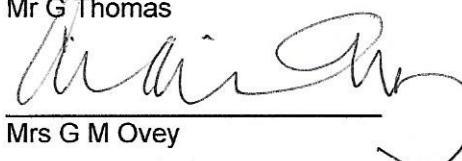
The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees of Henley Municipal Charities on 25 September 2023

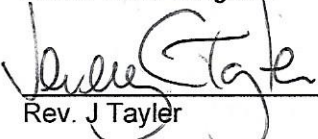

Mr T A Stubbs (Chairman)


Dr R I Tomlins



Mr G Thomas

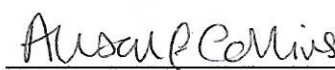

Mrs G M Ovey

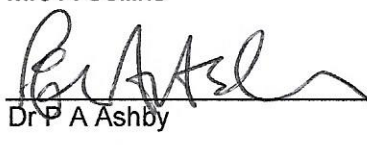

Mrs C Miles-Kingston


Rev. J Tayler

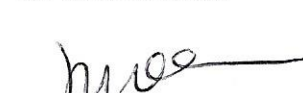

Mr M N Forsdike Deputy Chairman)


Mr D A Tate


Mrs A Collins


Dr P A Ashby


Cllr Miss K Hinton


Cllr Ms J Robb

Independent Auditor's Report to the Trustees of Henley Municipal Charities

Opinion

We have audited the financial statements of Henley Municipal Charities (the 'Charity') for the year ended 31 March 2023 which comprise the Statement of Financial Activities, the Balance sheet, the Statement of cash flows and the related notes, 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).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 31 March 2023 and of its income and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- 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 charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council'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 Charity'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 other information comprises the information included in the Annual report other than the financial statements and our Auditor's report thereon. The Trustees are responsible for the other information contained within the Annual report. 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. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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.

Independent Auditors' Report to the Trustees of Henley Municipal Charities (continued)

Matters on which we are required to report by exception

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

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; 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 are responsible for the preparation of the financial statements which 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 charity'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 charity or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Capability of the audit in detecting irregularities, including fraud

Based on our understanding of the charity and the sector as a whole, and through discussion with the Trustees and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to health and safety, anti-bribery and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities SORP (FRS 102) Second Edition (released October 2019), and other relevant charity legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated Trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks related to posting inappropriate journal entries to increase revenue or reduce expenditure, management bias in accounting estimates and judgemental areas of the financial statements such as the valuation of investment properties. Audit procedures performed by the engagement team included:

- Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud; and
- Assessment of identified fraud risk factors; and
- Challenging assumptions and judgements made by management in its significant accounting estimates; and
- Performing analytical procedures to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
- Reading minutes of meetings of those charged with governance; and
- Review of significant and unusual transactions; and
- Identifying and testing journal entries, in particular any manual entries made at the year-end for financial statement preparation.

Independent Auditors' Report to the Trustees of Henley Municipal Charities (continued)

Auditor's responsibilities for the audit of the financial statements (continued)

There are inherent limitations in the audit procedures described above and the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely we would become aware of it. Also, the risk of not detecting a material misstatement due to fraud is higher than the risk of not detecting one resulting from error, as fraud may involve deliberate concealment by, for example, forgery or intentional misrepresentations, or through collusion.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the charity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- Conclude on the appropriateness of the Trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our Auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our Auditor's report. However, future events or conditions may cause the charity to cease to continue as a going concern.
- Evaluate the overall presentation, structure, and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

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 its Trustees, as a body, for our audit work, for this report, or for the opinions we have formed.



Kreston Reeves LLP
Chartered Accountants
Statutory Auditor
Montague Place
Quayside
Chatham Maritime
Chatham
Kent
ME4 4QU
Date: 21 November 2023

Kreston Reeves LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Statement of Financial Activities for the Year ended 31 March 2023

	<u>Note</u>	(Unrestricted Funds)					<u>Total</u>	<u>Comparative 21/22</u>
		<u>Part 1 Almshouses Charity</u>	<u>Part 2 Relief in Need</u>	<u>Part 3 Educational Charity</u>	<u>Part 4 Bridge Charity</u>	<u>Part 5 Church Charity</u>		
Income and endowments:								
<i>Donations and Legacies</i>								
Donations Receivable		-	11,300.00	-	-	-	11,300.00	4,025
<i>Charitable Activities</i>								
Almshouse Contributions		150,011.09	-	-	-	-	150,011.09	145,831
<i>Investment Income</i>								
Rents Receivable	2	186,281.64	-	-	35,540.70	35,540.70	257,363.04	237,068
Other Investment Income	2	24,157.48	8,698.13	6,512.07	34,610.15	1,326.10	75,303.93	64,456
Total Income		<u>360,450.21</u>	<u>19,998.13</u>	<u>6,512.07</u>	<u>70,150.85</u>	<u>36,866.80</u>	<u>493,978.06</u>	<u>451,380</u>
Expenditure:								
<i>Costs of Raising Funds</i>								
Investment Management Costs	3	10,056.64	-	-	2,862.85	2,862.85	15,782.34	82,600
<i>Expenditure on Charitable Activities</i>	4	192,678.69	14,213.79	2,566.35	1,850.00	-	211,308.83	170,144
Total Expenditure		<u>202,735.33</u>	<u>14,213.79</u>	<u>2,566.35</u>	<u>4,712.85</u>	<u>2,862.85</u>	<u>227,091.17</u>	<u>252,744</u>

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Statement of Financial Activities for the Year ended 31 March 2023 (Cont....)

