

Stowmarket Relief Trust

CHARITY REGISTRATION NUMBER: 802572

Stowmarket Relief Trust

Unaudited Financial Statements

30 September 2022

March Accounting Ltd.

Accounting & taxation services
127 Ipswich Street, Stowmarket IP14 1BB

Stowmarket Relief Trust

Financial Statements Year ended 30 September 2022

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Year ended 30 September 2022

Stowmarket Relief Trust

Trustees' Annual Report *(continued)*

Year ended 30 September 2022

Structure, governance, and management

GOVERNING DOCUMENT

A scheme made by the Charity Commission for England and Wales, dated the 16 May 1986.

ADMINISTRATION

The Charity is administered by a body of 10 Trustees, comprising:

One Ex-Officio Trustee

The Vicar, for the time being, of the Ecclesiastical Parish Church of St. Peter and St. Mary, Stowmarket.

Four Nominative Trustees

Two appointed by Stowmarket Town Council.

Two appointed by the Parochial Church Council for the Ecclesiastical Parish of St. Peter and St. Mary, Stowmarket.

Five Co-optative Trustees

Appointed by the existing Trustees.

Four meetings of the Trustees were held during the financial year.

Urgent applications for financial assistance received between meetings were submitted to, and determined by, a sub-committee comprising a minimum of two trustees for grants up to and including £1,000 and three trustees for grants up to and including £1,500, appointed for that purpose and reports of its decisions were presented to the next ordinary meeting of the trustees.

The day-to-day work of the Charity was carried out, on a part-time basis by its Clerk, appointed by the trustees, namely Mr N G Gowrley, care of Stowmarket Town Council, Milton House, Milton Road South, Stowmarket Suffolk IP14 1EZ. Email clerk.relieftrust@gmail.com. Telephone 07838 196655.

Objectives and activities

OBJECTS

Relieving either generally or individually persons resident in the town of Stowmarket and resident in the parishes adjoining the said town and in the parish of Old Newton and Dagworth who are in conditions of need, hardship, or distress.

Stowmarket Relief Trust

Trustees' Annual Report (*continued*)

Year ended 30 September 2022

Achievements and performance

GRANTS AND DONATIONS

A donation of £4,000 was given to Stowmarket Education Foundation (SEF). The sum expended on other grants amounted to £51,587 compared with £41,975 last year, with £5,000 to Citizen's advice Bureau (CAB) subsequently returned in the next financial year. The number of recipients was 73 compared to 60 last year.

The purpose for which funds were provided included the following:

Grants to pay the court fees for individuals going into bankruptcy, including Debt Relief Orders.

The purchase and repair of white goods.

Provision of specialist counselling.

The purchase and fitting of carpets and floor coverings.

The purchase of beds, bedding, and household furniture.

The payment of living/household expenses.

The purchase of clothing/footwear.

Financial review

INVESTMENTS

The total value of managed investments at the 30 September 2022 was £936,085 of which £67,767 related to the unrestricted fund and £868,318 related to the original investment. The £936,085 represents an increase of £613,858 or 190% of the original investment of £322,227, made by the Trust's investment managers, on their appointment in 1998. Dividends received on investments managed by the investment managers were £30,413, compared with £26,890 last year.

RESERVES POLICY

The trust's general policy is to spend all its annual income over a 24-month period and that the minimum level of general reserves it shall hold at any given point in time shall not be less than 50% of Annual Salary Costs together with the commitment of grant expenditure for the forthcoming 6 months, or £30,000 whichever is the greater.

The Trust's Designated Reserves have been consolidated into the following areas of business activity:

- 1) Capital - Property Reserve: A capital reserve of £75,000 to cover a contribution to the renovation/conversion of the investment property.
- 2) Contingency Fund: A contingency fund of £40,000 to cover any shortfall in rent and re-marketing costs following the departure of the tenants on 8th September 2022.
- 3) Maintenance Reserve: £1,500 allocation per annum to create a sinking fund to repair/maintain St Georges Car Park which requires resurfacing every 10 years.

To ensure the portfolio of designated reserves remains relevant and appropriate to the Trust's needs, this policy will be subject to formal review by the Trustees at least every 2 years.

Plans for future periods.

