

Charity Registered Number: 801604
HCA Registered Number: A3751

THE CHARITY OF
EMMA RICE AND W E J KNIGHT
(ALMSHOUSE NO. M1664)
ACCOUNTS
FOR THE YEAR ENDED
31st MARCH 2021

EMMA RICE AND W E J KNIGHT
ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31ST MARCH 2021

INDEX	Page
Administrative Information	1
Report of the Trustees	2 -3
Independent Examiners Report	4
Accounting Policies	5 – 7
Balance Sheet	8
Statement of Financial Activities	9
Notes to the Financial Statements	10 - 12

EMMA RICE AND W E J KNIGHT

ANNUAL REPORT AND ACCOUNTS

Page 1

FOR THE YEAR ENDED 31ST MARCH 2021

Legal and Administrative information:

Charity Number: 801604

Almshouse Number: M1664

HCA Number: A3751

Board of Trustees: Derek Bensley Chair
(Resigned January 2022)
John R Cutts Chair
Michael Loe
Gunilla Loe
Robert Kendall

Secretariate: CVS Northamptonshire

Bankers: Barclays Bank
Northampton Group
PO Box 23
Northampton
NN1 4YD

Santander
1 Market Square
Northampton
NN1 2DN

Solicitors: Tollers
Castilian Chambers
2 Castilian Street
Northampton
NN1 1JX

Independent Examiners: CVS Northamptonshire
32- 36 Hazelwood Road
Northampton
NN1 1LN

REPORT OF THE BOARD OF TRUSTEES

Administrative Details

These are reported on the previous page.

Structure, Government and Management

The charity is an unincorporated association established under the Charity Commissions' scheme of 6th May 1986 as amended by the scheme of 27th January 1995 and subsequently the scheme of 11th January 2005. The Charity is also registered with the Almshouse Association, registered number M1664 and is a registered social landlord with the Homes and Communities Agency registered number A3751.

The current trustees of the charity are listed on the previous page. There were no changes during the year, but we constantly need to add to their number to cope with resignations.

The day-to-day management of the housing scheme continues to be delegated to emha homes with whom a new management agreement was signed on 3rd September 2018, valid for 5 years. There were no changes to the financial arrangements of the former agreement.

The trustees meet at least four times a year and the management agreement provide for regular meetings between the trustees and the management agency. Decisions that are required are taken by the trustees at these meetings taking into consideration information provided by the managing agents.

Currently the trustees have nominated CVS Northamptonshire as its secretariate to deal with day-to-day administrative routine.

Public Benefit

The trustees have had regard to the Charity Commissions' guidance on public benefit and believe that the objectives and activities of the charity meets the criteria to enable the charity to be a public benefit.

Objectives and Activities

The object of the charity is to provide economic accommodation for needy and elderly persons who are ideally residents in Northampton. To this end, the Charity maintains twelve residential units in the two semi-detached properties known as Knight House The Briers in Collingwood Road, Northampton.

REPORT OF THE BOARD OF TRUSTEES

The managing agent provides housing management, tenancy support and maintenance services including letting, tenancy management, rent collection, rent arrears and repairs ordering, work supervision and payment of service costs all according to the current agreement.

Achievements and Performance

During 2020/2021 the Charity maintained 100% occupancy of the twelve units except for short term vacancies.

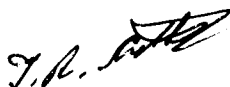
A new quinquennial inspection has been carried out. In the new financial year, the board will start to carry out repairs and modifications as laid out.

Financial Review

The surplus on unrestricted funds during the year amounted to £36,563 (2020: £34,177) of which £32,427 (2020: £29,632) is designated for repairs and replacement. This is a reasonable increase over the last year arising from increases in the resident weekly maintenance contributions (rent equivalent).

Which is a reasonable increase over the previous year in unrestricted funds.

Presented and approved by the Board of Trustees at a committee meeting held on 17th March 2022 and signed on their behalf.



.....
Bob Cutts Trustee



To the Trustees:

EMMA RICE AND W E J KNIGHT (ALMSHOUSE)

Registered Charity Number: 801604

Page 4

INDEPENDENT EXAMINER'S REPORT ON THE ACCOUNTS

Responsibilities and basis of report.

I have Independently Examined the Financial Statements on Pages 8 - 12, for financial year ending 31st March 2021.

Respective responsibilities of Trustees and Examiner

As the charity's trustees, you are responsible for the preparations of the accounts in accordance with the requirements of the Charities Act 2011 ("the 2011 Act"). The charity's Trustees consider an audit is not required for this year under section 144(2) of the Charities Act 2011 or under the Charities Regulation 2008 and that an independent examination is needed.