	(Unrestricted Funds)						
	Part 1	Part 2	Part 3	Part 4	Part 5		Comparative
<u>Note</u>	<u>Almshouses</u>	<u>Relief in</u>	<u>Educational</u>	<u>Bridge</u>	<u>Church</u>	<u>Total</u>	<u>21/22</u>
	<u>Charity</u>	<u>Need</u>	<u>Charity</u>	<u>Charity</u>	<u>Charity</u>		
Net income/(expenditure) and net movement in funds before gains and losses on investments	157,714.88	5,784.34	3,945.72	65,438.00	34,003.95	266,886.89	198,636
Net gains/(losses) on investment assets	(68,215.01)	(12,863.44)	(10,622.86)	(54,344.94)	(1,277.03)	(147,323.28)	1,121,902
Net income/(expenditure)	89,499.87	(7,079.10)	(6,677.14)	11,093.06	32,726.92	119,563.61	1,320,538
Gross transfers between Funds	-	-	-	-	-	-	-
	89,499.87	(7,079.10)	(6,677.14)	11,093.06	32,726.92	119,563.61	1,320,538
Other recognised gains							
Gains/(losses) on revaluation of fixed assets for charity's own use	-	-	-	-	-	-	1,133,125
Net movements in Funds	89,499.87	(7,079.10)	(6,677.14)	11,093.06	32,726.92	119,563.61	2,453,663
Reconciliation of Funds							
Total Funds brought forward	13,522,266.29	312,816.86	226,786.28	2,497,027.25	30,668.20	16,589,564.88	14,135,902
TOTAL FUNDS Carried Forward	13,611,766.16	305,737.76	220,109.14	2,508,120.31	63,395.12	16,709,128.49	16,589,565

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Balance Sheet as at 31 March 2023

	<u>Note</u>	<u>Part 1 Almshouses Charity</u>	<u>Part 2 Relief in Need</u>	<u>Part 3 Educational Charity</u>	<u>Part 4 Bridge Charity</u>	<u>Part 5 Church Charity</u>	<u>Total</u>	<u>Comparative 21/22</u>
FIXED ASSETS								
Tangible Assets	14	6,188,125.00	-	-	-	-	6,188,125.00	6,188,125
Investment Properties	14	5,151,875.00	-	-	1,300,000.00	-	6,451,875.00	6,451,875
Investments	15	1,728,894.44	247,320.43	204,241.73	1,044,869.54	24,552.92	3,249,879.06	3,397,189
Total fixed assets		13,068,894.44	247,320.43	204,241.73	2,344,869.54	24,552.92	15,889,879.06	16,037,189
CURRENT ASSETS								
Debtors		11,251.86	2,042.50	1,583.10	8,395.24	342.15	23,614.85	23,235
Cash at bank								
Current Accounts		190,114.59	-	-	-	-	190,114.59	91,223
Deposit Accounts - General		390,168.50	56,374.83	14,284.31	165,358.03	49,002.55	675,188.22	515,012
- Rent Deposits		14,525.39	-	-	2,504.38	2,504.38	19,534.15	14,500
Total current assets		606,060.34	58,417.33	15,867.41	176,257.65	51,849.08	908,451.81	643,970
LIABILITIES								
Creditors amounts falling due within one Year								
Rents Received in Advance		(38,730.55)	-	-	(10,502.50)	(10,502.50)	(59,735.55)	(54,948)
Rent Deposits		(14,525.39)	-	-	(2,504.38)	(2,504.38)	(19,534.15)	(14,500)
Taxation and Social Security		-	-	-	-	-	-	-
Sundry Creditors		(9,932.68)	-	-	-	-	(9,932.68)	(22,146)
		(63,188.62)	-	-	(13,006.88)	(13,006.88)	(89,202.38)	(91,594)
NET CURRENT ASSETS		542,871.72	58,417.33	15,867.41	163,250.77	38,842.20	819,249.43	552,376
TOTAL ASSETS LESS CURRENT LIABILITIES		13,611,766.16	305,737.76	220,109.14	2,508,120.31	63,395.12	16,709,128.49	16,589,565

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Balance Sheet as at 31 March 2023 (Cont....)

	<u>Note</u>	<u>Part 1</u> <u>Almshouses</u> <u>Charity</u>	<u>Part 2</u> <u>Relief in</u> <u>Need</u>	<u>Part 3</u> <u>Educational</u> <u>Charity</u>	<u>Part 4</u> <u>Bridge</u> <u>Charity</u>	<u>Part 5</u> <u>Church</u> <u>Charity</u>	<u>Total</u>	<u>Comparative</u> <u>21/22</u>
CHARITY FUNDS								
Unrestricted Funds								
Expendable Endowment Fund	16	6,115,000.00	-	-	-	-	6,115,000.00	6,115,000
Designated Funds	16	349,044.86	-	-	-	-	349,044.86	398,976
General Reserves	16	7,147,721.30	305,737.76	220,109.14	2,508,120.31	63,395.12	10,245,083.63	10,075,589
TOTAL FUNDS		<u>13,611,766.16</u>	<u>305,737.76</u>	<u>220,109.14</u>	<u>2,508,120.31</u>	<u>63,395.12</u>	<u>16,709,128.49</u>	<u>16,589,565</u>

Approved by the trustees on 25th September 2023 and signed on their behalf by:



 Mr T A Stubbs (Chairman)

Notes to the Accounts as at 31 March 2023

NOTE 1 Accounting Policies

(i) Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

The financial statements have been prepared in accordance with the Charities Act 2011, the Charities Statement of Recommended Practice (FRS 102), and FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland.