As the charity relies on agencies, such as the Citizens' Advice Bureau, Social Services etc. sending applications to us on behalf of the needy, we have no plans to change in the immediate future, although this will be kept under constant review.

Stowmarket Relief Trust

Trustees' Annual Report (*continued*)

Year ended 30 September 2022

The trustees' annual report was approved on
board of trustees by:

2023 and signed on behalf of the

D Palk
Trustee

Mr N G Gowrley
Clerk to the Trustees

Stowmarket Relief Trust

Independent Examiner's Report to the Trustees of Stowmarket Relief Trust

Year ended 30 September 2022

I report on the financial statements for the year ended 30 September 2022, which comprise the statement of financial activities, balance sheet and the related notes.

Respective responsibilities of trustees and the examiner

The trustees are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under Section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those 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 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

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

- (1) which gives me reasonable cause to believe that in any material respect of the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act, and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met, or
- (2) to which, in my opinion, attention should be drawn to enable a proper understanding of the accounts to be reached.

Ian Coombes
Independent examiner
March Accounting Ltd.
Accounting & taxation services
127 Ipswich Street, Stowmarket IP14 1BB
2023

Stowmarket Relief Trust

Statement of Financial Activities

30 September 2022

		2022			2021
		Unrestricted funds	Endowment funds	Total funds	Total funds
	Note	£	£	£	£
Income & endowments					
Investment Income	4	96,456	-	96,456	76,351
Total Income		<u>96,456</u>	<u>-</u>	<u>96,456</u>	<u>76,351</u>
Expenditure on charitable activities	5,6	69,576	-	69,576	56,140
Other expenditure	9	19,410	-	19,410	18,978
Total expenditure		<u>88,986</u>	<u>-</u>	<u>88,986</u>	<u>75,118</u>
Net gains/(losses) on investments	10	(8,882)	(115,559)	(124,441)	150,008
Net income/(expenditure) and net movement in funds		<u>(1,412)</u>	<u>(115,559)</u>	<u>(116,971)</u>	<u>151,241</u>
Reconciliation of funds					
Total funds brought forward		154,731	1,332,299	1,487,030	1,335,789
Total fund carried forward		<u>153,319</u>	<u>1,216,740</u>	<u>1,370,059</u>	<u>1,487,030</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on page 8 to 15 form part of these financial statements

Stowmarket Relief Trust

Balance Sheet

30 September 2022

		2022	2021
Fixed assets			
Intangible assets	15	1,920	3,072
Tangible fixed assets	16	369	626
Investments	17	1,286,085	1,410,526
		<u>1,288,374</u>	<u>1,414,224</u>
Current assets			
Debtors	18	1,514	950
Cash at bank and in hand		82,407	82,377
		<u>83,921</u>	<u>83,327</u>
Creditors: amounts falling due within one year	19	<u>(2,236)</u>	<u>(10,521)</u>
Net current assets		81,685	72,806
Total assets less current liabilities		<u>1,370,059</u>	<u>1,487,030</u>
Funds of the charity			
Endowment funds		1,216,740	1,332,299
Unrestricted funds			
-General Fund		36,819	38,231
-Designated Fund		116,500	116,500
Total charity funds	21	<u>1,370,059</u>	<u>1,487,030</u>

These financial statements were approved by the board of trustees and authorised for issue on 2023, and are signed on behalf of the board by:

D Palk
Trustee

Mr N G Gowrley
Clerk to the Trustees

The notes on pages 8 to 15 form part of these financial statements.

Stowmarket Relief Trust

Notes to the Financial Statements

Year ended 30 September 2022

1. General information

The charity is a registered charity in England and Wales and is unincorporated. The address of the principal office is care of: Stowmarket Town Council, Milton House, Milton Road South, Stowmarket, Suffolk, IP14 1EZ.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (Charities SORP (FRS 102)) and the Charities Act 2011.

3. Accounting policies

Basis of preparation

The charity is a public benefit entity.

The financial statements have been prepared under the historical cost convention, as modified by the revaluation of certain fixed assets and investments measured at market value.

Going concern

There are no material uncertainties concerning the charity's ability to continue. The day-to-day expenses of the charity are met by dividends and investment income. The lease agreement with HSBC was terminated with effect from the 8th of September 2022. The Trustee Board are investigating potential options for the building's future, including retention as a commercial unit, conversion into commercial/residential and outright sale of the freehold.

