

# THE ALDERSHOT INSTITUTE

England & Wales · Charity number 301720

## Details

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**Status** Registered

**Legal form** Other

**Registered** 1962-09-11

**Register** [View on the Charity Commission register](#)

## Contact

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**Address** 29 Mount Pleasant Road  
Aldershot  
Hampshire  
GU12 4NL

**Phone** 01252 665472

**Email** [terag@hotmail.co.uk](mailto:terag@hotmail.co.uk)

## Activities

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**Objects:** A CLUB OR INSTITUTE FOR MUTUAL IMPROVEMENT AND SOCIAL INTERCOURSE AS WELL AS OPPORTUNITIES FOR RECREATION, AMUSEMENT AND FOR PHYSICAL EXERCISE AND TRAINING.

**Activities:** Maintain the Charity's Aldershot premises to provide affordable accomodation for local charities and groups. Income is raised by the commercial letting of three shop units at street level.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** General Charitable Purposes, Education/training, The Advancement Of Health Or Saving Of Lives, Economic/community Development/employment
- **Who:** Other Charities Or Voluntary Bodies, The General Public/mankind

## Geography

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- **Area of benefit:** ALDERSHOT AND THE NEIGHBOURHOOD
- Hampshire

## Finances

| Period end | Income  | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2025-02-28 | £49,852 | £19,998     | -      | -         |
| 2024-02-29 | £48,568 | £19,285     | -      | -         |
| 2023-02-28 | £42,100 | £19,104     | -      | -         |
| 2022-02-28 | £43,149 | £15,603     | -      | -         |
| 2021-02-28 | £37,442 | £19,309     | -      | -         |

## Trustees

| Name                      | Role  | Appointed  |
|---------------------------|-------|------------|
| <b>LESLEY Bundy-Smyth</b> | Chair |            |
| Keith Bean                |       | 2021-03-01 |
| Rachel Winkworth          |       | 2021-03-01 |
| Sue Hathaway              |       | 2014-09-21 |

**THE ALDERSHOT INSTITUTE**

England & Wales - Charity number 301720

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# Accounts

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# **The Aldershot Institute**

**Registered Charity 301720**

**Station Road, Aldershot, Hampshire GU11 1BA**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDING 28TH FEBRUARY 2025**



# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA

## REPORT OF THE TRUSTEES OF THE ALDERSHOT INSTITUTE FOR THE YEAR ENDING 28TH FEBRUARY 2025

### Background

The Aldershot Institute is a charity registered in September 1962 and owns the three-story building on the corner of Victoria/Station Road. The building dates from the late 1880's.

The ground floor has been let commercially for many years as three shop units, the leases for which provide the major funds to maintain the building. With no car parking facilities at hand and no lift to the public rooms on the first and second floors, there was no interest in using the premises for social activities as originally envisaged. After many years of little use, the Hampshire Youth Bureau was housed on the second floor until its closure in 2010. It was confirmed that this letting came within the terms of the Charitable Status and the upper floor space has been leased to other similar organisations since that time. A lift was installed in 2012/13 to allow full access to all floors.

### Current Position

The premises have been let for the past year as follows: -

#### Ground Floor Shops:

102 Victoria Road – Belvoir Lettings Agency  
104 Victoria Road – Nepalese Travel Agency  
106 Victoria Road – Nepalese Clothing Retailer

The shops at 102, 104 and 106 are let on commercial leases. The leases on 102 and 104 were renewed in 2019 and a new lease for 106 was agreed during 2020. The lease on 102 was reassigned to another Belvoir franchisee in early 2021, and a new lease has been agreed to commence in 2024. Terms for the 106 lease renewal have been agreed and are expected to be completed in 2025.

#### First and Second Floors:

The Vine Charity, who took up occupation in October 2012, have continued to occupy the upper floors and to expand their services to the local community. The lease was renewed from October 2022 for five years. Renewal terms for the renewal have been agreed with service charges now paid by The Vine as with the other leases.

### Current Year Activities

Wendage Pollution Control have continued to maintain and monitor the cellar automatic water extraction system. The system has required some repairs during the year. Access to the cellar remains available only from the rear of the building.



# The Aldershot Institute

Registered Charity 301720

Station Road, Aldershot, Hampshire GU11 1BA

Income received from the lettings continues to be retained to maintain and gradually improve the building. Building expenditure during the year was on repairs and maintenance providing a surplus of £29,854 for the current year. In the longer term, with full occupation of the building, the reserves are forecast to increase by £20/30,000 per year.

The sum of £5,000 has been paid to the Vine for the upgrade of the client showers. Materials were supplied by Wicks.

A substantial reserve (£302,616) remains accumulated at the year-end as a safeguard against any excessive costs, which may arise with such an old building and with a long-term aim to restore the building as near as possible to its original condition. Two additional accounts have been opened with different banks to deposit reserves, as funds in our main banker exceeded the £85,000 FSCS banking guarantee. The Trustees have discussed the level of these reserves and agreed that it would be prudent to retain one year's normal expenses (£50,000) as a minimum. Funds more than the minimum may be committed to further building improvements, although there are no specific plans at this time.

## Future Plans

Nick Henson, trading as Vospers, Friend & Falcke, continued to act as our managing agent during the year and Herrington & Carmichael provide our legal services.

The long-term decline in the high street could eventually cause the income received by the Institute from its three high street shops to be reduced. A vacated shop becomes a liability after three months due to the loss of income and the additional requirement to pay the business rates on empty properties.

All capital plans remain subject to the availability of funds and the need to maintain a reserve for unforeseen expenses.

## Trustees

|                    |                                       |                  |
|--------------------|---------------------------------------|------------------|
| Lesley Bundy-Smyth | Chairman (Previously Lesley Buckland) |                  |
| Richard G Hickman  | Treasurer                             |                  |
| Gareth Palmer      | Secretary                             | Keith Bean       |
| Sue Hathaway       |                                       | Rachel Winkworth |

Board of Trustees  
April 2025



# The Aldershot Institute

Registered Charity 301720

Station Road, Aldershot, Hampshire GU11 1BA

## The Institute Today



## Yesteryear





# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA



This is to confirm that  
THE ALDERSHOT INSTITUTE

was entered on the Register of Charities on

11 September 1962

Registered charity number:

301720

*Suzi Leather*  
Dame Suzi Leather  
Chair

*Sam Younger*  
Sam Younger  
Chief Executive

This certificate confirms that a charity has been entered on to the Register of Charities.  
You can check a charity's current registration status by visiting the Register of Charities at  
[www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)





# **The Aldershot Institute**

**Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA**

## **ACCOUNTS FOR THE YEAR TO 28TH FEBRUARY 2025**

# Income and Expenditure Account

for the Year ended 28 February 2025

## INCOME

|                   |              | 2025          |        | 2024          |
|-------------------|--------------|---------------|--------|---------------|
| Shop Rents        |              |               |        |               |
| 102 Victoria Road | 12,625       |               | 12,500 |               |
| 104 Victoria Road | 9,100        |               | 9,100  |               |
| 106 Victoria Road | 10,000       | 31,725        | 9,876  | 31,476        |
| Other Rents       |              |               |        |               |
| The Vine          | 12,500       | 12,500        | 10,500 | 10,500        |
| Other Income      |              |               |        |               |
| Bank Interest     |              | 5,627         |        | 4,722         |
| Reimbursements    |              |               |        | 1,870         |
|                   | Total Income | <b>49,852</b> |        | <b>48,568</b> |

## EXPENSES

|                       |               | 2025          |       | 2024          |
|-----------------------|---------------|---------------|-------|---------------|
| Building improvements |               |               |       |               |
| Building Insurance    |               | 150           |       | 6,122         |
| Property Taxes        |               |               |       |               |
| Professional Fees     |               |               |       |               |
| Architects/Planning   |               |               |       |               |
| Estate Agent          | 5,907         |               | 5,637 |               |
| Legal/Consulting      |               |               |       |               |
| Other Fees            | 4,598         | 10,505        | 1,854 | 7,491         |
| Water                 |               |               |       |               |
| Gas                   |               |               |       |               |
| Electricity           |               |               |       |               |
| Waste Disposal        |               |               |       |               |
| Repairs & Maintenance |               | 4,343         |       | 5,672         |
| Office Costs          |               |               |       |               |
| Donations             |               |               |       |               |
| Trustee Expenses      |               |               |       |               |
|                       | Total Expense | <b>19,998</b> |       | <b>19,285</b> |
| <b>NET INCOME</b>     |               | <b>29,854</b> |       | <b>29,283</b> |

## Balance Sheet at 28 February 2025

|                                 | At 29 Feb<br>2024 | At 29 Feb<br>2024 |
|---------------------------------|-------------------|-------------------|
| <u>CURRENT ASSETS</u>           |                   |                   |
| Balance at Bank                 |                   |                   |
| Interest Account                | 67,537            | 76,321            |
| Current Account                 | 32,810            | 108,604           |
| CCLA Deposit Account            | 92,249            | 87,837            |
| CCBank Deposit                  | 35,010            |                   |
| CAF/Shawbrook Deposit           | 75,010            |                   |
|                                 | 302,616           | 272,762           |
| <u>LESS CURRENT LIABILITIES</u> |                   |                   |
| Account Inspection              |                   |                   |
| <u>NET CURRENT ASSETS</u>       | <b>302,616</b>    | <b>272,762</b>    |
| Represented by                  |                   |                   |
| <u>RESIDUE ACCOUNT</u>          |                   |                   |
| Reserves brought forward        | 272,762           | 243,479           |
| Excess Income (Expenditure)     | 29,854            | 29,283            |
|                                 | <b>302,616</b>    | <b>272,762</b>    |



Richard G Hickman  
Treasurer/Trustee  
The Aldershot Institute  
March 2025

# Notes to the Account for the year to 28 February 2025

1 Accounting Policies

Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice “Accounting for Charities”.

Income

Income received is recognised on receipt of funds.

Expenses

Expenses are recognised on receipt of a bill or invoice for supplies/services.

2 Controlling Party

The ultimate controlling party of the Charity are the Trustees

3 The Trustees during the period are:-

Lesley Buckland – Chairman, Gareth Palmer – Secretary, Richard G Hickman – Treasurer, Sue Hathaway, Rachel Winkworth, Keith Bean

4 The Charities Bankers are:-

Barclays plc, Aldershot Branch - Current and Deposit Accounts  
CCLA, London EC4 - COIF Charities Deposit Account  
CCBank, Leicester LE1 6TE – Deposit Account  
CAF/Shawbrook Bank, Essex CM13 3BE – Deposit Account

4 The Balance Sheet has not been adjusted to include the following fixed assets, which are noted at the May 2024 estimated reinstatement cost prepared by Praise Mathew-Johnson:

|                             |                    |
|-----------------------------|--------------------|
| Building (Freehold) Rebuild | £2,092,473 inc VAT |
| Loss of Rent                | 24 months          |

5 The Building Insurance was paid and recovered directly from clients by our Agent.

6 Movement on Reserves

Reserves of £272,762 were brought forward at 1 March 2024 and a surplus of £29,854 was achieved in the year ending 28 February 2025. Reserves of £302,616 are carried forward at 1 March 2025.

7 The reserves are held in a Barclays Current Account and four savings accounts, recognising the £85,000 FSCS banking guarantee.

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ALDERSHOT INSTITUTE

I report on the accounts of the Charity for the year ended 28 February 2025 which are set out on the preceding pages.

### **Respective responsibilities of trustees and examiner**

As the charity's trustees, you are responsible for the preparation of the accounts. You consider that the audit requirements of Section 144 of the Charities Act 2011 does not apply.  
It is my responsibility to state, on the basis of procedures specified by the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts prepared with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures adopted do not provide all the evidence that would be required in an Audit and consequently I do not express an opinion in the view given by the accounts.

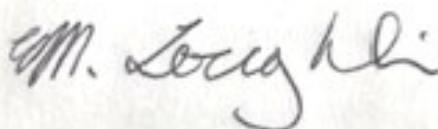
### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

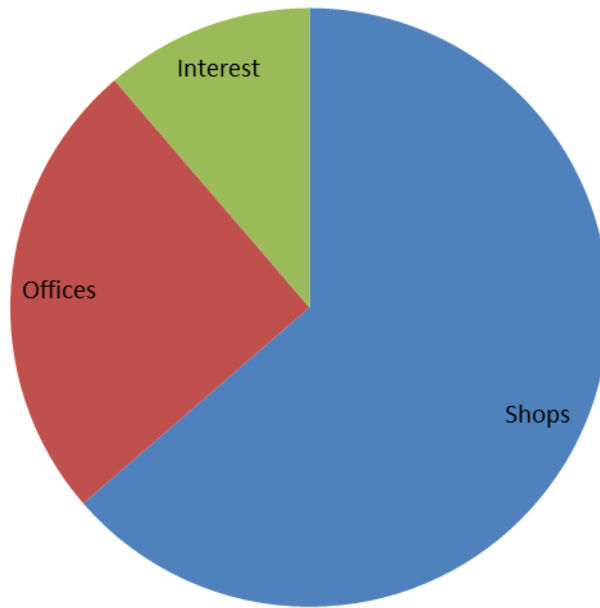
- i) which gives me reasonable cause to believe that in any material respects the requirements  
- to keep accounting records in accordance with Section 130 of the Act  
- to prepare annual accounts which accord with the accounting records and do comply with the accounting requirements of the Act  
have not been met, or
- ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