The Trust constitutes a public benefit entity as defined by FRS 102.

(ii) Funds structure

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. These funds have been established mostly under schemes of the Charity Commissioners and are provided for the maintenance, repair, improvement or rebuilding of the almshouses and other properties.

Endowment funds which the trustees are legally prevented from spending, must remain intact as part of their capital. The endowments have been invested to provide income for the charities' activities. The funds comprise permanent endowments of the respective charities.

Further details of each fund are disclosed in note 16.

(iii) Income recognition

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

Donations are recognised when the charity has been notified in writing of both the amount and settlement date.

Legacy gifts are recognised on a case to case basis following the granting of probate when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

Charitable income represents maintenance contributions receivable in respect of the almshouses. Income is recognised in the period to which it relates.

Rents receivable on the commercially let investment properties is included on an accruals basis.

Other income is included on an accrual basis. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. Interest on funds held on deposit are included on notification of the interest paid or payable by the deposit taker.

(iv) Expenditure recognition

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis.

All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the statement of financial activities. For more information on this allocation refer to note (vi) below.

Grants payable in furtherance of the charity's objects are included in the accounts when the offer is conveyed to the beneficiary.

(v) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

Notes to the Accounts as at 31 March 2023 (Cont....)

NOTE 1 Accounting Policies (Cont....)

(vi) Allocation of support and governance costs

Support costs have been differentiated between governance costs and other support costs.

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice.

These costs include costs related to statutory audit together with an apportionment of overhead and support costs relating to trustee meetings.

Governance costs and support costs relating to charitable activities have been allocated to the provision of almshouses (note 9).

(vii) Tangible fixed assets, investment properties and depreciation

Tangible fixed assets are included in the accounts on the following basis of valuation:

Almshouses:	Existing use value for social housing
Investment properties:	Open market value subject to existing lease

Tangible fixed assets are revalued at five yearly intervals, although material changes to asset valuations are adjusted in the interim period, if they occur.

No depreciation is written off tangible fixed assets.

Expenditure on fixtures, fittings and equipment below a de minimis of £3000 are not capitalised.

Improvements to almshouses are written off in the year of expenditure as these are not considered to increase the existing use value for social housing.

(viii) Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The Statement of Financial Activities includes the net gains and losses arising on revaluation and disposals throughout the year.

(ix) Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

(x) Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

(xi) Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance Sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Charity anticipates it will pay to settle the debt or the amount it has received in advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of Financial Activities as a finance cost.

(xii) Financial Instruments

The Charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

Notes to the Accounts as at 31 March 2023 (Cont....)

NOTE 1 Accounting Policies (Cont....)

(xiii) Going Concern

The Trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the Charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the Charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the Charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

(xiv) Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

The Charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Tangible fixed assets

The Charity has recognised tangible fixed assets with a carrying value of £12,640,000 at the reporting date (see note 14) These assets are stated at their market value less provision for impairment. The Charity's accounting policy sets out the approach to calculating depreciation for immaterial assets acquired. For material assets such as land and buildings the Charity determines at acquisition reliable estimates for the useful life of the asset, its residual value and decommissioning costs. These estimates are based upon such factors as the expected use of the acquired asset and market conditions. At subsequent reporting dates the Trustees consider whether there are any factors such as technological advancements or changes in market conditions that indicate a need to reconsider the estimates used.

Where there are indicators that the carrying value of tangible assets may be impaired the Charity undertakes tests to determine the recoverable amount of assets. These tests require estimates of fair value of assets less the cost to sell and their value in use. Wherever possible the estimate of fair value of assets is based upon observable market prices less incremental cost of disposing of the asset. The value in use calculation is based upon a discounted cash flow model, based upon the Charity's forecasts for the foreseeable future which do not include any restructuring activities that the Charity is not yet committed to or significant future investments that will enhance the asset's performance. The recoverable amount is most sensitive to the discount rate used for the discounted cash flow model as well expected future cash flows and growth rate used for extrapolation purposes.

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

	<u>Part 1</u> <u>Almshouses</u> <u>Charity</u>	<u>Part 2</u> <u>Relief in</u> <u>Need</u>	<u>Part 3</u> <u>Educational</u> <u>Charity</u>	<u>Part 4</u> <u>Bridge</u> <u>Charity</u>	<u>Part 5</u> <u>Church</u> <u>Charity</u>	<u>Total</u>	<u>Comparative</u> <u>21/22</u>
NOTE 2 Investment Income							
Rents receivable:							
The Angel Hotel	134,500.00	-	-	-	-	134,500.00	131,598
24 Hart Street - Front shop	26,986.58	-	-	-	-	26,986.58	26,000
-Flat	12,470.50	-	-	-	-	12,470.50	12,000
- Rear Offices	7,000.00	-	-	-	-	7,000.00	6,717
-Garden	900.00	-	-	-	-	900.00	900
1,3 & 5 Duke Street	180.00	-	-	-	-	180.00	180
25 Market Place - Shop	-	-	-	25,729.17	25,729.17	51,458.34	42,813
-Flat	-	-	-	9,510.00	9,510.00	19,020.00	11,620
Insurance rechargeable to Tenants	4,244.56	-	-	301.53	301.53	4,847.62	5,240
	<u>186,281.64</u>	<u>-</u>	<u>-</u>	<u>35,540.70</u>	<u>35,540.70</u>	<u>257,363.04</u>	<u>237,068</u>
Other Income							
Dividends-UK-listed	16,281.15	7,560.03	6,243.19	31,939.24	750.53	62,774.14	61,681
Deposit Interest	7,487.42	1,138.10	268.88	2,670.91	575.57	12,140.88	531
Interest on Late Payment of Rent etc	-	-	-	-	-	-	1,855
Wayleave - SEB	388.91	-	-	-	-	388.91	389
	<u>24,157.48</u>	<u>8,698.13</u>	<u>6,512.07</u>	<u>34,610.15</u>	<u>1,326.10</u>	<u>75,303.93</u>	<u>64,456</u>