I report on my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act and under Charity Accounts Regulations 2008.

Basis of Independent Examiner's Report

My examination was carried out in accordance with general Directions given by the Charity Commission and in accordance with section 145 of the Charities Act 2011. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with these records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you the trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view', and the report is limited to those matters set out in the next statement.

Independent Examiner's Statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in material respect:

- the accounting records were not kept in accordance with section 130 of the 2011 Act: or
- the accounts did not accord with the accounting records: or
- the accounts did not comply with the applicable requirements concerning the form and contents of accounts set out in the Charities (Accounts and Reports) Regulation 2008 other than any requirements that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Brenda Peers-Ross

Brenda Peers-Ross FMAAT ACIE

Date: 22nd March 2022

PRINCIPAL ACCOUNTING POLICIES

Basis of preparation

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in UK and Republic of Ireland (FRS 102) (issued 1st October 2019). Financial Reporting Standards 102 The Financial Reporting Standards applicable in the UK and Republic of Ireland and the Charities Act 2011, and the Housing SORP 214, Statement of recommended Practice for Registered Social Housing Providers and comply with the Accounting Direction for Private Registered Providers of Social Housing 2015.

The financial statements have been prepared under the historical cost convention except for the fixed assets and investments which are included at market value.

Emma Rice and W E J Knight (Almshouse No, M1664) is an unincorporated charity, registered in England and Wales. The registered charity number is 80104.

The presentational currency of the financial statements is Pound Sterling (£).

Public Benefit

The objectives and activity of the charity meet the criteria to enable the charity to be a public benefit entity.

Disclosure Exemptions

The financial statements have adopted the following disclosure exemptions:

- The requirement to present a statement of cash flows and related notes.
- Financial instruments disclosure including, categories of financial instruments; items of income, expenses, gains, and losses relating to financial instruments, and exposure to and management of financial risk.

Licence fees and service charges

Licence fees and service charges are brought to accounts on a receivable basis.

Investment Income

Interest is brought into account on a receivable basis and dividend income on a receivable basis.

PRINCIPALE ACCOUNTING POLICIES

Fixed Assets

Depreciation is calculated to write down the costs or valuation of all tangible assets by equal annual instalments over the expected useful lives. In the case of the property this is 45 years.

The property is held for the use in the supply of the services conducted by the charity.

Fixed assets are stated at fair value at the date of revaluation less accumulated depreciation and accumulated impairment losses. Where parts of an item of the property have different useful lives, they are accounted for as separate items of property. Valuations are conducted every 5 years by professionally qualified valuers to ensure that the carrying amount does not differ materially from the fair value of the asset at the end of the reporting period.

Depreciation methods, useful lives and residual values are reviews at each balance sheet date. The selection of these residual values and estimated lives requires the exercise of judgement. The trustees are required to assess whether there is an indication of impairment to the carrying value of assets. In making that assessment, judgements are made in estimating value in use. The trustees that the individual carrying value of assets are supportable by their value in use.

Investments

Investments are included at market value.

Financial Instruments

Cash and cash equivalents in the balance sheet (financial position) comprise cash at bank and in hand short-term deposits with an original maturity date of three months or less.

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the statement of comprehensive income under administrative expenses.

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered. An equity instrument is any contract that evidences a residual interest in the assets of the entity after deducting all its financial liabilities.

PRINCIPAL ACCOUNTING POLICIES

Where the contractual obligations of financial instruments are equivalent to a similar debt instrument those financial instruments are classed as financial liabilities. Financial liabilities are presented as such in the balance sheet. Finance cost and gains or losses relating to financial liabilities are included in the SOFA. Financial costs are calculated so as to produce a constant rate of return on the outstanding liability.

Provisions

Provisions for cyclical and exceptional repairs costs and for fixed assets renewal and replacement are calculated each year to establish adequate funds to meet such expenditure. Provisions are made for other committed expenditure to the extent that it is considered necessary to ensure adequate funds are available.

Reserve Policies

The current reserve policy is to maintain sufficient cash flow for known commitment, replacement of certain assets and building funds.

Risk Assessment

The charity does not believe it is subject to any substantial risk beyond liabilities disclosed in its Annual Report and Accounts. The charity has public liability insurance to protect it in the case of a claim.