E McLoughlin FCCA ATT  
13 Beta Road  
Farnborough  
Hampshire  
GU14 8PG

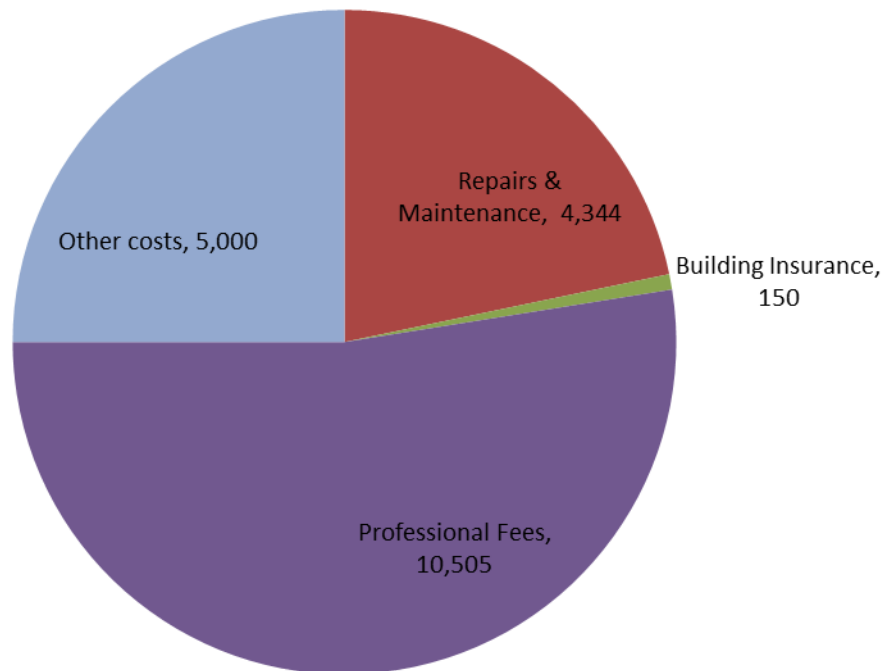
Date: 2 October 2025



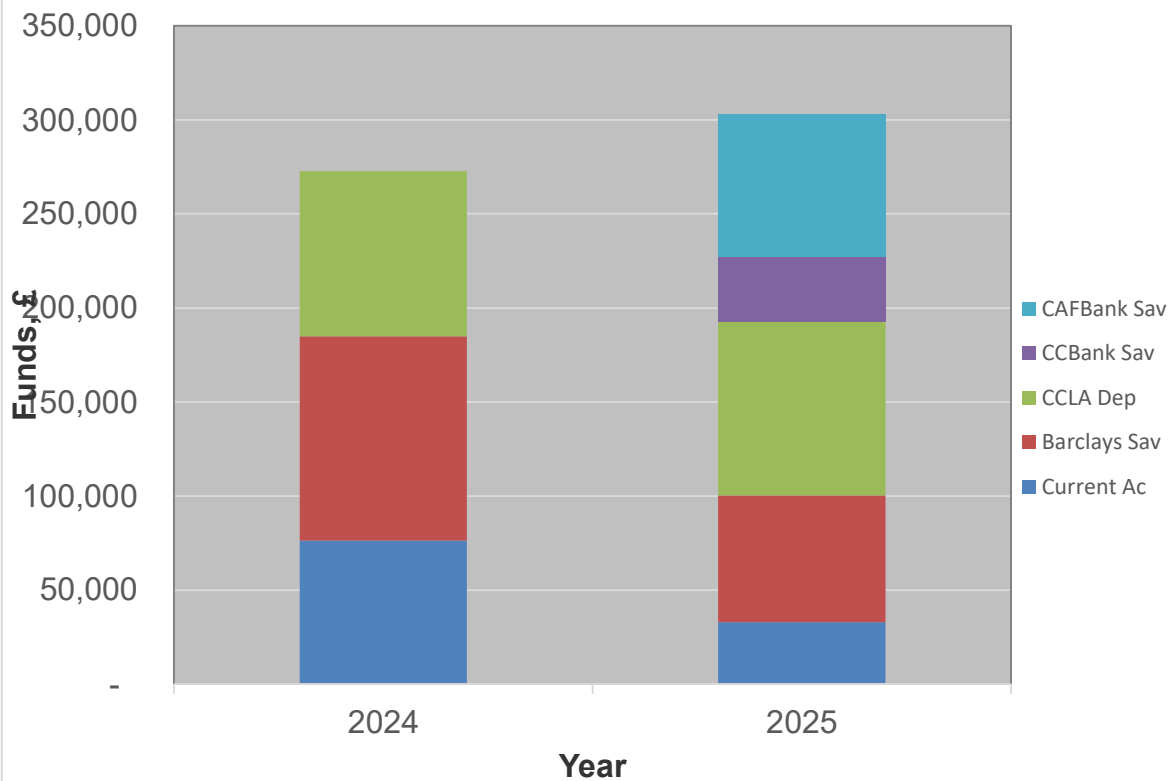
## Income 2024/25



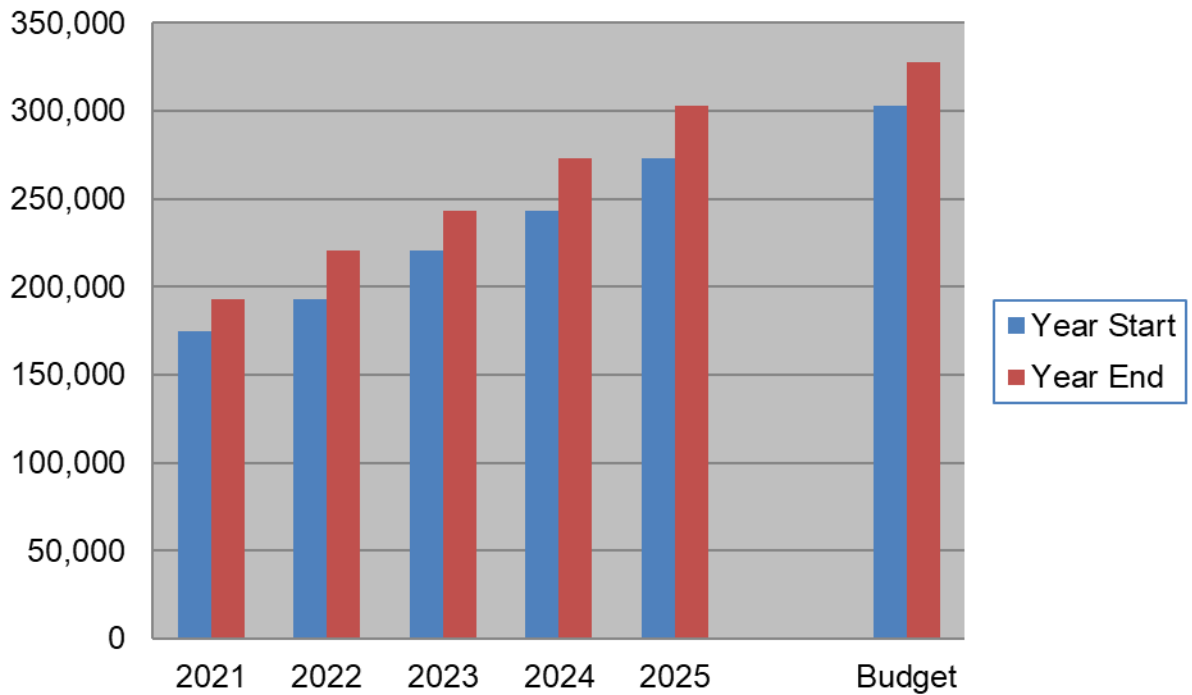
## Expenditure 2024/25



## Reserves



## Reserve Forecast



**THE ALDERSHOT INSTITUTE**

England & Wales - Charity number 301720

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# Accounts

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# **The Aldershot Institute**

**Registered Charity 301720**

**Station Road, Aldershot, Hampshire GU11 1BA**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDING 29TH FEBRUARY 2024**



# The Aldershot Institute

Registered Charity 301720

Station Road, Aldershot, Hampshire GU11 1BA

## REPORT OF THE TRUSTEES OF THE ALDERSHOT INSTITUTE FOR THE YEAR ENDING 29TH FEBRUARY 2024

### Background

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The ground floor has been let commercially for many years as three shop units, the leases for which provide the major funds to maintain the building. With no car parking facilities at hand and no lift to the public rooms on the first and second floors, there was no interest in using the premises for social activities as originally envisaged. After many years of little use, the Hampshire Youth Bureau was housed on the second floor until its closure in 2010. It was confirmed that this letting came within the terms of the Charitable Status and the upper floor space has been leased to other similar organisations since that time. A lift was installed in 2012/13 to allow full access to all floors.

### Current Position

The premises have been let for the past year as follows: -

#### Ground Floor Shops:

102 Victoria Road – Belvoir Lettings Agency

104 Victoria Road – Nepalese Travel Agency

106 Victoria Road – Nepalese Clothing Retailer

The shops at 102, 104 and 106 are let on commercial leases. The leases on 102 and 104 were renewed in 2019 and a new lease for 106 was agreed during 2020. The lease on 102 was reassigned to another Belvoir franchisee in early 2021, and a new lease has been agreed to commence in 2024.

#### First and Second Floors:

The Vine Charity, who took up occupation in October 2012, have continued to occupy the upper floors and to expand their services to the local community. The lease was renewed from October 2022 for five years. Renewal terms for the renewal have been agreed with service charges now paid by The Vine as with the other leases.

### Current Year Activities

Wendage Pollution Control have continued to maintain and monitor the cellar automatic water extraction system. The system has required some repairs during the year. Access to the cellar remains available only from the rear of the building.



# The Aldershot Institute

Registered Charity 301720

Station Road, Aldershot, Hampshire GU11 1BA

Income received from the lettings continues to be retained to maintain and gradually improve the building. Building expenditure during the year was on repairs and maintenance providing a surplus of £29,283 for the current year. In the longer term, with full occupation of the building, the reserves are forecast to increase by £15/20,000 per year.

A substantial reserve (£272,762) remains accumulated at the year-end as a safeguard against any excessive costs, which may arise with such an old building and with a long-term aim to restore the building as near as possible to its original condition. This reserve has been lodged mainly with CCLA to improve return while maintaining security. An alternative account needs to be arranged as funds in our main banker now exceed the £85,000 FSCS banking guarantee. The Trustees have discussed the level of these reserves and agreed that it would be prudent to retain one year's normal expenses (£50,000) as a minimum. Funds more than the minimum may be committed to further building improvements, although there are no specific plans at this time.

## Future Plans

Nick Henson, trading as Vospers, Friend & Falcke, acted as our managing agent during the year.

The sum of £3,000 has been offered to the Vine for the upgrade of the showers for their clients. It is expected to be paid during 2024.

The long-term decline in the high street could eventually cause the income received by the Institute from its three high street shops to be reduced. A vacated shop becomes a liability after three months due to the loss of income and the additional requirement to pay the business rates on empty properties.

All capital plans remain subject to the availability of funds and the need to maintain a reserve for unforeseen expenses.

## Trustees

|                   |           |                  |
|-------------------|-----------|------------------|
| Lesley Buckland   | Chairman  |                  |
| Richard G Hickman | Treasurer |                  |
| Gareth Palmer     | Secretary | Keith Bean       |
| Sue Hathaway      |           | Rachel Winkworth |

Board of Trustees  
April 2024



# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA

## The Institute Today



## Yesteryear





# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA



This is to confirm that  
THE ALDERSHOT INSTITUTE

was entered on the Register of Charities on

11 September 1962

Registered charity number:

301720

*Suzi Leather*  
Dame Suzi Leather  
Chair

*Sam Younger*  
Sam Younger  
Chief Executive

This certificate confirms that a charity has been entered on to the Register of Charities.  
You can check a charity's current registration status by visiting the Register of Charities at  
[www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)





# **The Aldershot Institute**

**Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA**

## **ACCOUNTS FOR THE YEAR TO 29TH FEBRUARY 2024**

# Income and Expenditure Account

for the Year ended 29 February 2024

## INCOME

|                   |              | 2024          |        | 2023          |
|-------------------|--------------|---------------|--------|---------------|
| Shop Rents        |              |               |        |               |
| 102 Victoria Road | 12,500       |               | 12,500 |               |
| 104 Victoria Road | 9,100        |               | 8,838  |               |
| 106 Victoria Road | 9,876        | 31,476        | 9,500  | 30,838        |
| Other Rents       |              |               |        |               |
| The Vine          | 10,500       | 10,500        | 10,000 | 10,000        |
| Other Income      |              |               |        |               |
| Bank Interest     |              | 4,722         |        | 1,262         |
| Reimbursements    |              | 1,870         |        |               |
|                   | Total Income | <b>48,568</b> |        | <b>42,100</b> |

## EXPENSES

|                       |               | 2024          |       | 2023          |
|-----------------------|---------------|---------------|-------|---------------|
| Building improvements |               |               |       |               |
| Building Insurance    |               | 6,122         |       | 3,838         |
| Property Taxes        |               |               |       |               |
| Professional Fees     |               |               |       |               |
| Architects/Planning   |               |               |       |               |
| Estate Agent          | 5,637         |               | 5,500 |               |
| Legal/Consulting      |               |               | 4,342 |               |
| Other Fees            | 1,854         | 7,491         |       | 9,842         |
| Water                 |               |               |       |               |
| Gas                   |               |               |       |               |
| Electricity           |               |               |       |               |
| Waste Disposal        |               |               |       |               |
| Repairs & Maintenance |               | 5,672         |       | 5,424         |
| Office Costs          |               |               |       |               |
| Donations             |               |               |       |               |
| Trustee Expenses      |               |               |       |               |
|                       | Total Expense | <b>19,285</b> |       | <b>19,104</b> |
| <b>NET INCOME</b>     |               | <b>29,283</b> |       | <b>22,996</b> |

## Balance Sheet as at 29 February 2024

|                                     | As at 29 Feb<br>2024 | As at 28 Feb<br>2023 |
|-------------------------------------|----------------------|----------------------|
| <u>CURRENT ASSETS</u>               |                      |                      |
| Balance at Bank                     |                      |                      |
| Interest Account                    | 76,321               | 75,569               |
| Current Account                     | 108,604              | 84,258               |
| COIF Deposit Account                | 87,837               | 83,867               |
|                                     | 272,762              | 243,694              |
| <br><u>LESS CURRENT LIABILITIES</u> |                      |                      |
| Account Inspection                  |                      | (215)                |
| <br><u>NET CURRENT ASSETS</u>       | <b>272,762</b>       | <b>243,479</b>       |
| <br>Represented by                  |                      |                      |
| <u>RESIDUE ACCOUNT</u>              |                      |                      |
| Reserves brought forward            | 243,479              | 220,483              |
| Excess Income (Expenditure)         | 29,283               | 22,996               |
|                                     | <b>272,762</b>       | <b>243,479</b>       |



Richard G Hickman  
Treasurer/Trustee  
The Aldershot Institute  
May 2024

# Notes to the Account for the year to 29 February 2024

## 1 Accounting Policies

### Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice “Accounting for Charities”.