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

	<u>Note</u>	<u>Part 1 Almshouses Charity</u>	<u>Part 2 Relief in Need</u>	<u>Part 3 Educational Charity</u>	<u>Part 4 Bridge Charity</u>	<u>Part 5 Church Charity</u>	<u>Total</u>	<u>Comparative 21/22</u>
Costs of Generating Funds								
NOTE 3 Investment Management Costs								
Insurance		5,248.84	-	-	669.35	669.35	6,587.54	8,874
Professional Fees		3,779.00	-	-	-	-	3,779.00	20,448
Investment Property Repairs		1,028.80	-	-	2,193.50	2,193.50	5,415.80	52,601
Other Expenses		-	-	-	-	-	-	677
		<u>10,056.64</u>	<u>-</u>	<u>-</u>	<u>2,862.85</u>	<u>2,862.85</u>	<u>15,782.34</u>	<u>82,600</u>
Charitable Expenditure								
NOTE 4 Expenditure on Charitable Activities								
Grants Payable in furtherance of Charity's Objects	5	-	14,213.79	2,566.35	1,850.00	-	18,630.14	58,928
Costs of Activities in furtherance of Charity's Objects								
- Almshouse Expenses	6	140,549.03	-	-	-	-	140,549.03	63,057
Governance and Support Costs	7	52,129.66	-	-	-	-	52,129.66	48,159
		<u>192,678.69</u>	<u>14,213.79</u>	<u>2,566.35</u>	<u>1,850.00</u>	<u>-</u>	<u>211,308.83</u>	<u>170,144</u>

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

	<u>Note</u>	<u>Part 1 Almshouses Charity</u>	<u>Part 2 Relief in Need</u>	<u>Part 3 Educational Charity</u>	<u>Part 4 Bridge Charity</u>	<u>Part 5 Church Charity</u>	<u>Total</u>	<u>Comparative 21/22</u>
Charitable Expenditure (Cont....)								
NOTE 5 Grants Payable in furtherance of Charities Objects								
Parochial Church Council - St. Mary The Virgin		-	-	-	-	-	-	30,000
Educational Grants								
Badgemore Primary School		-	-	-	-	-	-	1,787
Gillotts School		-	-	(0.50)	-	-	(0.50)	1,308
Nettlebed Community School		-	-	1,500.00	-	-	1,500.00	-
Shiplake Church of England Primary School		-	-	966.85	-	-	966.85	-
The Henley College		-	-	-	-	-	-	5,684
Valley Road School		-	-	100.00	-	-	100.00	-
Other Grants for individuals		-	-	-	-	-	-	4,119
Other Distributions								
Community Parcels		-	2,500.00	-	-	-	2,500.00	2,000
Almshouse Residents Assistance & Xmas Gifts		-	9,600.00	-	-	-	9,600.00	3,750
Henley & District Handybus		-	-	-	50.00	-	50.00	-
Henley Choral Society		-	-	-	800.00	-	800.00	-
Henley Youth Festival		-	-	-	1,000.00	-	1,000.00	-
Henley 60 Plus Social Club		-	-	-	-	-	-	10,000
Other Distributions for individuals		-	2,113.79	-	-	-	2,113.79	280
		-	14,213.79	2,566.35	1,850.00	-	18,630.14	58,928

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

<u>Note</u>	<u>Part 1</u> <u>Almshouses</u> <u>Charity</u>	<u>Part 2</u> <u>Relief in</u> <u>Need</u>	<u>Part 3</u> <u>Educational</u> <u>Charity</u>	<u>Part 4</u> <u>Bridge</u> <u>Charity</u>	<u>Part 5</u> <u>Church</u> <u>Charity</u>	<u>Total</u>	<u>Comparative</u> <u>21/22</u>
NOTE 6 Costs of Activities in furtherance of Charity's Objects - Almshouse Expenses							
Insurance	11,007.28	-	-	-	-	11,007.28	9,637
Gas	408.22	-	-	-	-	408.22	322
Electricity	345.54	-	-	-	-	345.54	319
Council Tax	783.72	-	-	-	-	783.72	2,092
Repairs & Cleaning	117,323.34	-	-	-	-	117,323.34	35,533
Professional Fees	1,290.00	-	-	-	-	1,290.00	7,481
Gardens	7,006.00	-	-	-	-	7,006.00	7,074
Alarm	285.80	-	-	-	-	285.80	268
Official Notices	709.63	-	-	-	-	709.63	286
Sundry Expenses	1,389.50	-	-	-	-	1,389.50	45
	<u>140,549.03</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>140,549.03</u>	<u>63,057</u>