Fund accounting

The charity has two funds: an endowment fund represented by unit trust investments and investment property and an unrestricted fund represented by assets which are available to make grants. From the investment income the charity makes grants to people in need in accordance with its objectives and constitution.

Incoming resources

Rent received under an operating lease is recognised on a straight-line basis over the period of the lease.

Dividends are recognised when they are receivable.

Stowmarket Relief Trust

Notes to the Financial Statements *(continued)*

Year ended 30 September 2022

3. Accounting policies *(continued)*

Resources expended.

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- Expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Intangible assets

Amortisation

Amortisation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful life of that asset as follows:

Software - 20% straight line

If there is an indication that there has been a significant change in amortisation rate, useful life or residual value of an intangible asset, the amortisation is revised prospectively to reflect the new estimates.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less accumulated depreciation and any impairment losses.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Office equipment - 25% reducing balance.

Computer equipment - 33% straight line

Investments

Listed investments are measured at fair value with changes in fair value being recognised in profit or loss.

Stowmarket Relief Trust

Notes to the Financial Statements *(continued)*

Year ended 30 September 2022

Accounting policies *(continued)*

Investment property

Investment property is revalued to its fair value at each reporting date and any changes in fair value are recognised in profit or loss. No depreciation is provided on investment property.

Defined contribution plans.

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided.

4. Investment income

	2022	Total	2021	Total
	Unrestricted	funds	Unrestricted	funds
	£	£	£	£
Rental and investment	47,963	47,963	46,961	46,961
Dividends received	30,413	30,413	26,890	26,890
Grants Received	18,000	18,000	700	700
Donations & Legacies	-	-	1,796	1,796
Bank interest receivable	80	80	4	4
	<u>96,456</u>	<u>96,456</u>	<u>76,351</u>	<u>76,351</u>

5. Expenditure on charitable activities by fund type

	2022	Total	2021	Total
	Unrestricted	funds	Unrestricted	funds
	£	£	£	£
Grants for relief of hardship	51,587	51,587	41,975	41,975
Donation to SEF	4,000	4,000	-	-
Support costs	13,989	13,989	14,165	14,165
	<u>69,576</u>	<u>69,576</u>	<u>56,140</u>	<u>56,140</u>

6. Expenditure on charitable activities by activity type

	Grant	Support	Total funds	Total funds
	funding	costs		
	of activities		2022	2021
	£	£	£	£
Grants for relief of hardship	51,587	12,294	63,881	54,815
Donation to SEF	4,000	-	4,000	-
Governance costs	-	1,695	1,695	1,325
	<u>55,587</u>	<u>13,989</u>	<u>69,576</u>	<u>56,140</u>

Governance costs relates to accountancy fees.

Stowmarket Relief Trust

Notes to the Financial Statements *(continued)*

Year ended 30 September 2022

7. Analysis of support costs

	Support costs	Total 2022	Total 2021
	£	£	£
Staff costs	11,583	11,583	12,140
Governance costs	1,695	1,695	1,325
Clerk's travel expenses and computer/telephone allowance	711	711	700
	<u>13,989</u>	<u>13,989</u>	<u>14,165</u>

8. Analysis of grants and donations

	£	£
Grants to institutions	5,000	8,250
Grants to individuals	46,587	32,725
Donation to SEF	4,000	-
Total grants	<u>55,587</u>	<u>41,975</u>

9. Other expenditure

	2022		2021	
	Unrestricted funds	Total funds	Unrestricted funds	Total funds
	£	£	£	£
Depreciation of office equipment	257	257	275	275
Amortisation of software	1,152	1,152	1,152	1,152
Office & administrative	878	878	389	389
Advertising & Professional services	13,878	13,878	1,843	1,843
Repairs & maintenance	1,440	1,440	14,033	14,033
Insurance	1,220	1,220	578	578
Printing, stationery & postage	-	-	139	139
Training & software	585	585	569	569
	<u>19,410</u>	<u>19,410</u>	<u>18,978</u>	<u>18,978</u>