### Income

Income received is recognised on receipt.

### Expenses

Expenses are recognised on receipt of a bill or invoice for supplies

## 2 Controlling Party

The ultimate controlling party of the Charity are the Trustees

## 3 The Trustees during the period are:-

Lesley Buckland – Chairman, Gareth Palmer – Secretary, Richard G Hickman – Treasurer, Sue Hathaway, Rachel Winkworth, Keith Bean

## 4 The Charities Bankers are:-

Barclays plc, Aldershot Branch - Current and Interest Accounts  
CCLA, London EC4 - COIF Charities Deposit Account

## 4 The Balance Sheet has not been adjusted to include the following fixed assets, which are noted at the June 2014 estimated reinstatement cost prepared by Vospers Chartered Surveyors:

|                     |            |
|---------------------|------------|
| Building (Freehold) | £2,245,000 |
| Loss of Rent        | 24 months  |

## 5 The Building Insurance was paid and recovered directly from clients by our Agent, except for The Vine which is paid by The Institute.

## 6 Movement on Reserves

Reserves of £243,479 were brought forward at 1 March 2023 and a surplus of £29,283 was achieved in the year ending 29 February 2024. Reserves of £272,762 are carried forward at 1 March 2024.

## 7 The £184,925 held in Barclays Accounts exceeds the £85,000 FSCS banking guarantee requiring the opening of an alternative account.

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ALDERSHOT INSTITUTE**

I report on the accounts of the Charity for the year ended 29 February 2024 which are set out on the preceding pages.

### **Respective responsibilities of trustees and examiner**

As the charity's trustees, you are responsible for the preparation of the accounts. You consider that the audit requirements of Section 144 of the Charities Act 2011 does not apply.

It is my responsibility to state, on the basis of procedures specified by the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to my attention.

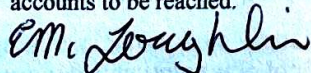
### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts prepared with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures adopted do not provide all the evidence that would be required in an Audit and consequently I do not express an opinion in the view given by the accounts.

### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

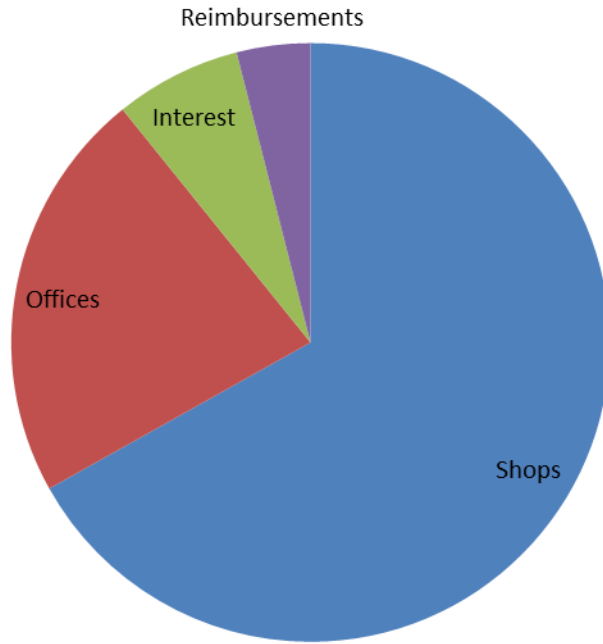
- i) which gives me reasonable cause to believe that in any material respects the requirements
  - to keep accounting records in accordance with Section 130 of the Act
  - to prepare annual accounts which accord with the accounting records and do comply with the accounting requirements of the Acthave not been met, or
- ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



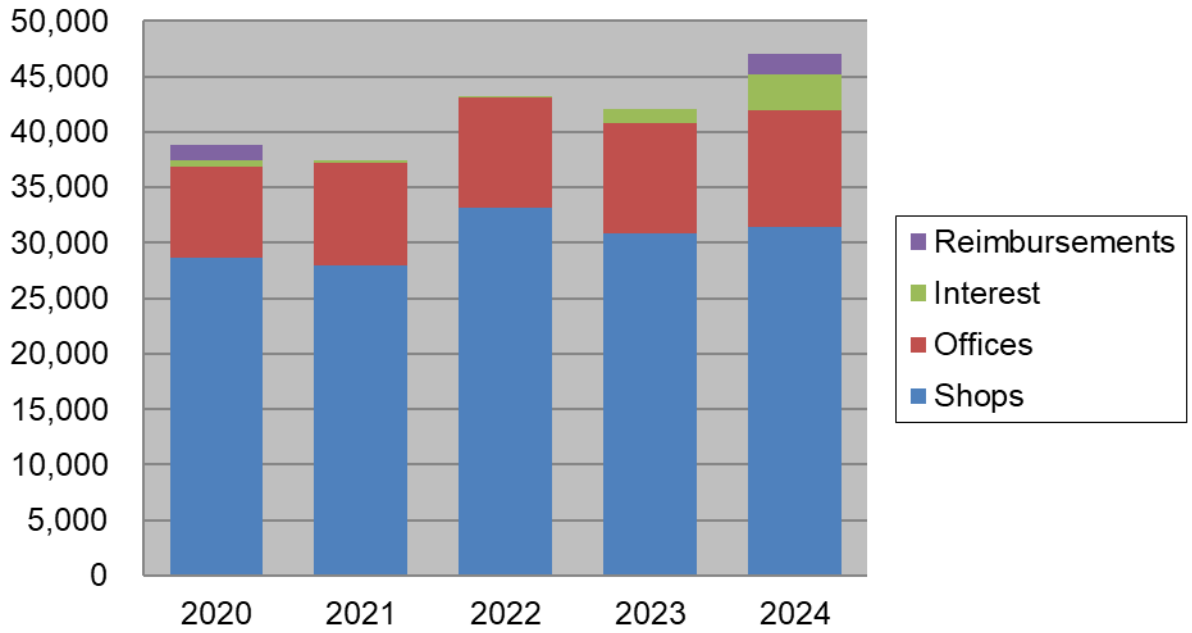
E McLoughlin FCCA ATT  
13 Beta Road  
Farnborough  
Hampshire  
GU14 8PG

Date: 18 September 2024

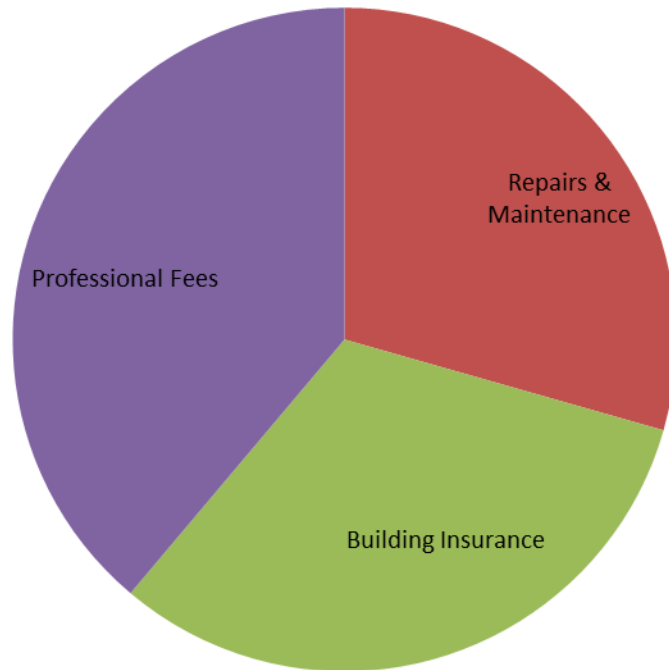
# Income 2023/24



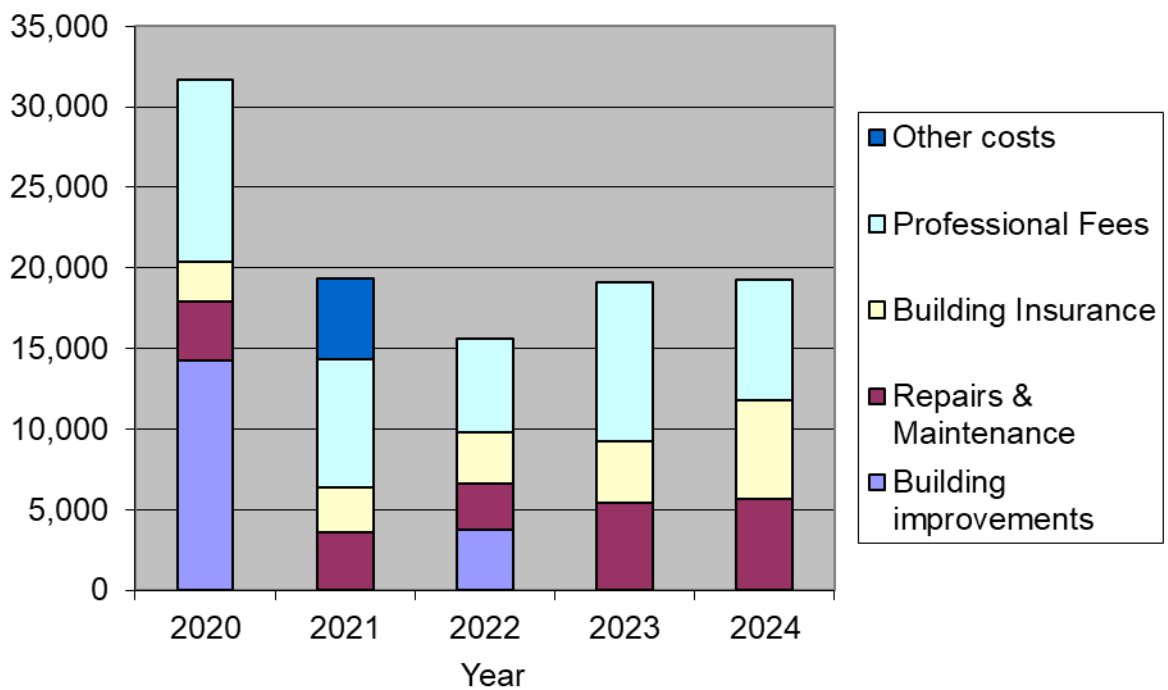
# 5 Year Income Sources



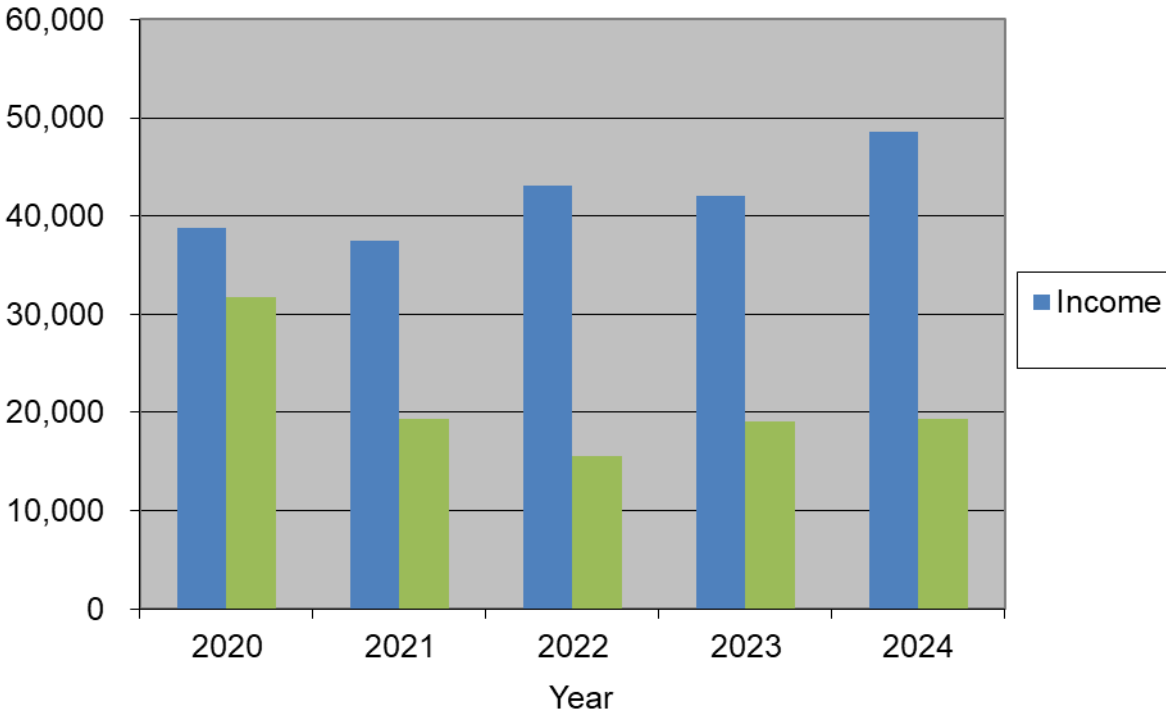
## Expenditure 2023/24



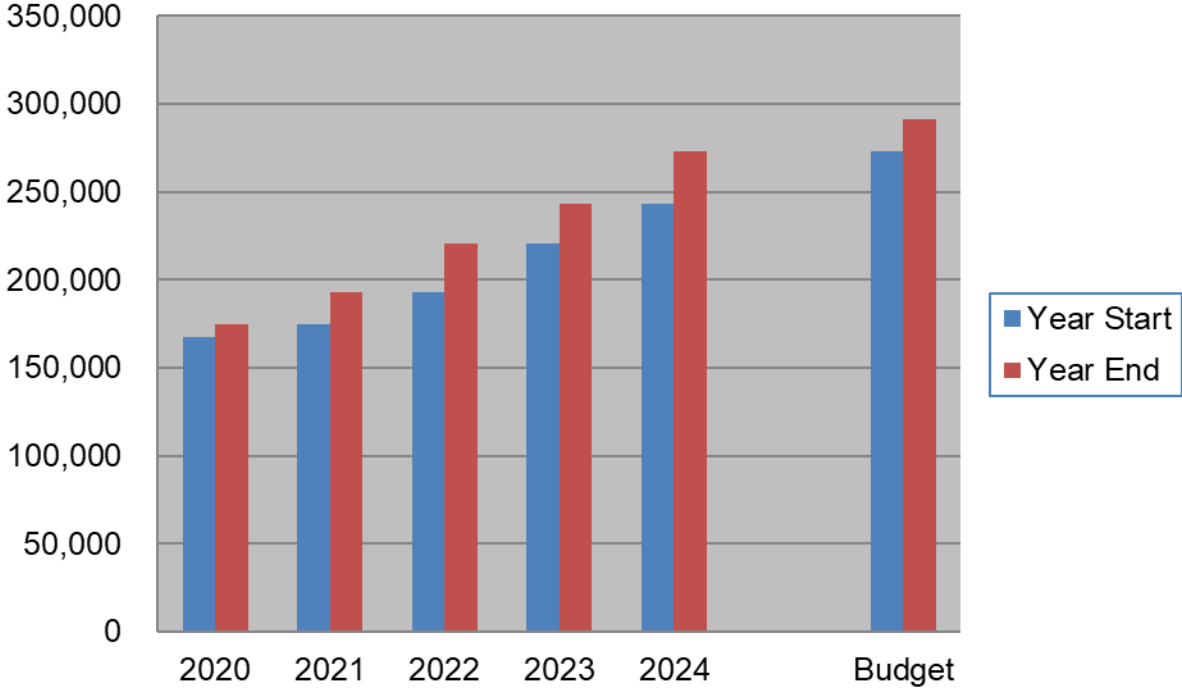
## 5 Year Expense Summary



### 5 Year Income/Expense Summary



### Reserve Forecast



**THE ALDERSHOT INSTITUTE**

England & Wales - Charity number 301720

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# Accounts

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# **The Aldershot Institute**

**Registered Charity 301720**

**Station Road, Aldershot, Hampshire GU11 1BA**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDING 28TH FEBRUARY 2023**



# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA

## REPORT OF THE TRUSTEES OF THE ALDERSHOT INSTITUTE FOR THE YEAR ENDING 28TH FEBRUARY 2023

### Background

The Aldershot Institute is a charity registered in September 1962 and owns the three story building on the corner of Victoria/Station Road. The building dates from the late 1880's.