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

	<u>Part 1</u> <u>Almshouses</u> <u>Charity</u>	<u>Part 2</u> <u>Relief in</u> <u>Need</u>	<u>Part 3</u> <u>Educational</u> <u>Charity</u>	<u>Part 4</u> <u>Bridge</u> <u>Charity</u>	<u>Part 5</u> <u>Church</u> <u>Charity</u>	<u>Total</u>	<u>Comparative</u> <u>21/22</u>
Charitable Expenditure (Cont....)							
NOTE 7 Governance and Support Costs							
Office Expenses							
Office Equipment & Supplies	676.32	-	-	-	-	676.32	1,124
Telephone & Communications	1,040.15	-	-	-	-	1,040.15	1,030
Photocopying & Postage	73.05	-	-	-	-	73.05	103
Gas & Electricity	1,324.41	-	-	-	-	1,324.41	912
Repairs, Maintenance & Alterations	633.81	-	-	-	-	633.81	908
Rates & Insurance	292.04	-	-	-	-	292.04	431
Professional Fees	-	-	-	-	-	-	50
Sundry Expenses	215.87	-	-	-	-	215.87	92
	<hr/> 4,255.65	-	-	-	-	<hr/> 4,255.65	<hr/> 4,650
Management Salary and Expenses	28,875.03	-	-	-	-	28,875.03	27,038
Other Costs							
Subscriptions	315.00	-	-	-	-	315.00	299
Trustee Indemnity Insurance	776.38	-	-	-	-	776.38	776
Auditor's Remuneration	6,000.00	-	-	-	-	6,000.00	4,008
Accountancy	11,907.60	-	-	-	-	11,907.60	11,388
	<hr/> 52,129.66	-	-	-	-	<hr/> 52,129.66	<hr/> 48,159

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

Charitable Expenditure (Cont....)

NOTE 8 Allocation of Governance and other Support Costs

The breakdown of support costs and how these are allocated between governance and other support costs is shown in the table below:

	<u>Governance Related</u>	<u>Other Support Costs</u>	<u>Total Allocated</u>	<u>Basis of Apportionment</u>
Office Expenses	425.57	3,830.08	4,255.65	Staff time
Management Salary and Expenses	2,887.50	25,987.53	28,875.03	Staff time
Subscriptions	315.00	-	315.00	
Trustee Indemnity Insurance	776.38	-	776.38	
Auditor's Remuneration	6,000.00	-	6,000.00	
Accountancy	-	11,907.60	11,907.60	
	<u>10,404.45</u>	<u>41,725.21</u>	<u>52,129.66</u>	

Allocation on staff time is based on analysis of time spent at trustee meetings.

Governance Costs

	<u>Total</u>	<u>Comparative 21/22</u>
Office Expenses	425.57	465
Management Salary and Expenses	2,887.50	2,704
Subscriptions	315.00	299
Trustee Indemnity Insurance	776.38	776
Auditor's Remuneration	6,000.00	4,008
	<u>10,404.45</u>	<u>8,252</u>

The trustees have decided that all Governance and Support Costs be allocated to the Almshouse Charity (note 9).

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

Charitable Expenditure (Cont....)

NOTE 9 Analysis of Charitable Expenditure

The charity undertakes its charitable activities through the provision of almshouses and grant making in furtherance of its charitable activities.

As grants payable in furtherance of the charity's objects are not material, all Governance and Support Costs have been allocated to the provision of almshouses as follows:

	<u>Charitable Activity</u>	<u>Support and Governance Costs</u>	<u>Total</u>	<u>Comparative 21/22</u>
Costs of Activities in furtherance of Charity's Objects				
- Almshouse Expenses	140,549.03	52,129.66	192,678.69	111,215
	<u>140,549.03</u>	<u>52,129.66</u>	<u>192,678.69</u>	<u>111,215</u>

NOTE 10 Analysis of Staff Costs

	<u>Total</u>	<u>Comparative 21/22</u>
Gross Wages and Salaries	27,499.98	25,750
Employers Pension Costs	1,375.05	1,288
Total Staff Costs	<u>28,875.03</u>	<u>27,038</u>

The average monthly number of employees during the year was 1 (2022 : 1) and the average monthly number of employees during the year expressed as full time equivalents was 1 (2022 : 1).

All employee time is involved in providing either support to the governance of the charity or support services to charitable activities.

No employee received a salary in excess of £60,000 during the year.

The Charity's Trustees are considered to be key management personnel. As noted in note 12, none of the Trustees were remunerated during the year (2022 : Nil).

NOTE 11 Auditor's Remuneration

The auditor's remuneration constituted an audit fee of £6,000 (2022 : £4,008).

NOTE 12 Trustees Remuneration and Expenses

The Trustees were not remunerated and were not paid any expenses during the year (2022 : Nil).