10. Net gains on investments

	Unrestricted funds	Endowment funds	Total funds
	£	£	2022 £
Gains/(losses) on listed investments	<u>(8,882)</u>	<u>(115,559)</u>	<u>(124,441)</u>
	Unrestricted funds	Endowment funds	Total funds
	£	£	2021 £
Gains/(losses) on listed investments	<u>11,054</u>	<u>138,954</u>	<u>150,008</u>

Stowmarket Relief Trust

Notes to the Financial Statements (*continued*)

Year ended 30 September 2022

11. Net income / (expenditure)

Net income/expenditure is stated after:

	2022	2021
	£	£
Amortisation of intangible assets	1,152	1,152
Depreciation of tangible fixed assets	257	275
	<hr/>	<hr/>

12. Independent examination fees

	2022	2021
	£	£
Independent examination of the financial statements	1,250	1,250
	<hr/>	<hr/>

13. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022	2021
	£	£
Wages and salaries	11,583	11,663
Employer contributions to pension plans	-	477
	<hr/>	<hr/>
	11,583	12,140

No employee received employee benefits of more than £60,000 in the year (2021: Nil)

14. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the trustees. No trustees expense has been incurred.

15. Intangible assets

	Software
Cost	£
At 1st October & 30th September 2022	5,760
Amortisation	
At 1st October 2021	2,688
Charge for the year	1,152
At 30 September 2022	3,840
Carrying amount	
At 30 September 2022	1,920
At 30 September 2021	3,072

Stowmarket Relief Trust

Notes to the Financial Statements *(continued)*

Year ended 30 September 2022

16.Tangible fixed assets	Computer Equipment £	Fixtures & fittings £	Total £
Cost			
At 1st October 2021	600	1,069	1,669
Additions	-	-	-
At 30th September 2022	<u>600</u>	<u>1,069</u>	<u>1,669</u>
Depreciation			
At 30 September 2021	200	843	1,043
Charge for the year	<u>200</u>	<u>57</u>	<u>257</u>
At 30 September 2022	<u>400</u>	<u>900</u>	<u>1,300</u>
Carrying amount			
At 30 September 2022	<u>200</u>	<u>169</u>	<u>369</u>
At 30 September 2021	<u>400</u>	<u>226</u>	<u>626</u>
17.Investments	Listed investments £	Investment properties £	Total £
Cost or valuation			
At 1 October 2021	1,060,526	606,578	1,667,104
Additions	-	-	-
Fair value movements	(124,441)	-	(124,441)
At 30th September 2022	<u>936,085</u>	<u>606,578</u>	<u>1,542,663</u>
Impairment			
At 1st October 2021	-	(256,578)	(256,578)
Carrying amount			
At 30th September 2022	<u>936,085</u>	<u>350,000</u>	<u>1,286,085</u>
At 30th September 2021	<u>1,060,526</u>	<u>350,000</u>	<u>1,410,526</u>

All investments shown above are held at valuation

Investment properties

The investment property was revalued on 25th January 2020, and re-affirmed in November 2020, at the current estimated market value reflecting the significant impact of current economic conditions on such a building. The property was valued by a firm of chartered surveyors having experience in similar investment properties. The property is held freehold, and the Trustee Board are investigating potential options for the building's future, including retention as a commercial unit, conversion into commercial/residential and outright sale of the freehold.

Financial assets held at fair value

The fair value of investments is the listed value.

Stowmarket Relief Trust

Notes to the Financial Statements (*continued*)

Year ended 30 September 2022

18. Debtors

	2022	2021
	£	£
Charitable loans (interest free)	950	950
Prepayments	564	-
	<u>1,514</u>	<u>950</u>

The charitable loan is interest free and is secured on the property of the debtor.

Repayment is required when the property is sold or on demand if requested by the charity.

19. Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals and deferred income	2,236	10,521

20. Pensions and other post-retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans: £0 (2021 £477)

21. Analysis of net assets between funds

	Unrestricted Funds	Endowment funds	Total Funds 2022
	£	£	£
Intangible assets	1,920	-	1,920
Tangible fixed assets	369	-	369
Investments	69,345	1,216,740	1,286,085
Current assets	83,921	-	83,921
Creditors less than 1 year	(2,236)	-	(2,236)
	<u>153,319</u>	<u>1,216,740</u>	<u>1,370,059</u>

22. Related parties

There were no related party transactions in the year