The ground floor has been let commercially for many years as three shop units, the leases for which provide the major funds to maintain the building. With no car parking facilities at hand and no lift to the public rooms on the first and second floors, there was no interest in using the premises for social activities as originally envisaged. After many years of little use, the Hampshire Youth Bureau was housed on the second floor until its closure in 2010. It was confirmed that this letting came within the terms of the Charitable Status and the upper floor space has been leased to other similar organisations since that time. A lift was installed in 2012/13 to allow full access to all floors.

### Current Position

The premises have been let for the past year as follows: -

#### Ground Floor Shops:

102 Victoria Road – Belvoir Lettings Agency  
104 Victoria Road – Nepalese Travel Agency  
106 Victoria Road – Nepalese Clothing Retailer

The shops at 102, 104 and 106 are let on commercial leases. The leases on 102 and 104 were renewed in 2019 and a new lease for 106 was agreed during 2020. The lease on 102 was reassigned to another Belvoir franchisee in early 2021.

#### First and Second Floors:

The Vine Charity, who took up occupation in October 2012, have continued to occupy the upper floors and to expand their services to the local community. The lease was renewed from October 2022 for five years. Renewal terms for the renewal have been agreed with service charges now paid by The Vine as with the other leases.

### Current Year Activities

Wendage Pollution Control have continued to maintain and monitor the cellar automatic water extraction system. The system has required some repairs during the year. Access to the cellar remains available only from the rear of the building.



# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA

The high street activities of our tenants appear to have returned to normal following the lifting of all restrictions.

Income received from the lettings continues to be retained to maintain and gradually improve the building. Building expenditure during the year was on repairs and maintenance providing a surplus of £22,996 for the current year. In the longer term, with full occupation of the building, the reserves are forecast to increase by £15/20,000 per year.

A substantial reserve (£243,479) remains accumulated at the year-end as a safeguard against any excessive costs, which may arise with such an old building and with a long-term aim to restore the building as near as possible to its original condition. This reserve has been lodged mainly with CCLA to improve return while maintaining security. An alternative account needs to be arranged as funds in our main banker now exceed the £85,000 FSCS banking guarantee. The Trustees have discussed the level of these reserves and agreed that it would be prudent to retain one year's normal expenses (£50,000) as a minimum. Funds more than the minimum may be committed to further building improvements, although there are no specific plans at this time.

## Future Plans

Howard Emberson has retired and transferred his business to Nick Henson trading as Vospers, Friend & Falcke who now act as our managing agent.

The long-term decline in the high street could eventually cause the income received by the Institute from its three high street shops to be reduced. A vacated shop becomes a liability after three months due to the loss of income and the additional requirement to pay the business rates on empty properties.

All capital plans remain subject to the availability of funds and the need to maintain a reserve for unforeseen expenses.

## Trustees

|                   |           |                  |
|-------------------|-----------|------------------|
| Lesley Buckland   | Chairman  |                  |
| Richard G Hickman | Treasurer |                  |
| Gareth Palmer     | Secretary | Keith Bean       |
| Sue Hathaway      |           | Rachel Winkworth |

Board of Trustees  
April 2023



# The Aldershot Institute

Registered Charity 301720

Station Road, Aldershot, Hampshire GU11 1BA

## The Institute Today



## Yesteryear





# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA



This is to confirm that  
THE ALDERSHOT INSTITUTE

was entered on the Register of Charities on

11 September 1962

Registered charity number:

301720

*Suzi Leather*  
Dame Suzi Leather  
Chair

*Sam Younger*  
Sam Younger  
Chief Executive

This certificate confirms that a charity has been entered on to the Register of Charities.  
You can check a charity's current registration status by visiting the Register of Charities at  
[www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)





# **The Aldershot Institute**

**Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA**

## **ACCOUNTS FOR THE YEAR TO 28TH FEBRUARY 2023**

# Income and Expenditure Account

for the Year ended 28 February 2023

## INCOME

|                   |              | 2023          |        | 2022          |
|-------------------|--------------|---------------|--------|---------------|
| Shop Rents        |              |               |        |               |
| 102 Victoria Road | 12,500       |               | 12,500 |               |
| 104 Victoria Road | 8,838        |               | 8,750  |               |
| 106 Victoria Road | 9,500        | 30,838        | 11,875 | 33,125        |
| Other Rents       |              |               |        |               |
| The Vine          | 10,000       | 10,000        | 10,000 | 10,000        |
| Other Income      |              |               |        |               |
| Bank Interest     |              | 1,262         |        | 24            |
| Reimbursements    |              |               |        |               |
|                   | Total Income | <b>42,100</b> |        | <b>43,149</b> |

## EXPENSES

|                       |               | 2023          |       | 2022          |
|-----------------------|---------------|---------------|-------|---------------|
| Building improvements |               |               |       | 3,780         |
| Building Insurance    |               | 3,838         |       | 3,190         |
| Property Taxes        |               |               |       |               |
| Professional Fees     |               |               |       |               |
| Architects/Planning   |               |               |       |               |
| Estate Agent          | 5,500         |               | 5,775 |               |
| Legal/Consulting      | 4,342         |               |       |               |
| Other Fees            |               | 9,842         |       | 5,775         |
| Water                 |               |               |       |               |
| Gas                   |               |               |       |               |
| Electricity           |               |               |       |               |
| Waste Disposal        |               |               |       |               |
| Repairs & Maintenance |               | 5,424         |       | 3,619         |
| Office Costs          |               |               |       |               |
| Donations             |               |               |       | 2,858         |
| Trustee Expenses      |               |               |       |               |
|                       | Total Expense | <b>19,104</b> |       | <b>15,603</b> |
| <b>NET INCOME</b>     |               | <b>22,996</b> |       | <b>27,546</b> |

## Balance Sheet as at 28 February 2023

|                                     | As at 28 Feb<br>2023 | As at 28 Feb<br>2022 |
|-------------------------------------|----------------------|----------------------|
| <u>CURRENT ASSETS</u>               |                      |                      |
| Balance at Bank                     |                      |                      |
| Interest Account                    | 75,569               | 45,551               |
| Current Account                     | 84,258               | 92,524               |
| COIF Deposit Account                | 83,867               | 82,623               |
|                                     | 243,694              | 220,698              |
| <br><u>LESS CURRENT LIABILITIES</u> |                      |                      |
| Account Inspection                  | (215)                | (215)                |
| <br><u>NET CURRENT ASSETS</u>       | <br><b>243,479</b>   | <br><b>220,483</b>   |
| <br>Represented by                  |                      |                      |
| <u>RESIDUE ACCOUNT</u>              |                      |                      |
| Reserves brought forward            | 220,483              | 192,937              |
| Excess Income (Expenditure)         | 22,996               | 27,546               |
|                                     | <b>243,479</b>       | <b>220,483</b>       |



Richard G Hickman  
Treasurer/Trustee  
The Aldershot Institute  
May 2023

# Notes to the Account for the year to 28 February 2023

## 1 Accounting Policies

### Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting for Charities".

### Income

Income received is recognised on receipt.

### Expenses

Expenses are recognised on receipt of a bill or invoice for supplies

## 2 Controlling Party

The ultimate controlling party of the Charity are the Trustees

3 There is an estimated liability of £215 to pay for the account inspection.

4 The Charities Bankers are:-

Barclays plc, Aldershot Branch - Current and Interest Accounts  
CCLA, London EC4 - COIF Charities Deposit Account

4 The Balance Sheet has not been adjusted to include the following fixed assets, which are noted at the June 2014 estimated reinstatement cost prepared by Vosper's Chartered Surveyors:

|                     |            |
|---------------------|------------|
| Building (Freehold) | £2,245,000 |
| Loss of Rent        | 24 months  |

5 The Building Insurance was paid and recovered directly from clients by our Agent, except for The Vine which is paid by The Institute.

## 6 Movement on Reserves

Reserves of £220,483 were brought forward at 1 March 2022 and a surplus of £22,996 was achieved in the year ending 28 February 2023. Reserves of £243,479 are carried forward at 1 March 2023.

7 The £159,827 held in Barclays Accounts exceeds the £85,000 FSCS banking guarantee requiring the opening of an alternative account.

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ALDRESHOT INSTITUTE**

I report on the accounts of the Charity for the year ended 28 February 2023 which are set out on the preceding pages.

### **Respective responsibilities of trustees and examiner**

As the charity's trustees, you are responsible for the preparation of the accounts. You consider that the audit requirements of Section 144 of the Charities Act 2011 does not apply.

It is my responsibility to state, on the basis of procedures specified by the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts prepared with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures adopted do not provide all the evidence that would be required in an Audit and consequently I do not express an opinion in the view given by the accounts.

### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

i) which gives me reasonable cause to believe that in any material respects the requirements

- to keep accounting records in accordance with Section 130 of the Act
- to prepare annual accounts which accord with the accounting records and do comply with the accounting requirements of the Act have not been met, or

ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

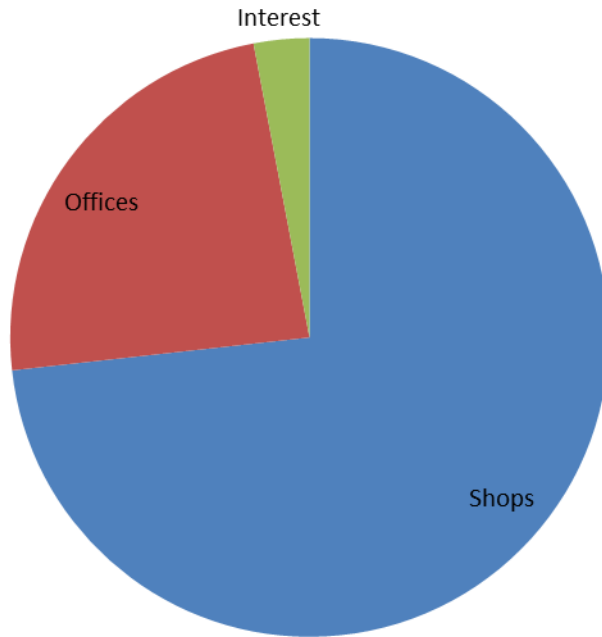
accounts to be reached.