NOTE 13 Related Party Transactions

During the year the charity made a payment of £800 (2022 : Nil) to Henley Choral Society, a Charity of which Dr P A Ashby's wife is a member of the committee. At the year end there was no outstanding balance (2022: Nil)

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

	<u>Part 1</u> <u>Almshouses</u> <u>Charity</u>	<u>Part 2</u> <u>Relief in</u> <u>Need</u>	<u>Part 3</u> <u>Educational</u> <u>Charity</u>	<u>Part 4</u> <u>Bridge</u> <u>Charity</u>	<u>Part 5</u> <u>Church</u> <u>Charity</u>	<u>Total</u>	<u>Comparative</u> <u>21/22</u>
FIXED ASSETS							
NOTE 14 Fixed Assets							
Tangible Assets							
Almshouses	6,115,000.00	-	-	-	-	6,115,000.00	6,115,000
24 Hart Street (Rear offices 2)	73,125.00	-	-	-	-	73,125.00	73,125
	<u>6,188,125.00</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>6,188,125.00</u>	<u>6,188,125</u>
Investment Properties							
Commercially let properties at Market Value							
All situated at Henley on Thames, Oxfordshire:							
1, 1a & 3 Duke Street	1,100,000.00	-	-	-	-	1,100,000.00	1,100,000
24 Hart Street (Shop/Rear offices 1/Flat/Garden)	901,875.00	-	-	-	-	901,875.00	901,875
The Angel on the Bridge	3,150,000.00	-	-	-	-	3,150,000.00	3,150,000
25 Market Place	-	-	-	1,300,000.00	-	1,300,000.00	1,300,000
	<u>5,151,875.00</u>	<u>-</u>	<u>-</u>	<u>1,300,000.00</u>	<u>-</u>	<u>6,451,875.00</u>	<u>6,451,875</u>
Total Property Value	<u>11,340,000.00</u>	<u>-</u>	<u>-</u>	<u>1,300,000.00</u>	<u>-</u>	<u>12,640,000.00</u>	<u>12,640,000</u>
Analysis of opening and closing carrying amounts							
Market Value at 31 March 2022	11,340,000.00	-	-	1,300,000.00	-	12,640,000.00	10,620,000
Disposals during year	-	-	-	-	-	-	-
Increase in Market Value for year	-	-	-	-	-	-	2,020,000
Market Value at 31 March 2023	<u>11,340,000.00</u>	<u>-</u>	<u>-</u>	<u>1,300,000.00</u>	<u>-</u>	<u>12,640,000.00</u>	<u>12,640,000</u>

All the above properties are situated in Henley-on-Thames and were valued by Haslams, Chartered Surveyors, in June 2022, with the exception of The Angel on the Bridge which was valued by AG & G Limited, Chartered Surveyors in March 2022. The Trustees are of the opinion that the valuations shown in this years financial statements continue to be a reasonable estimate of the value of the properties on 31 March 2023.

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

FIXED ASSETS (Cont....)

NOTE 14 Fixed Assets (Cont....)

The values and basis of valuation are given below:

Property	Value	Basis of Valuation	Notes
Almshouses			
37-43 Vicarage Road	1,200,000.00	Existing use value for social housing	Let on regulated tenancy
1-6 Western Close	1,575,000.00	Existing use value for social housing	Let on regulated tenancy
3-16 Church Avenue	3,340,000.00	Existing use value for social housing	Let on regulated tenancy
Land and Buildings			
24 Hart Street (Rear offices 2)	73,125.00	Open market value subject to existing use	Charity offices
	<u>6,188,125.00</u>		

Rear offices 2 at 24 Hart Street are occupied by the Charity as their administrative headquarters.

Investment Property		
1, 1a & 3 Duke Street	1,100,000.00	Open market value subject to existing lease
24 Hart Street (Shop/Rear offices 1/Flat/Garden)	901,875.00	Open market value subject to existing leases
The Angel on the Bridge	3,150,000.00	Open market value subject to existing lease
25 Market Place	1,300,000.00	Open market value subject to existing leases
	<u>6,451,875.00</u>	

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

	<u>Part 1</u> <u>Almshouses</u> <u>Charity</u>	<u>Part 2</u> <u>Relief in</u> <u>Need</u>	<u>Part 3</u> <u>Educational</u> <u>Charity</u>	<u>Part 4</u> <u>Bridge</u> <u>Charity</u>	<u>Part 5</u> <u>Church</u> <u>Charity</u>	<u>Total</u>	<u>Comparative</u> <u>21/22</u>
FIXED ASSETS (Cont....)							
NOTE 15 Investments							
COIF Ethical Investment Fund							
Accumulation Units							
<i>Number of Units</i>	<i>156,776.09</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>156,776.09</i>	<i>156,766</i>
Investments at Book Value	40,744.57	-	-	-	-	40,744.57	40,744
Increase in Market Value over Book Cost to 31 March 2022	701,903.77	-	-	-	-	701,903.77	626,134
Market Value at 31 March 2022	742,648.34	-	-	-	-	742,648.34	666,878
Increase/(decrease) in Market Value for Year	(14,564.50)	-	-	-	-	(14,564.50)	75,770
Market Value at 31 March 2023	728,083.84	-	-	-	-	728,083.84	742,648
COIF Ethical Investment Fund							
Income Units							
<i>Number of Units</i>	<i>189,095.67</i>	<i>87,805.03</i>	<i>72,511.00</i>	<i>370,955.21</i>	<i>8,716.91</i>	<i>729,083.82</i>	<i>729,084</i>
Investments at Book Value	193,959.28	66,382.52	53,966.57	360,206.17	3,649.02	678,163.56	678,164
Increase in Market Value over Book Cost to 31 March 2022	366,369.01	193,801.35	160,898.02	739,008.31	22,180.93	1,482,257.62	1,317,120
Market Value at 31 March 2022	560,328.29	260,183.87	214,864.59	1,099,214.48	25,829.95	2,160,421.18	1,995,284
Increase/(decrease) in Market Value for Year	(27,702.52)	(12,863.44)	(10,622.86)	(54,344.94)	(1,277.03)	(106,810.79)	165,138
Market Value at 31 March 2023	532,625.77	247,320.43	204,241.73	1,044,869.54	24,552.92	2,053,610.39	2,160,422
Total - COIF Ethical Investment Fund	1,260,709.61	247,320.43	204,241.73	1,044,869.54	24,552.92	2,781,694.23	2,903,070