Funding Accounting

Funds held by the charity are either:

- Unrestricted general funds – these are funds that may be used in accordance with the charitable objects at the decisions of the Board of Trustees.
- Designated funds – these are funds set aside by the Trustees out of unrestricted funds for specific future purposes or projects.
- Restricted funds - these are funds that may only be used for restricted purposes within the objects of the Charity. Restriction arise when specified by the donor or when funds are raised for particular restricted purpose.

EMMA RICE & W E J KNIGHT - ALMSHOUSE NO M1664
BALANCE SHEET
FOR THE YEAR ENDED 31ST MARCH 2021

Page 8

	Note	Unrestricted £	Restricted £	Endowment £	Total 2021 £	Total 2020 £
Fixed Assets						
Freehold Land and Buildings	2	-	-	1,481,480	1,481,480	1,505,184
Investments	3	-	-	1,192	1,192	1,175
		-	-	1,482,672	1,482,672	1,506,359
Current Assets						
Debtors	4	683	-	-	683	1,131
Bank current account		5,000	-	-	5,000	5,000
Business Premium account		240,955	-	-	240,955	205,319
Santander account		12,017	-	-	12,017	12,017
Funds held by emh Group	4	40,711	-	-	40,711	38,409
		299,366	-	-	299,366	261,876
Creditors - Amounts falling due within one year	5	2,148	-	-	2,148	1,220
Net Current Assets		297,218	-	-	297,218	260,656
TOTAL ASSETS LESS CURRENT LIABILITIES		297,218	-	1,482,672	1,779,890	1,767,015
FUNDS	7 & 8	297,218	-	1,482,672	1,779,890	1,767,015

The financial statements were approved by the Trustees on 17th March 2022, and signed on their behalf by:



Robert Cutts
Chair/Trustee

	Unrestricted	Restricted	Endowment	Total	Total
Note	£	£	£	2021 £	2020 £
Incoming Resources					
Licence fees and service charges	53,350	-	-	53,350	87,164
Interest	179	-	-	179	568
Dividends	-	-	-	-	25
Sundry receipts	-	-	-	-	-
Total Incoming Resources	53,529	-	-	53,529	87,757
Resources Expended					
Window cleaner	216	-	-	216	324
Insurance	2,712	-	-	2,712	2,666
Sundries and subscriptions	473	-	-	473	619
CVS charges	-	-	-	-	246
Independent examiners remuneration	926	-	-	926	970
emh Homes services and support	-	-	-	-	36,150
Management charge	12,639	-	-	12,639	12,605
Quinquennial service fees	-	-	-	-	-
Depreciation	-	-	23,704	23,704	23,704
Total Resources Expended	16,966	-	23,704	40,670	77,284
Gains/(losses) on revaluation of investments	-	-	16	16	17
Net incoming/(expenditure)	36,563	-	(23,688)	12,875	10,490
Transfer between funds	-	-	-	-	-
Movement in the year	36,563	-	(23,688)	12,875	10,490
Balance at 1st April 2020	260,655	-	1,506,360	1,767,015	1,756,525
Balance at 31st March 2021	297,218	-	1,482,672	1,779,890	1,767,015

2 Tangible Fixed Assets

	Freehold Land & Buildings £
Cost or Valuation	
At 1 April 2020	1,600,000
Revaluation	-
At 31 March 2021	<u>1,600,000</u>
Depreciation	
At 1 April 2020	94,816
Charge for the year	23,704
Revaluation	-
At 31 March 2021	<u>118,520</u>
Net Book Amount	
At 31 March 2021	<u>1,481,480</u>
At 31 March 2020	<u>1,505,184</u>

The above valuation is given in a quinquennial inspection reported by Andrew Granger & Co. Chartered Surveyors carried out on 4th May 2016 but with the observation that as the property is the main endowment of the charity any practical application of this valuation would be restricted.

On the historical cost basis of accounting the property would be stated at a net book value of £163,674 at 31st March 2021.

Fixtures and fittings have not been capitalised. The trustees believe that the costs and efforts involved in ascertaining their value for inclusion in the accounts would be excessive in proportion to the value involved and it is therefore impractical to include them.

3 Fixed Assets Investments

	At Cost 2020 & 2021 £	At Market Value 2021 £	2020 £
660 Taylor Woodrow Plc shares	165	1,175	1,158
Gain/(losses) on market valuation	-	17	17
	<u>165</u>	<u>1,192</u>	<u>1,175</u>

In October 2003, Wilson (Connolly) Holdings was acquired by Taylor Woodrow plc. The offer included 200p per share cash and 0.132 new 25p shares in Taylor Woodrow plc. The cash was received by this charity in May 2004.