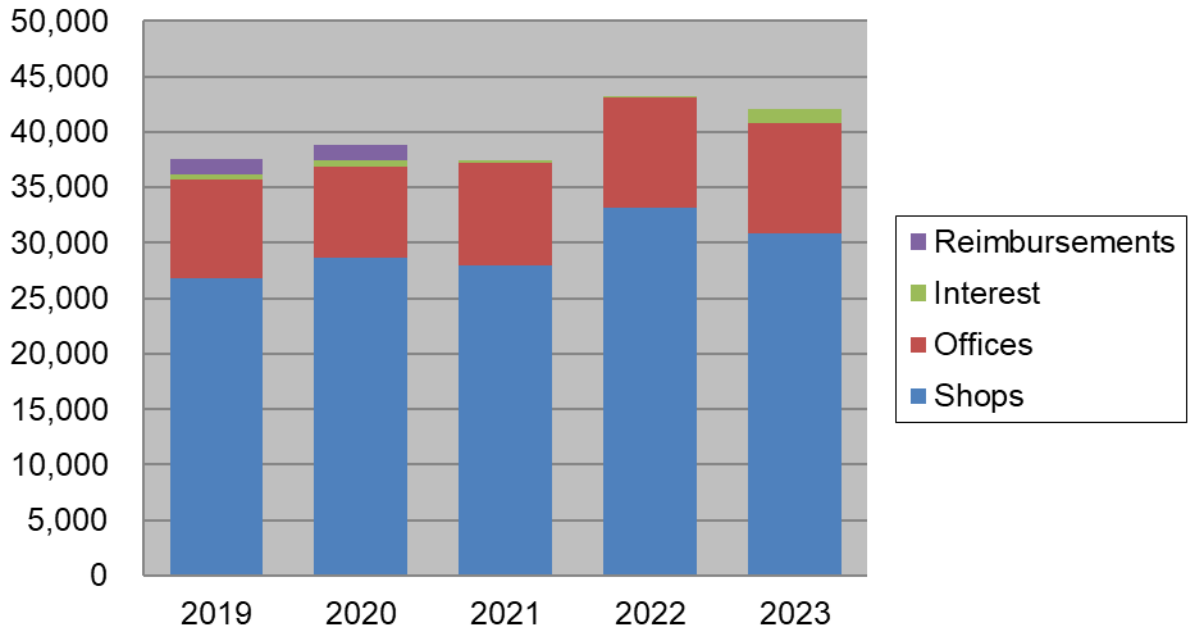
E McLoughlin FCCA ATT  
13 Beta Road  
Farnborough  
Hampshire  
GU14 8PG

Date: 4 October 2023

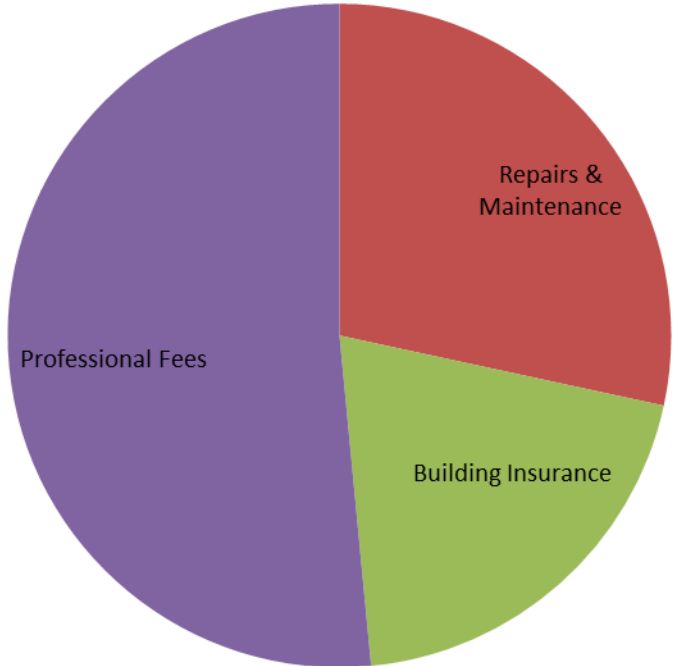
## Income 2022/23



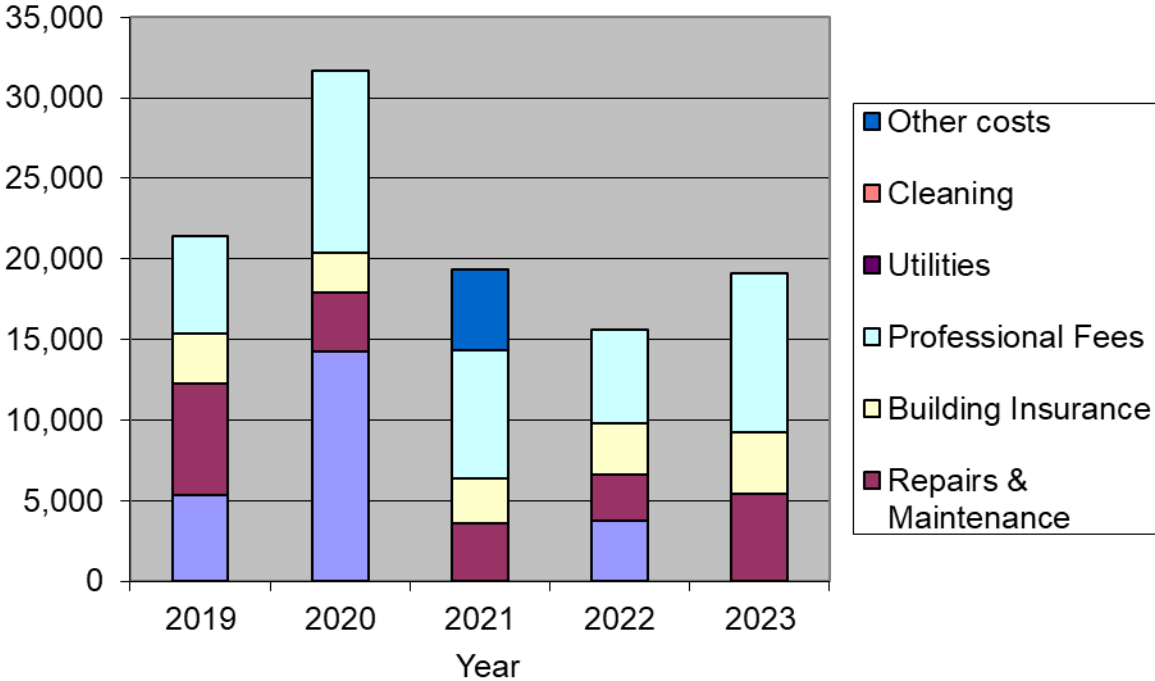
## 5 Year Income Sources



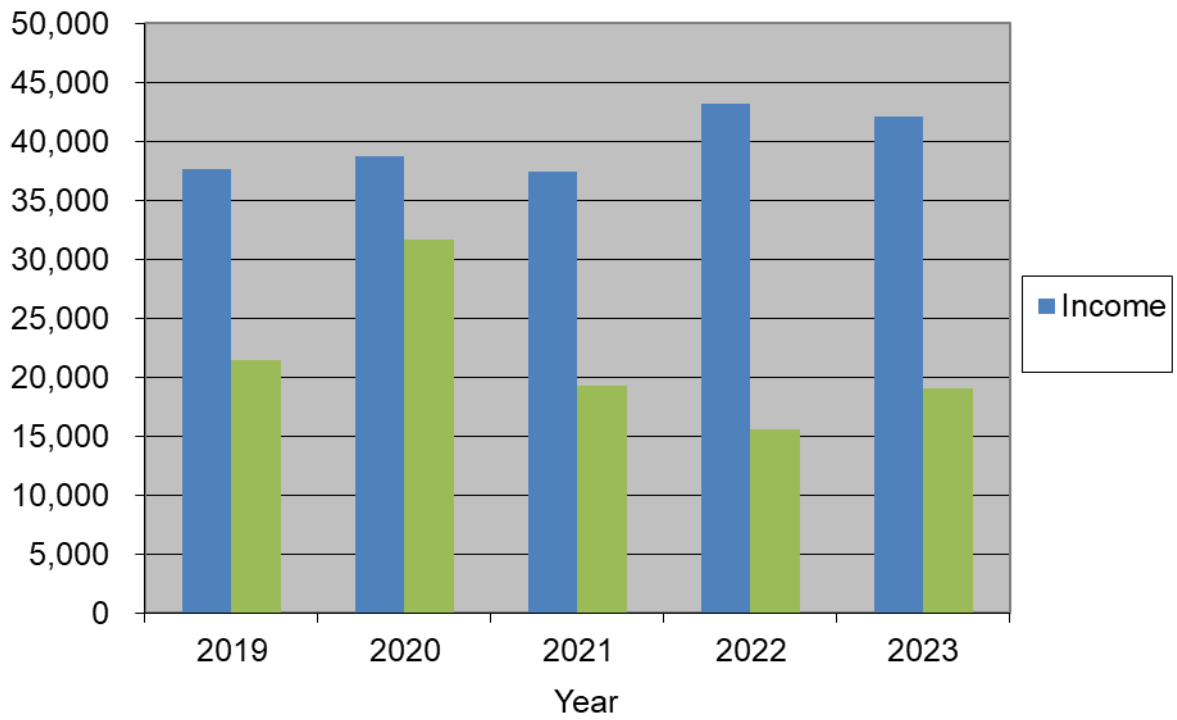
### Expenditure 2022/23



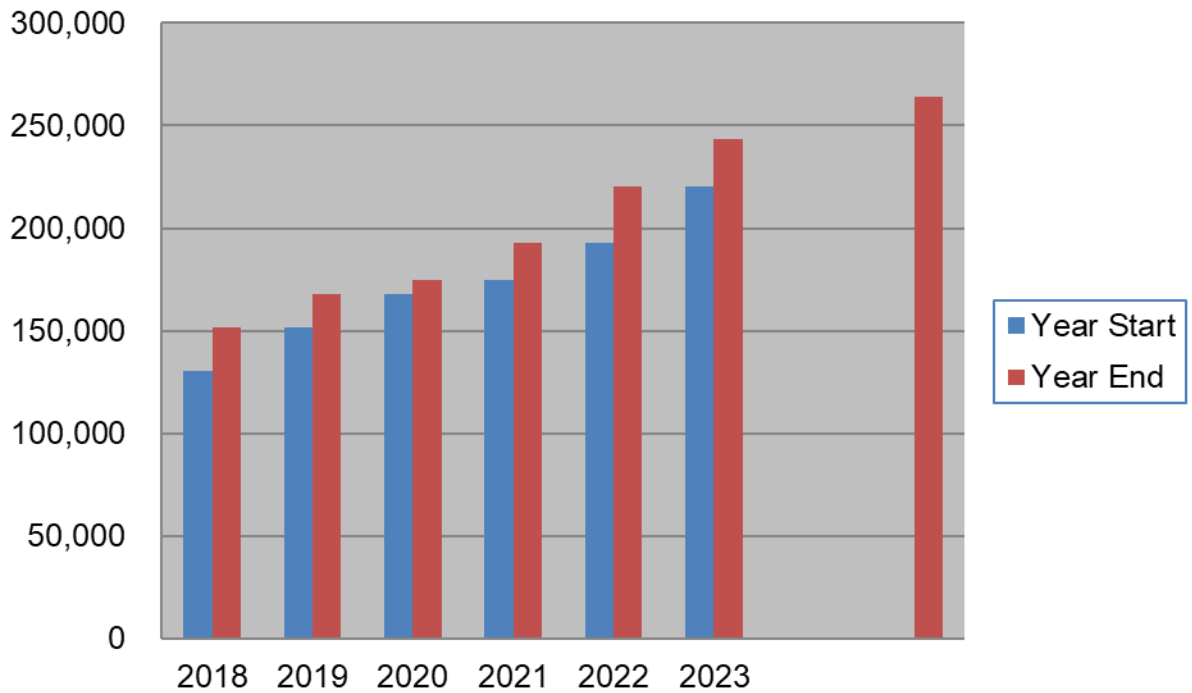
### 5 Year Expense Summary



### 5 Year Income/Expense Summary



### Reserve Forecast



**THE ALDERSHOT INSTITUTE**

England & Wales - Charity number 301720

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# Accounts

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# **The Aldershot Institute**

**Registered Charity 301720**

**Station Road, Aldershot, Hampshire GU11 1BA**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDING 28TH FEBRUARY 2022**



# The Aldershot Institute

Registered Charity 301720

Station Road, Aldershot, Hampshire GU11 1BA

## REPORT OF THE TRUSTEES OF THE ALDERSHOT INSTITUTE FOR THE YEAR ENDING 28TH FEBRUARY 2022

### Background

The Aldershot Institute is a charity registered in September 1962 and owns the three story building on the corner of Victoria/Station Road. The building dates from the late 1880's.

The ground floor has been let commercially for many years as three shop units, the leases for which provide the major funds to maintain the building. With no car parking facilities at hand and no lift to the public rooms on the first and second floors, there was no interest in using the premises for social activities as originally envisaged. After many years of little use, the Hampshire Youth Bureau was housed on the second floor until its closure in 2010. It was confirmed that this letting came within the terms of the Charitable Status and the upper floor space has been leased to other similar organisations since that time. A lift was installed in 2012/13 to allow full access to all floors.

### Current Position

The premises have been let for the past year as follows: -

#### Ground Floor Shops:

102 Victoria Road – Belvoir Lettings Agency

104 Victoria Road – Nepalese Travel Agency

106 Victoria Road – Nepalese Clothing Retailer

The shops at 102, 104 and 106 are let on commercial leases. The leases on 102 and 104 were renewed in 2019 and a new lease for 106 was agreed during 2020. The lease on 102 was reassigned to another Belvoir franchisee in early 2021.

#### First and Second Floors:

The Vine Charity, who took up occupation in October 2012, have continued to occupy the upper floors and to expand their services to the local community. The lease was renewed from October 2017 for five years. Renewal terms for a further five years have been agreed and the legal documents are being prepared.

### Current Year Activities

Wendage Pollution Control have continued to maintain and monitor the cellar automatic water extraction system. The system appears to remain satisfactory. Access to the cellar remains available from the rear of the building.



# The Aldershot Institute

Registered Charity 301720

Station Road, Aldershot, Hampshire GU11 1BA

The reduction in high street activities caused by the measures to control the spread of the Corona Virus pandemic continued into 2021. A rent holiday was offered to our tenants at the start of lockdown but was only taken up by shop 106 for one month. Repayment was made in March 2021.

Income received from the lettings continues to be retained to maintain and gradually improve the building. Building expenditure during the year was on repairs and maintenance and a payment to The Vine to enable redecoration, resulting in a surplus of £27,546 for the current year. In the longer term, with full occupation of the building, the reserves are forecast to increase by £15/20,000 per year.

A substantial reserve (£220,483) remains accumulated at the year-end as a safeguard against any excessive costs, which may arise with such an old building and with a long-term aim to restore the building as near as possible to its original condition. This reserve has been lodged mainly with CCLA to improve return while maintaining security. An alternative account needs to be arranged as funds in our main banker now exceed the £85,000 FSCS banking guarantee. The Trustees have discussed the level of these reserves and agreed that it would be prudent to retain one year's normal expenses (£50,000) as a minimum. Funds more than the minimum may be committed to further building improvements, although there are no specific plans at this time.

## Future Plans

Howard Emberson of Emberson & Co Ltd continues to act as our managing agent.

The Corona Virus pandemic restrictions have been removed but uncertainties remain, although the effects on the Institute are limited. The longer-term decline in the high street could eventually cause the income received by the Institute from its three high street shops to be reduced. A vacated shop becomes a liability after three months due to the loss of income and the additional requirement to pay the business rates on empty properties.

All capital plans remain subject to the availability of funds and the need to maintain a reserve for unforeseen expenses.