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

	<u>Part 1</u> <u>Almshouses</u> <u>Charity</u>	<u>Part 2</u> <u>Relief in</u> <u>Need</u>	<u>Part 3</u> <u>Educational</u> <u>Charity</u>	<u>Part 4</u> <u>Bridge</u> <u>Charity</u>	<u>Part 5</u> <u>Church</u> <u>Charity</u>	<u>Total</u>	<u>Comparative</u> <u>21/22</u>
FIXED ASSETS (Cont....)							
NOTE 15 Investments (Cont....)							
Courtiers UK Equity Income R Acc Fund							
<i>(Previously Courtiers UK Equity Income I Acc Fund)</i>							
Accumulation Units							
<i>Number of Units</i>							
Balance at 1 April 2022	146,627.57	-	-	-	-	146,627.57	-
Purchased/(Sold) during year	7,654.25	-	-	-	-	7,654.25	146,628
Balance at 31 March 2023	154,281.82	-	-	-	-	154,281.82	146,628
Courtiers Global (EX-UK) Equity Income R Acc Fund							
<i>(Previously Courtiers Global (Ex-UK) Equity Income I Acc Fund)</i>							
Accumulation Units							
<i>Number of Units</i>							
Balance at 1 April 2022	129,332.64	-	-	-	-	129,332.64	-
Purchased/(Sold) during year	8,053.23	-	-	-	-	8,053.23	129,333
Balance at 31 March 2023	137,385.87	-	-	-	-	137,385.87	129,333
Investments at Book Value	500,000.00					500,000.00	-
(Decrease) in Market Value over Book Cost to 31 March 2022	(5,880.88)					(5,880.88)	-
Market Value at 31 March 2022	494,119.12	-	-	-	-	494,119.12	-
Purchase of Investments at Cost	13.70	-	-	-	-	13.70	500,000
Increase/(decrease) in Market Value for Year	(25,947.99)	-	-	-	-	(25,947.99)	(5,881)
Market Value at 31 March 2023	468,184.83	-	-	-	-	468,184.83	494,119
Total - Courtiers Investment Services Limited	468,184.83	-	-	-	-	468,184.83	494,119
FIXED ASSET SUMMARY							
Tangible Assets	6,188,125.00	-	-	-	-	6,188,125.00	6,188,125
Investment Properties	5,151,875.00	-	-	1,300,000.00	-	6,451,875.00	6,451,875
Investment - COIF Ethical Investment Fund	1,260,709.61	247,320.43	204,241.73	1,044,869.54	24,552.92	2,781,694.23	2,903,070
Investment - Courtiers Investment Services Limited	468,184.83	-	-	-	-	468,184.83	494,119
Total Capital Investment at 31 March 2023	13,068,894.44	247,320.43	204,241.73	2,344,869.54	24,552.92	15,889,879.06	16,037,189

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

NOTE 16 Statement of Funds - Current Year

	<u>Designated Funds</u>				<u>General</u>	
	<u>Expendable</u>	<u>Extraordinary</u>	<u>Cyclical</u>	<u>Routine</u>	<u>Reserves</u>	<u>Total</u>
	<u>Fund</u>	<u>Repair Fund</u>	<u>Fund</u>	<u>Upkeep Fund</u>		
ALMSHOUSE CHARITY (Part 1)						
Balance at 1 April 2022	6,115,000.00	305,779.41	80,479.04	12,717.77	7,008,290.07	13,522,266.29
Movements during Year						
Net movement in Funds for the Year	-	-	-	-	157,714.88	157,714.88
Transfer from Bridge Charity	-	-	-	-	-	-
Transfer between Funds	-	36,000.00	12,000.00	12,000.00	(60,000.00)	-
Transfer Deposit Interest Earned	-	5,484.74	1,707.76	199.48	(7,391.98)	-
Expenditure for year	-	(89,851.69)	(14,607.76)	(12,863.89)	117,323.34	-
(Decrease) in Market Value Of Investments	-	-	-	-	(68,215.01)	(68,215.01)
Gains on revaluation of fixed assets for charity's own use	-	-	-	-	-	-
Balance at 31 March 2023	<u>6,115,000.00</u>	<u>257,412.46</u>	<u>79,579.04</u>	<u>12,053.36</u>	<u>7,147,721.30</u>	<u>13,611,766.16</u>
Represented by:						
Held in Deposit Account		256,588.52	80,508.52	9,740.00		
Deposit Interest Accrued		823.94	258.52	31.28		
Prepaid Maintenance Contracts etc.		-	-	2,574.08		
Sundry Creditors		-	(1,188.00)	(292.00)		
		<u>257,412.46</u>	<u>79,579.04</u>	<u>12,053.36</u>		