4 Debtors

	2021 £	2020 £
Prepayments	683	1,131
Other - emh Group	40,711	38,409
	<u>41,394</u>	<u>39,540</u>

5	Creditors: Amounts falling due within one year	2021	2020
		£	£
	Other creditors		
	Professional fees	252	970
	CVS IE (2 years)	1,896	250
		<u>2,148</u>	<u>1,220</u>

6	Provisions and designated reserves						
		Opening	General funds		Closing	Funds held by	
		Balance	From	To	Balance	Charity	emh Group
		£	£	£	£	£	£
	Replacements F & F	44	705	-	749	44	705
	Replacement cleaning equipment	368	25	-	393	368	25
	Replacement carpets, floors	64	474	-	538	64	474
	Replacement loose furnishings	4,922	-	-	4,922	4,922	-
	Replacement cooker / fridge	224	-	-	224	224	-
	Replacement washer / dryer	3,024	-	-	3,024	3,024	-
	Internal redecoration communal	-	-	-	-	-	-
	Replacement Piper system	4,791	212	-	5,003	4,791	212
	Replacement chair lifts	8,868	761	-	9,629	8,868	761
	Boiler / heating system	3,570	268	-	3,838	3,570	268
	Euro bins	74	-	-	74	74	-
	Fire alarm system	3,147	300	-	3,447	3,147	300
	Aerials	536	50	-	586	536	50
		<u>29,632</u>	<u>2,795</u>	<u>-</u>	<u>32,427</u>	<u>29,632</u>	<u>2,795</u>

Comparative for 2020 Provisions and Designated Reserves

Provision and Designated Reserves

		Opening	General funds		Closing	Funds held by	
		Balance	From	To	Balance	Charity	emh Group
		£	£	£	£	£	£
	Replacements F & F	-	44	-	44	-	44
	Replacement cleaning equipment	304	64	-	368	304	64
	Replacement carpets	-	64	-	64	-	64
	Replacement loose furnishings	4,922	-	-	4,922	4,922	-
	Replacement cooker / fridge	224	-	-	224	224	-
	Replacement washer / dryer	3,024	-	-	3,024	3,024	-
	Internal redecoration communal	-	-	-	-	-	-
	Replacement Piper system	4,409	382	-	4,791	4,409	382
	Replacement chair lifts	8,086	782	-	8,868	8,086	782
	Boiler / heating system	2,947	623	-	3,570	2,947	623
	Euro bins	74	-	-	74	74	-
	Fire alarm system	3,147	-	-	3,147	3,147	-
	Aerials	536	-	-	536	536	-
		<u>27,673</u>	<u>1,959</u>	<u>-</u>	<u>29,632</u>	<u>27,673</u>	<u>1,959</u>

7 Unrestricted Funds

	Notes	Brought Forward £	Net Movements £	Transfers £	Carried Forward £
Provisions / designated funds	6	29,632	2,795	-	32,427
General funds		231,024	33,767	-	264,791
		260,656	36,562	-	297,218

Comparative for 2020 Unrestricted Funds

	Notes	Brought Forward £	Net Movements £	Transfers £	Carried Forward £
Provisions / designated funds	6	27,673	1,959	-	29,632
General funds		198,806	32,218	-	231,024
		226,479	34,177	-	260,655

8 Endowment Funds

Endowment funds comprise investments that have been bequeathed to the charity in legacies.

	Brought Forward £	Movements In £	Movements Out £	Change in Market Value £	Transfers £	Carried Forward £
Investments	1,175	-	-	16	-	1,192
Property fund:					n	
- at NBV on historical cost	165,807		(2,133)		-	163,674
- revaluation reserve	1,339,377	-	(21,571)	-	-	1,317,806
	1,506,359	-	(23,704)	16	-	1,482,672

Comparative for 2020 Endowment Funds

	Brought Forward £	Movements In £	Movements Out £	Change in Market Value £	Transfers £	Carried Forward £
Investments	1,158	-	-	17	-	1,175
Property fund:						-
- at NBV on historical cost	167,940		(2,133)		-	165,807
- revaluation reserve	1,360,948	-	(21,571)	-	-	1,339,377
	1,530,046	-	(23,704)	17	-	1,506,360

8 Trustees and Employees

The Charity has no paid employees (2020: nil employees) since the property is managed on behalf of the Trustees by the emha group.

The Trustees are not remunerated and total expenditure reimbursed to the Trustees amounted to £nil (2020: £nil remunerations and expenses reimbursed).

9 Ultimate Controlling Party

The charity is under the ultimate control of its Trustees who are named in the Annual Report.