## Trustees

Lesley Buckland      Chairman  
Richard G Hickman    Treasurer  
Gareth Palmer        Secretary  
Sue Hathaway

Keith Bean      from 1<sup>st</sup> March 2021  
Rachel Winkworth      from 1<sup>st</sup> March 2021

Board of Trustees  
April 2022



# The Aldershot Institute

Registered Charity 301720

Station Road, Aldershot, Hampshire GU11 1BA

## The Institute Today



## Yesteryear





# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA



This is to confirm that  
THE ALDERSHOT INSTITUTE

was entered on the Register of Charities on

11 September 1962

Registered charity number:

301720

*Suzi Leather*  
Dame Suzi Leather  
Chair

*Sam Younger*  
Sam Younger  
Chief Executive

This certificate confirms that a charity has been entered on to the Register of Charities.  
You can check a charity's current registration status by visiting the Register of Charities at  
[www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)





# **The Aldershot Institute**

**Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA**

## **ACCOUNTS FOR THE YEAR TO 28TH FEBRUARY 2022**

# Income and Expenditure Account

for the Year ended 28 February 2022

## INCOME

|                   |        | 2022          |        | 2021          |
|-------------------|--------|---------------|--------|---------------|
| Shop Rents        |        |               |        |               |
| 102 Victoria Road | 12,500 |               | 12,500 |               |
| 104 Victoria Road | 8,750  |               | 8,750  |               |
| 106 Victoria Road | 11,875 | 33,125        | 6,751  | 28,001        |
| Other Rents       |        |               |        |               |
| The Vine          | 10,000 | 10,000        | 9,250  | 9,250         |
| Other Income      |        |               |        |               |
| Bank Interest     |        | 24            |        | 171           |
| Reimbursements    |        |               |        |               |
| Total Income      |        | <b>43,149</b> |        | <b>37,422</b> |

## EXPENSES

|                       |       | 2022          |       | 2021          |
|-----------------------|-------|---------------|-------|---------------|
| Building improvements |       | 3,780         |       |               |
| Building Insurance    |       | 3,190         |       | 2,765         |
| Property Taxes        |       |               |       |               |
| Professional Fees     |       |               |       |               |
| Architects/Planning   |       |               |       |               |
| Estate Agent          | 5,775 |               | 6,210 |               |
| Legal/Consulting      | .     |               | 1,500 |               |
| Other Fees            |       | 5,775         | 215   | 7,925         |
| Water                 |       |               |       |               |
| Gas                   |       |               |       |               |
| Electricity           |       |               |       |               |
| Waste Disposal        |       |               |       |               |
| Repairs & Maintenance |       | 2,858         |       | 3,619         |
| Office Costs          |       |               |       |               |
| Donations             |       |               |       | 5,000         |
| Trustee Expenses      |       |               |       |               |
| Total Expense         |       | <b>15,603</b> |       | <b>19,309</b> |
| <b>NET INCOME</b>     |       | <b>27,546</b> |       | <b>18,113</b> |

## Balance Sheet as at 28 February 2022

|                                   | As at 28 Feb<br>2022 | As at 29 Feb<br>2021 |
|-----------------------------------|----------------------|----------------------|
| <u>CURRENT ASSETS</u>             |                      |                      |
| Balance at Bank                   |                      |                      |
| Interest Account                  | 45,551               | 45,546               |
| Current Account                   | 92,524               | 65,002               |
| COIF Deposit Account              | 82,623               | 82,604               |
|                                   | 220,698              | 193,152              |
| <u>LESS CURRENT LIABILITIES</u>   |                      |                      |
| Account Inspection                | (215)                | (215)                |
| <u>NET SURPLUS (DEFICIT)</u>      | <b>220,483</b>       | <b>192,937</b>       |
| Represented by                    |                      |                      |
| <u>RESIDUE ACCOUNT</u>            |                      |                      |
| Surplus (Deficit) brought forward | 192,937              | 174,824              |
| Excess Income (Expenditure)       | 27,546               | 18,113               |
|                                   | <b>220,483</b>       | <b>192,937</b>       |



Richard G Hickman  
Treasurer/Trustee  
The Aldershot Institute  
April 2022

# Notes to the Account for the year to 28 February 2022

## 1 Accounting Policies

### Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting for Charities".

### Income

Income received is recognised on receipt.

### Expenses

Expenses are recognised on receipt of a bill or invoice for supplies

## 2 Controlling Party

The ultimate controlling party of the Charity are the Trustees

3 There is an estimated liability of £215 to pay for the account inspection.

4 The Charities Bankers are:-

Barclays plc, Aldershot Branch - Current and Interest Accounts  
CCLA, London EC4 - COIF Charities Deposit Account

4 The Balance Sheet has not been adjusted to include the following fixed assets, which are noted at the June 2014 estimated reinstatement cost prepared by Vospers Chartered Surveyors:

|                     |            |
|---------------------|------------|
| Building (Freehold) | £2,245,000 |
| Loss of Rent        | 24 months  |

5 The Building Insurance was paid and recovered directly from clients by our Agent, except for The Vine which is paid by The Institute.

## 6 Movement on Reserves

Reserves of £192,937 were brought forward at 1 March 2021 and a surplus of £27,546 was achieved in the year ending 28 February 2022. Reserves of £220,483 are carried forward at 1 March 2022.

7 The £138,024 held in Barclays Accounts exceeds the £85,000 FSCS banking guarantee requiring the opening of an alternative account.

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ALDERSHOT INSTITUTE**

I report on the accounts of the Charity for the year ended 28 February 2022 which are set out on the preceding pages.

### **Respective responsibilities of trustees and examiner**

As the charity's trustees, you are responsible for the preparation of the accounts. You consider that the audit requirements of Section 144 of the Charities Act 2011 does not apply. It is my responsibility to state, on the basis of procedures specified by the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to my attention.

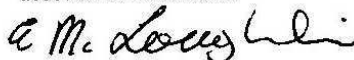
### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts prepared with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures adopted do not provide all the evidence that would be required in an Audit and consequently I do not express an opinion in the view given by the accounts.

### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

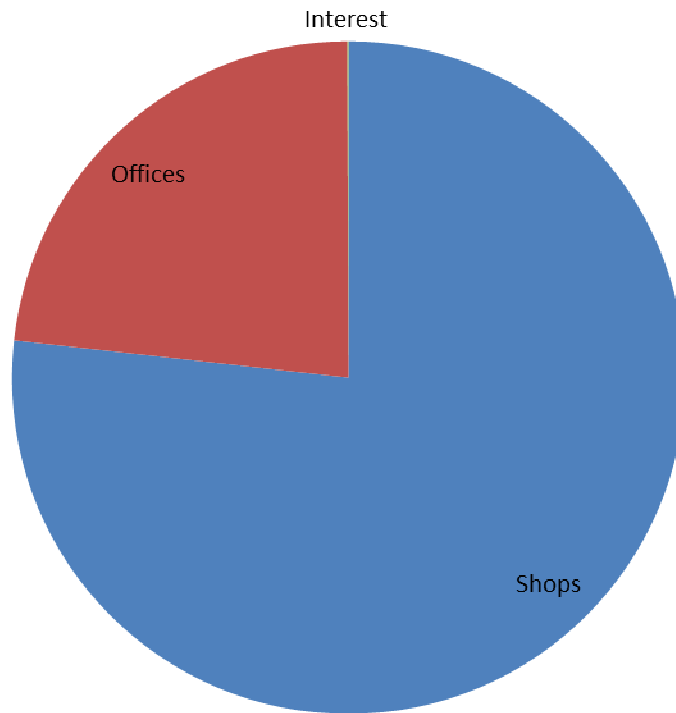
- i) which gives me reasonable cause to believe that in any material respects the requirements
  - to keep accounting records in accordance with Section 130 of the Act
  - to prepare annual accounts which accord with the accounting records and do comply with the accounting requirements of the Acthave not been met, or
- ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



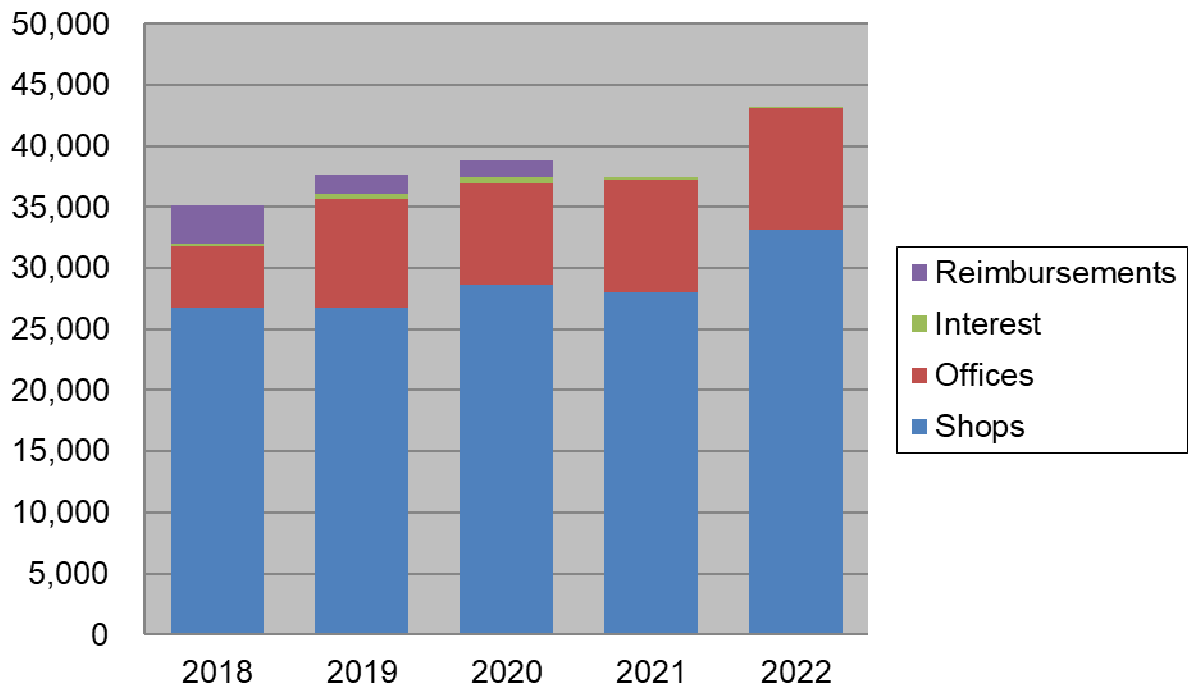
E McLoughlin FCCA ATT  
13 Beta Road  
Farnborough  
Hampshire  
GU14 8PG