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

NOTE 16 Statement of Funds (Cont....) - Prior Year

	<u>Designated Funds</u>				<u>General</u>	
	<u>Expendable</u>	<u>Extraordinary</u>	<u>Cyclical</u>	<u>Routine</u>	<u>Reserves</u>	<u>Total</u>
	<u>Fund</u>	<u>Repair Fund</u>	<u>Fund</u>	<u>Upkeep Fund</u>		
ALMSHOUSE CHARITY (Part 1)						
Balance at 1 April 2021	4,995,000.00	284,141.14	77,627.09	12,411.09	5,749,749.63	11,118,928.95
Movements during Year						
Net movement in Funds for the Year	-	-	-	-	220,618.16	220,618.16
Transfer from Bridge Charity	-	-	-	-	-	-
Transfer between Funds	-	36,000.00	12,000.00	12,000.00	(60,000.00)	-
Transfer Deposit Interest Earned	-	251.87	70.04	8.32	(330.23)	-
Expenditure for year	-	(14,613.60)	(9,218.09)	(11,701.64)	35,533.33	-
Increase in Market Value Of Investments	-	-	-	-	1,049,594.18	1,049,594.18
Gains on revaluation of fixed assets for charity's own use	1,120,000.00	-	-	-	13,125.00	1,133,125.00
Balance at 31 March 2022	<u>6,115,000.00</u>	<u>305,779.41</u>	<u>80,479.04</u>	<u>12,717.77</u>	<u>7,008,290.07</u>	<u>13,522,266.29</u>
Represented by:						
Held in Deposit Account		305,650.48	83,923.64	10,121.84		
Deposit Interest Accrued		128.93	35.40	4.28		
Prepaid Maintenance Contracts etc.		-	-	2,591.65		
Sundry Creditors		-	(3,480.00)	-		
		<u>305,779.41</u>	<u>80,479.04</u>	<u>12,717.77</u>		

HENLEY MUNICIPAL CHARITIES
HENLEY-ON-THAMES CHURCH CHARITY

Notes to the Accounts as at 31 March 2023 (Cont....)

NOTE 16 Statement of Funds (Cont....) - Current Year

	Part 2 Relief in Need General Reserves	Part 3 Educational Charity General Reserves	Part 4 Bridge Charity General Reserves	Part 5 Church Charity General Reserves
RELIEF IN NEED/EDUCATIONAL/BRIDGE/CHURCH CHARITY				
Balance at 1 April 2022	312,816.86	226,786.28	2,497,027.25	30,668.20
Movements during Year				
Net movement in Funds for the Year	5,784.34	3,945.72	65,438.00	34,003.95
Transfer to Almshouse Charity	-	-	-	-
(Decrease) in Market Value Of Investments	(12,863.44)	(10,622.86)	(54,344.94)	(1,277.03)
Balance at 31 March 2023	<u>305,737.76</u>	<u>220,109.14</u>	<u>2,508,120.31</u>	<u>63,395.12</u>

NOTE 16 Statement of Funds (Cont....) - Prior Year

	Part 2 Relief in Need General Reserves	Part 3 Educational Charity General Reserves	Part 4 Bridge Charity General Reserves	Part 5 Church Charity General Reserves
RELIEF IN NEED/EDUCATIONAL/BRIDGE/CHURCH CHARITY				
Balance at 1 April 2021	287,463.04	217,116.03	2,454,447.90	57,946.12
Movements during Year				
Net movement in Funds for the Year	5,465.98	(6,753.49)	8,557.99	(29,252.30)
Transfer to Almshouse Charity	-	-	-	-
Increase in Market Value Of Investments	19,887.84	16,423.74	34,021.36	1,974.38
Balance at 31 March 2022	<u>312,816.86</u>	<u>226,786.28</u>	<u>2,497,027.25</u>	<u>30,668.20</u>

Notes to the Accounts as at 31 March 2023 (Cont....)

NOTE 17 List of Properties and Rents Receivable

All properties situated at Henley-on-Thames Oxon.

Part 1 Almshouses Charity

13 Almshouses	3-16 Church Avenue
6 Almshouses	1-6 Western Close
4 Almshouses	Burgis Homes of Rest 37-43 Vicarage Road
The Angel Hotel	99 year lease from 25/3/1977 - Rent review at 7th and each successive 7th year. Rent currently £134,500 p.a. effective from 26/3/2019.
24 Hart Street - Shop	5 year lease granted until 9/11/2027. Rent currently £28,600 p.a. effective from 10/11/2022.
- Rear offices 1	5 year lease granted until 16/3/2027. Rent currently £7,000 p.a. effective from 17/3/2022. Rent is payable quarterly in advance.
- Rear offices 2	Offices occupied by Henley Municipal Charities
- Flat	Lease commenced on 10/11/2022 for a term of 3 years at a monthly rent of £1,000. Rent currently £1,100 p.a. effective from 10/11/2022.
- Garden	Lease for the garden commenced on 19/7/2020 for a term of 5 years at a monthly rent of £75.
1,1a & 3 Duke Street	99 year lease from 24/6/1925 at a rent of £180 p.a. with no reviews.
Electricity sub station off Harpsden Road	14 year lease from 3/1/2019 with reviews after 2,5,9 and 12 years. Rent currently £388.91 p.a. effective from 3/1/2021.

Notes to the Accounts as at 31 March 2023 (Cont....)

NOTE 17 List of Properties and Rents Receivable (Cont....)

Part 4 Bridge Charity

25 Market Place - Shop

10 year lease granted until 30/8/2031 -Rent review at 5th year.
Rent currently £65,000 p.a. effective from 31/8/2022.
Rent is payable in advance on quarter days.

- Flat

Lease commenced on 31/8/2021 for a term of 10 years at a quarterly rent of £4,755.
Reviews after 2,5, and 7 years.
Rent is payable in advance on quarter days.

The clear income is shared equally with Part 5 (Church Charity).