Date: 30 September 2022

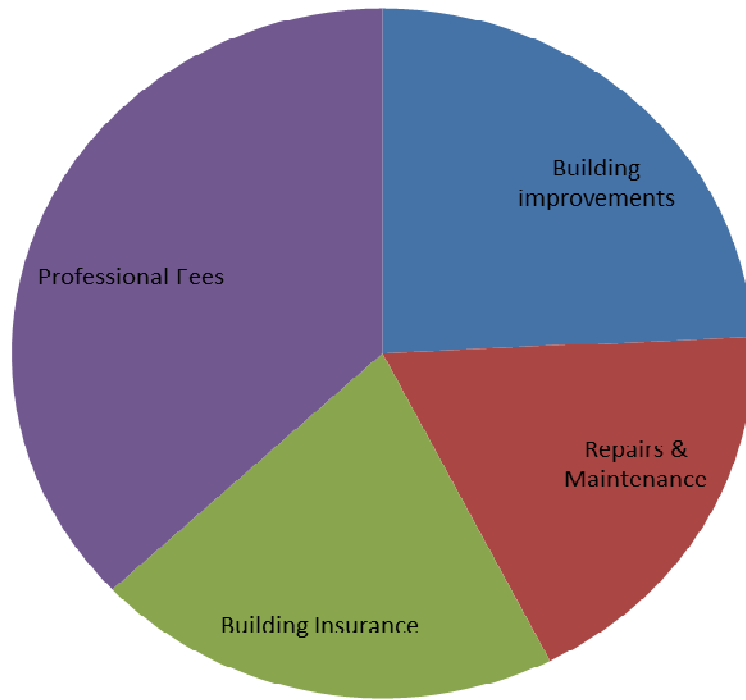
## Income 2021/22



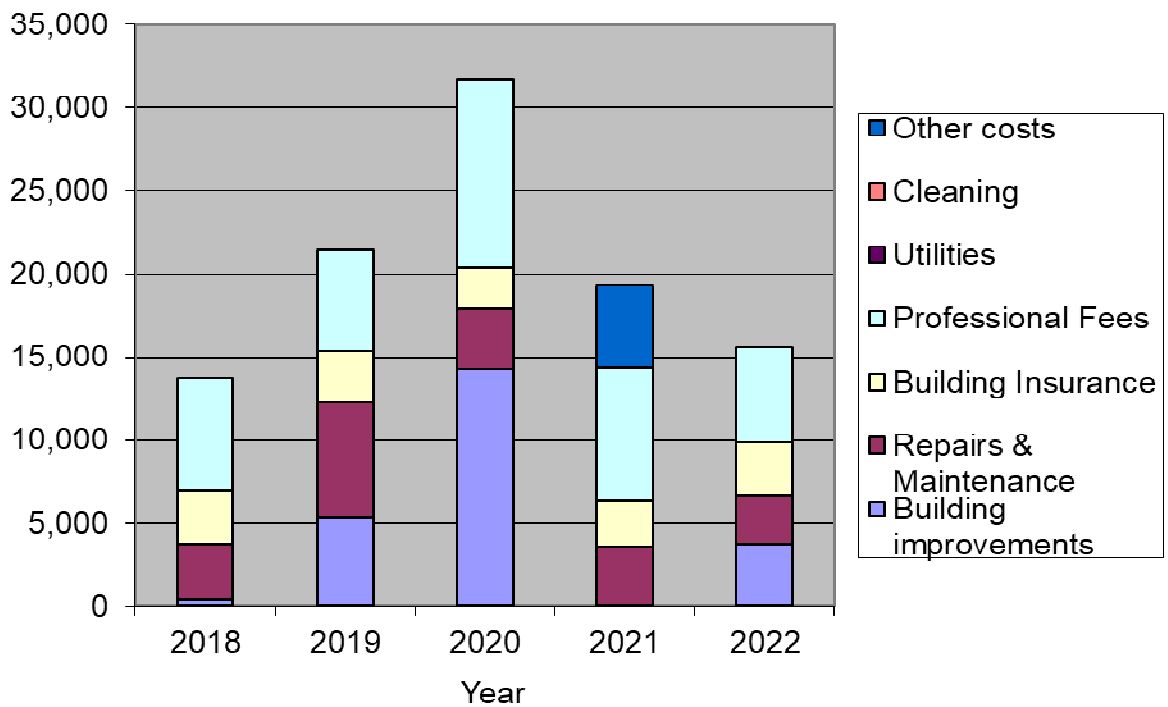
## 5 Year Income Sources



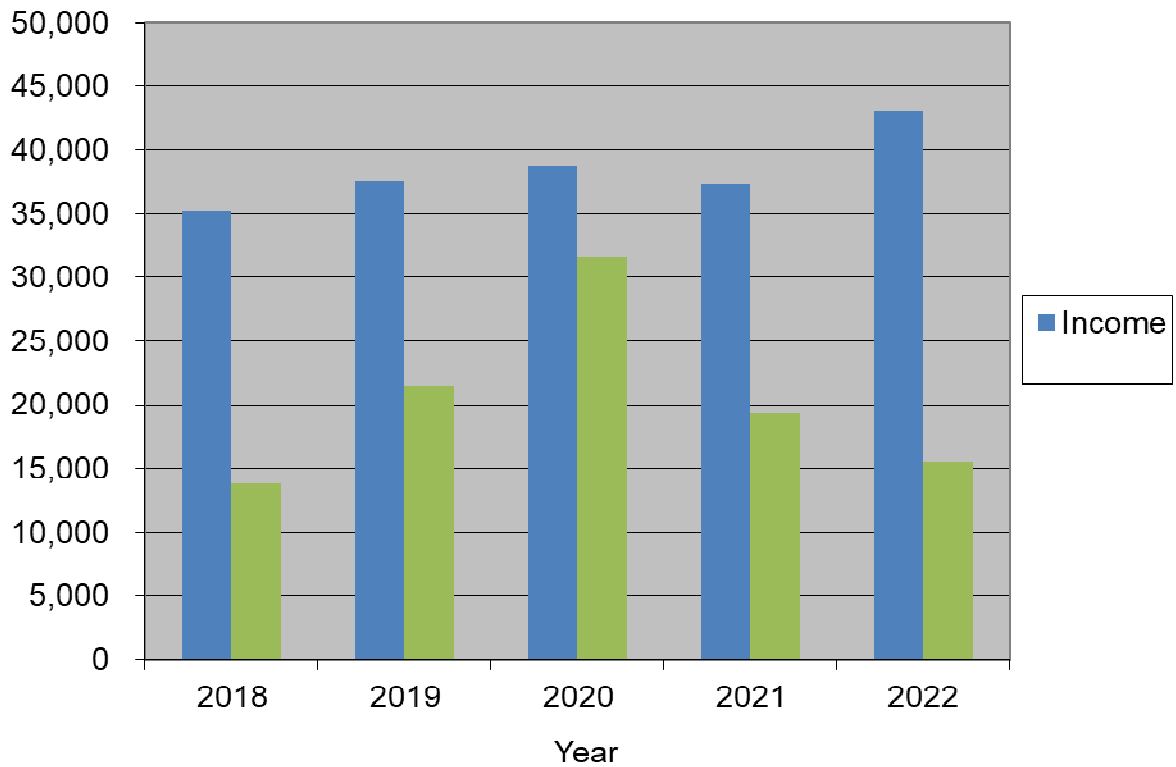
## Expenditure 2021/22



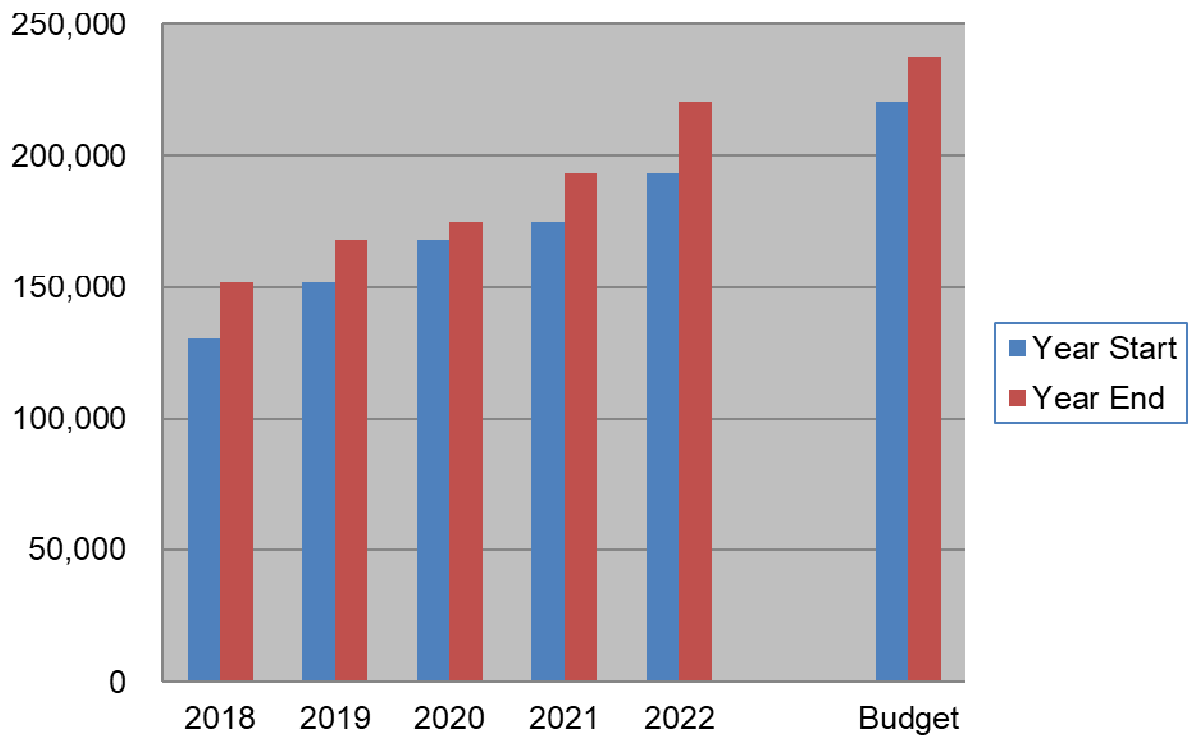
## 5 Year Expense Summary



## 5 Year Income/Expense Summary



## Reserve Forecast



**THE ALDERSHOT INSTITUTE**

England & Wales - Charity number 301720

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# Accounts

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# **The Aldershot Institute**

**Registered Charity 301720**

**Station Road, Aldershot, Hampshire GU11 1BA**

## **ANNUAL REPORT OF THE TRUSTEES FOR THE YEAR ENDING 28TH FEBRUARY 2021**



# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA

## REPORT OF THE TRUSTEES OF THE ALDERSHOT INSTITUTE FOR THE YEAR ENDING 28TH FEBRUARY 2021

### Background

The Aldershot Institute is a charity registered in September 1962 and owns the three story building on the corner of Victoria/Station Road. The building dates from the late 1880's.

The ground floor has been let commercially for many years as three shop units, the leases for which provide the major funds to maintain the building. With no car parking facilities at hand and no lift to the public rooms on the first and second floors, there was no interest in using the premises for social activities as originally envisaged. After many years of little use, the Hampshire Youth Bureau was housed on the second floor until its closure in 2010. It was confirmed that this letting came within the terms of the Charitable Status and the upper floor space has been leased to other similar organisations since that time. A lift was installed in 2012/13 to allow full access to all floors.

### Current Position

The premises have been let for the past year as follows: -

#### Ground Floor Shops:

102 Victoria Road – Belvoir Lettings Agency  
104 Victoria Road – Nepalese Travel Agency  
106 Victoria Road – Nepalese Clothing Retailer

The shops at 102, 104 and 106 are let on commercial leases. The leases on 102 and 104 were renewed in 2019 and a new lease for 106 was agreed during 2020. The lease on 102 was reassigned to another Belvoir franchisee in early 2021.

#### First and Second Floors:

The Vine Charity, who took up occupation in October 2012, have continued to occupy the upper floors and to expand their services to the local community. The lease was renewed from October 2017 for five years.

### Current Year Activities

Wendage Pollution Control have continued to maintain and monitor the cellar automatic water extraction system. The system appears to remain satisfactory. Access to the cellar remains available from the rear of the building, with the old entrance door replaced during the year.



# The Aldershot Institute

Registered Charity 301720

Station Road, Aldershot, Hampshire GU11 1BA

The reduction in high street activities caused by the measures to control the spread of the Corona Virus pandemic has caused considerable uncertainties in 2020 and is continuing into 2021. A rent holiday was offered to our tenants at the start of lockdown, but was only taken up by shop 106 for one month. Repayment is due shortly unless an extension is requested.

Income received from the lettings continues to be retained to maintain and gradually improve the building. Building expenditure during the year was only on repairs and maintenance, resulting in a surplus of £18,112 for the current year. In the longer term, with full occupation of the building, the reserves are forecast to increase by £10/15,000 per year.

A substantial reserve (£192,936) remains accumulated at the year-end as a safeguard against any excessive costs, which may arise with such an old building and with a long-term aim to restore the building as near as possible to its original condition. This reserve has been lodged mainly with CCLA to improve return while maintaining security. An alternative account needs to be arranged as funds in our main banker now exceed the £85,000 FSCS banking guarantee. The Trustees have discussed the level of these reserves and agreed that it would be prudent to retain one year's normal expenses (£50,000) as a minimum. Funds more than the minimum may be committed to further building improvements, although there are no specific plans at this time.

## Future Plans

Howard Emberson of Emberson & Co Ltd continues to act as our managing agent.

The Corona Virus pandemic is expected to continue uncertainties in 2021, although the immediate effects on the Institute are limited. The longer-term decline in the high street could eventually cause the income received by the Institute from its three high street shops to be reduced. A vacated shop becomes a liability after three months due to the loss of income and the additional requirement to pay the business rates on empty properties.

All capital plans remain subject to the availability of funds and the need to maintain a reserve for unforeseen expenses.

## Trustees

|                   |           |
|-------------------|-----------|
| Lesley Buckland   | Chairman  |
| Richard G Hickman | Treasurer |
| Gareth Palmer     | Secretary |
| Rosemary Posse    | Retired   |
| Sue Hathaway      |           |

|                  |                                 |
|------------------|---------------------------------|
| Keith Bean       | from 1 <sup>st</sup> March 2021 |
| Rachel Winkworth | from 1 <sup>st</sup> March 2021 |

Board of Trustees  
April 2021



# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA

## The Institute Today



## Yesteryear





# The Aldershot Institute

Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA



This is to confirm that  
THE ALDERSHOT INSTITUTE

was entered on the Register of Charities on

11 September 1962

Registered charity number:

301720

*Suzi Leather*  
Dame Suzi Leather  
Chair

*Sam Younger*  
Sam Younger  
Chief Executive

This certificate confirms that a charity has been entered on to the Register of Charities.  
You can check a charity's current registration status by visiting the Register of Charities at  
[www.charitycommission.gov.uk](http://www.charitycommission.gov.uk)





# **The Aldershot Institute**

**Registered Charity 301720  
Station Road, Aldershot, Hampshire GU11 1BA**

## **ACCOUNTS FOR THE YEAR TO 28TH FEBRUARY 2021**

# Income and Expenditure Account

for the Year ended 28 February 2021

## INCOME

|                   |        | 2021          |        | 2020          |
|-------------------|--------|---------------|--------|---------------|
| Shop Rents        |        |               |        |               |
| 102 Victoria Road | 12,500 |               | 12,125 |               |
| 104 Victoria Road | 8,750  |               | 8,512  |               |
| 106 Victoria Road | 6,751  | 28,001        | 8,000  | 28,637        |
| Other Rents       |        |               |        |               |
| The Vine          | 9,250  | 9,250         | 8,250  | 8,250         |
| Other Income      |        |               |        |               |
| Bank Interest     |        | 171           |        | 595           |
| Reimbursements    |        |               |        | 1,299         |
| Total Income      |        | <b>37,422</b> |        | <b>38,781</b> |

## EXPENSES

|                       |       | 2021          |       | 2020          |
|-----------------------|-------|---------------|-------|---------------|
| Building improvements |       |               |       | 14,286        |
| Building Insurance    |       | 2,765         |       | 2,471         |
| Property Taxes        |       |               |       |               |
| Professional Fees     |       |               |       |               |
| Architects/Planning   |       |               |       |               |
| Estate Agent          | 6,210 |               | 6,624 |               |
| Legal/Consulting      | 1,500 |               | 4,473 |               |
| Account Inspection    | 215   | 7,925         | 215   | 11,312        |
| Water                 |       |               |       |               |
| Gas                   |       |               |       |               |
| Electricity           |       |               |       |               |
| Waste Disposal        |       |               |       |               |
| Repairs & Maintenance |       | 3,619         |       | 3,629         |
| Office Costs          |       |               |       |               |
| Donations             |       | 5,000         |       |               |
| Trustee Expenses      |       |               |       |               |
| Total Expense         |       | <b>19,309</b> |       | <b>31,698</b> |
| <b>NET INCOME</b>     |       | <b>18,113</b> |       | <b>7,083</b>  |

## Balance Sheet as at 28 February 2021

|                                   | As at 28 Feb<br>2021 | As at 29 Feb<br>2020 |
|-----------------------------------|----------------------|----------------------|
| <u>CURRENT ASSETS</u>             |                      |                      |
| Balance at Bank                   |                      |                      |
| Interest Account                  | 45,546               | 45,510               |
| Current Account                   | 65,002               | 47,060               |
| COIF Deposit Account              | 82,604               | 82,469               |
|                                   | 193,152              | 175,039              |
| <u>LESS CURRENT LIABILITIES</u>   |                      |                      |
| Account Inspection                | (215)                | (215)                |
| <u>NET SURPLUS (DEFICIT)</u>      | <b>192,937</b>       | <b>174,824</b>       |
| Represented by                    |                      |                      |
| <u>RESIDUE ACCOUNT</u>            |                      |                      |
| Surplus (Deficit) brought forward | 174,824              | 167,741              |
| Excess Income (Expenditure)       | 18,113               | 7,083                |
|                                   | <b>192,937</b>       | <b>174,824</b>       |



Richard G Hickman  
Treasurer/Trustee  
The Aldershot Institute  
April 2021

# Notes to the Account for the year to 28 February 2021

## 1 Accounting Policies

### Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with applicable accounting standards and the Statement of Recommended Practice "Accounting for Charities".

### Income

Income received is recognised on receipt.

### Expenses

Expenses are recognised on receipt of a bill or invoice for supplies

## 2 Controlling Party

The ultimate controlling party of the Charity are the Trustees

3 There is an estimated liability of £215 to pay for the account inspection.

4 The Charities Bankers are:-

Barclays plc, Aldershot Branch - Current and Interest Accounts  
CCLA, London EC4 - COIF Charities Deposit Account

4 The Balance Sheet has not been adjusted to include the following fixed assets, which are noted at the June 2014 estimated reinstatement cost prepared by Vospers Chartered Surveyors:

|                     |            |
|---------------------|------------|
| Building (Freehold) | £2,245,000 |
| Loss of Rent        | 24 months  |

5 The Building Insurance was paid and recovered directly from clients by our Agent, except for The Vine which is paid by The Institute.

## 6 Movement on Reserves

Reserves of £174,824 were brought forward at 1 March 2020 and a surplus of £18,113 was achieved in the year ending 28 February 2021. Reserves of £192,937 are carried forward at 1 March 2021.

7 The £110,547 held in Barclays Accounts exceeds the £85,000 FSCS banking guarantee requiring the opening of an alternative account.

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE ALDERSHOT INSTITUTE

I report on the accounts of the Charity for the year ended 28 February 2021 which are set out on the preceding pages.

### **Respective responsibilities of trustees and examiner**

As the charity's trustees, you are responsible for the preparation of the accounts. You consider that the audit requirements of Section 144 of the Charities Act 2011 does not apply.

It is my responsibility to state, on the basis of procedures specified by the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to my attention.

### **Basis of Independent Examiner's Report**

My examination was carried out in accordance with general directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts prepared with these records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures adopted do not provide all the evidence that would be required in an Audit and consequently I do not express an opinion in the view given by the accounts.

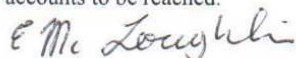
### **Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- i) which gives me reasonable cause to believe that in any material respects the requirements
- to keep accounting records in accordance with Section 130 of the Act
  - to prepare annual accounts which accord with the accounting records and do comply with the accounting requirements of the Act

have not been met, or

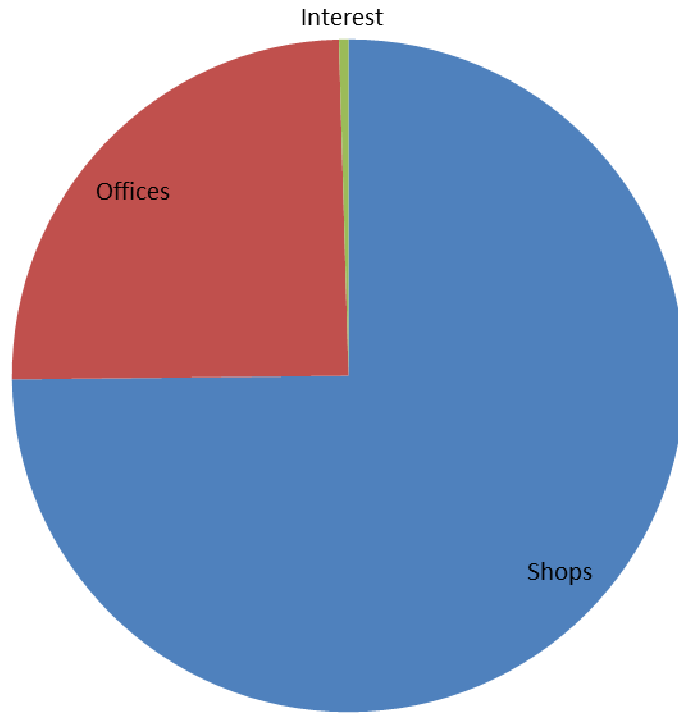
- ii) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



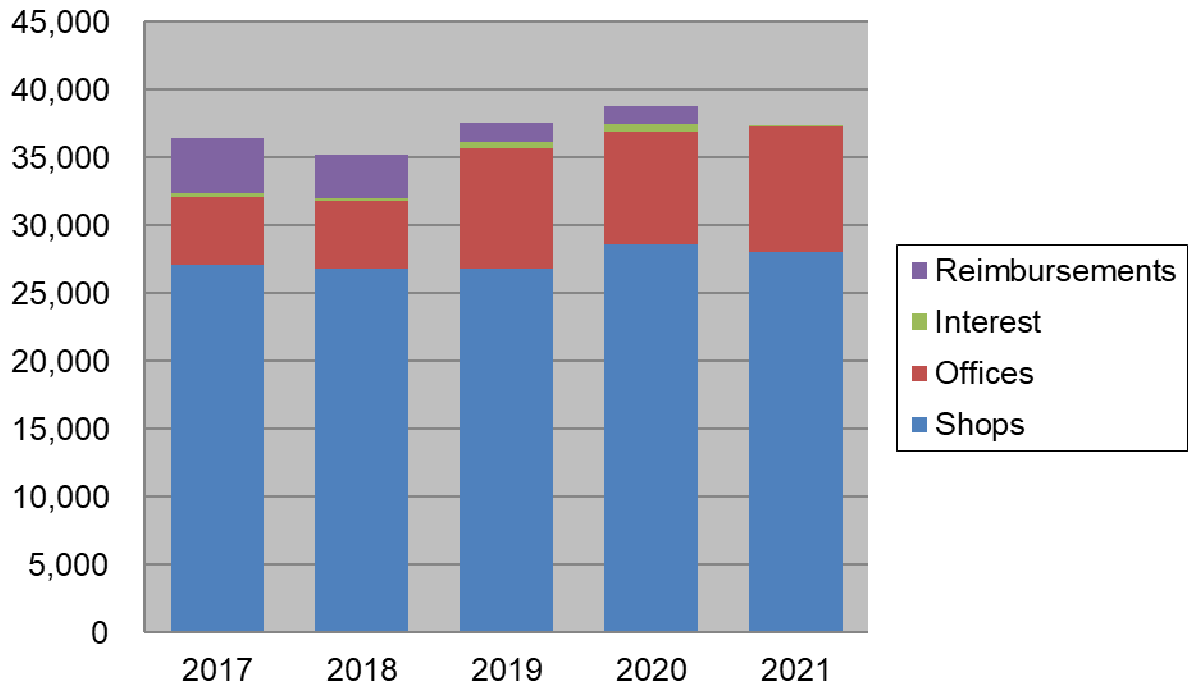
E McLoughlin FCCA ATT  
13 Beta Road  
Farnborough  
Hampshire  
GU14 8PG

Date: 4 October 2021

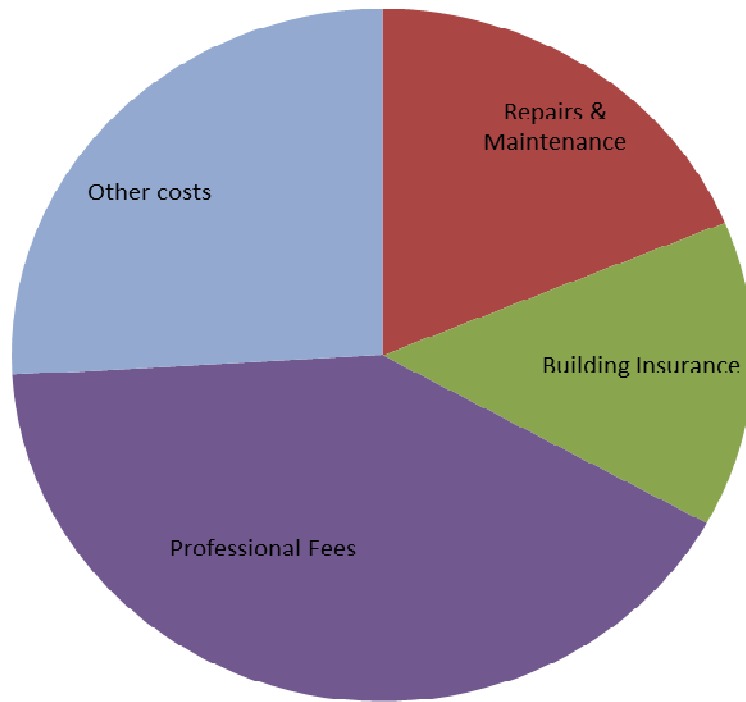
## Income 2020/21



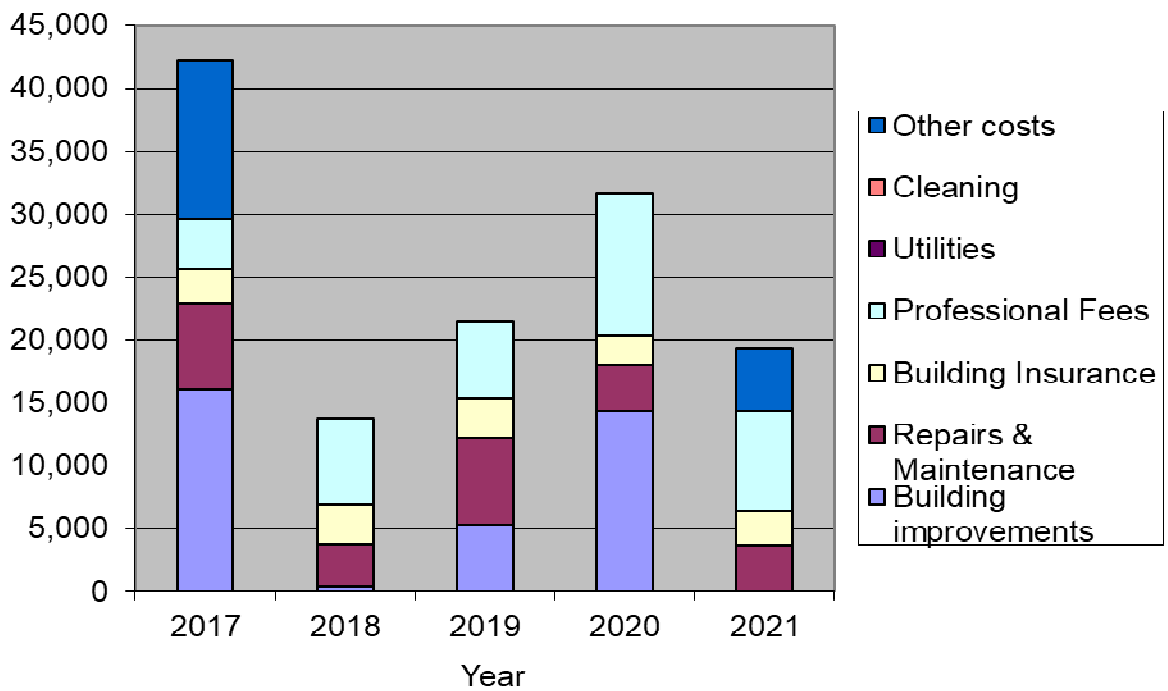
## 5 Year Income Sources



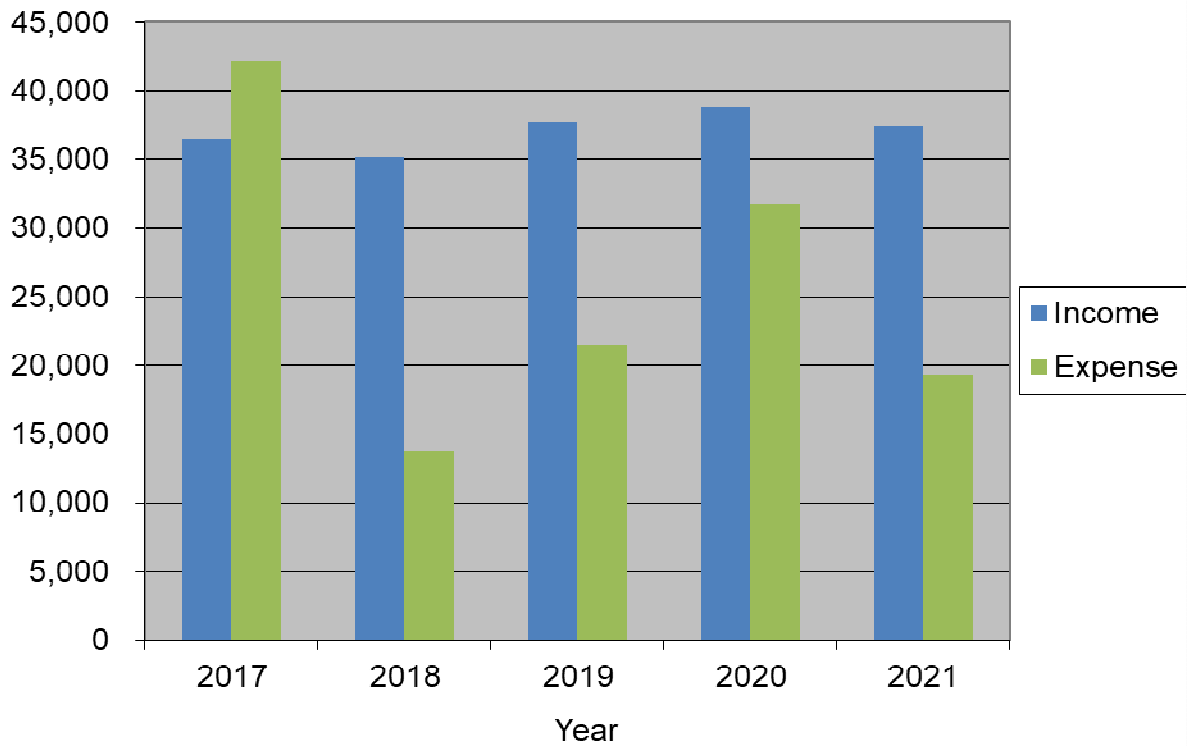
## Expenditure 2020/21



## 5 Year Expense Summary



### 5 Year Income/Expense Summary



### Reserve Forecast

