REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

Charity Registration No. 209221

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REFERENCE AND ADMINISTRATIVE DETAILS

Trustees - Nominative	Mr A J Ewart-James Cllr. Mr D Owen Mrs S Moberly
Trustees – Co-optative	Mrs W Peacock Mr C Medlicott Mr S Popple Mrs H Molyneux-Gerken Dr R Mohr
Ex-Officio Trustee	Revd. A Sweeney
Key Management Personnel	Trustees (as above) T R Lawrence
Clerk to the Trustees	Mr T R Lawrence 49 High Street Hythe Kent
Independent Examiner	M A Wilkes, FCA Azets Audit Services Ashford Commercial Quarter 1 Dover Place Ashford Kent
Banker	National Westminster Bank Plc 49 Sandgate Road Folkestone Kent

REPORT OF THE TRUSTEES

The Trustees present their report and financial statements of the charity for the year ended 31 December 2019. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK published on 16 July 2014, as ameneded by Bulletin1.

Public Benefit Statement

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Trust's aims and objectives and in planning future activities.

Objectives and Activities

The objective of the charity is to provide accommodation for the elderly in need, who must be over the age of 60 and have lived in the Parish of St Leonards, Hythe for not less than 10 years.

Achievements and performance in the year (including financial review)

The charity provides accommodation in the form of 7 self-contained flat-lets in a part-medieval, part post Second World War building, conveniently situated at 150 High Street, Hythe. The maintenance contribution per resident has increased to £81 weekly, to include heating, lighting, hot water and individual cooking facilities. The Trustees are pleased to report that all flats are fully occupied.

Income rose by approximately £2,700 in the year and expenditure has increased on the previous year by around \pounds 7,400, mainly due to plumbing costs of around \pounds 5,000. The Trustees are pleased to report a surplus for the year of \pounds 1,709 (2018: \pounds 6,936), before gains/losses on investments.

The net movement in funds after gains on investment is an increase of £8,567 (2018: decrease £18,032). This resulted in reserves at 31 December 2019 of £252,108 (2018: £243,541).

Investment policy

The Trustees may invest, as they see fit for the benefit of the charity, all funds in the Income Fund. The investments are decided by a resolution of the Trustees at Trustees meetings.

Reserve policy

The Trustees consider the level of unrestricted reserves to be adequate. At 31 December 2019 the unrestricted reserves amounted to £32,119 (2018: £26,267). It is the aim to have a minimum of 1 years normal expenditure, averaging at around £30,000 (2018: £25,000), to safeguard the future of the charity.

The Permanent Endowment fund represents the value of the original investments defined as permanent endowment in the charity's governing document. Any appreciation arising from this sum is shown as part of the permanent endowment fund. At 31 December 2019 the fund had a balance of £34,641 (2018: £33,575).

The Expendable Endowment fund is for the purpose of providing for the extraordinary repair, improvement of rebuilding of the almshouses belonging to the charity. At 31 December 2019 the fund had a balance of £945 (2018: £924).

Designated funds represent the 'Fixed asset fund' which is the value of tangible fixed assets and investments designated to by the Trustees to provide an income stream and the 'repair and renovation fund' which is to provide for future repairs and renovations for the flat-lets. The value of the funds amount to £184,403 (2018: £182,775).

REPORT OF THE TRUSTEES

Risk register

The Trustees have developed a list of the current risk factors which have the potential for endangering the operations of the charity and are satisfied with this analysis and the measures which have been taken to mitigate the effects of these factors.

The main risks to the charity are the usual Health and Safety issues, which the Trustees keep under regular review.

Plans for the future

The Trustees plan to make the Hospital garden safer and more usable for the residents by having a larger area of non-slip paving with associated works and to maintain high standards of safety and upkeep in the home.

Structure

The charity has its origins in a Charter dated October 1336 by Hamo De Hethe, Bishop of Rochester and is registered with the Charity Commission, number 209221.

Governance and Management

The Trustees of the Hospitals of St Bartholomew and St John are responsible for the general control and management of the administration of the charity.

During the year the following were Trustees of the charity:

Mr C Medlicott	Mr R Belcourt (died 16 June 2019)
Mr S Popple	Mrs S Moberly
Mrs W Peacock	Rev. A Sweeney
Mr A J Ewart-James	Mrs H Molyneux-Gerken
Cllr. Mr D Owen	Dr R Mohr

The body of Trustees consist of 10 persons being: An Ex-officio Trustee (the vicar of the parish of St Leonards, Hythe) 4 Nominative Trustees (appointed by the town council for the term of 4 years at a council meeting), 5 Cooptative Trustees (persons who through residence, occupation or employment, or otherwise have special knowledge of the town of Hythe). They are nominated by resolution of the Trustees for a term of 5 years.

Key Management Personnel

The Trustees consider the Trustees and the clerk to the Trustees comprise the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis. The key management personnel are involved in all decision making and responsible for the day to day management of the charity. All Trustees give of their time freely and no Trustee received remuneration in the year.

COVID-19 impact

The Trustees have taken all the necessary steps to ensure our residents remain safe and well. We have been fortunate that we have not suffered any loss of income as maintenance payments continues to be paid. No large items of expenditure have been necessary and our bank balances have increased. The investment portfolio fell, in line with other charities, but is returning to similar pre COVID-19 levels. It remains to be seen what the impact will be on our investment income. Based on this the Trustees consider the charity to be a going concern.

REPORT OF THE TRUSTEES

Statement of Trustees' Responsibilities

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

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

Approved by the Trustees and signed on their behalf by:

T R Lawrence Clerk

Date: 30 September 2020

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 December 2019

Responsibilities and basis of report

As the charity Trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust'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.

Independent examiner's statement

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

- 1 accounts records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true

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.

M A Wilkes FCA AzetsAudit Services 4 October 2020 Ashford Commercial Quarter 1 Dover Place Ashford Kent TN23 1FB

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

N	Permanent Endowment ote Fund £	Expendable Endowment Fund £	Unrestricted Fund £	Total 2019 £	Total 2018 £
Income from:					
Charitable activities Contributions received from residents	-	-	30,175	30,175	28,025
Investment income Dividends received Interest received	- 21	- 21	5,207 232	5,207 274	4,761 174
Total income	21	21	35,614	35,656	32,960
Expenditure on:					
Charitable activities Property running costs	3 -	-	33,947	33,947	26,024
Total expenditure			33,947	33,947	26,024
Net income before gains on investme	nts 21	21	1,667	1,709	6,936
Gain/(loss) on investment assets Net movement in funds	7 <u>1,045</u> 1,066	21	<u>5,813</u> 7,480	6,858 8,567	(24,968) (18,032)
Reconciliation of funds: Fund balances at 1 January 2019 Fund balances at 31 December 2019	33,575 34,641	924 945	209,042 216,522	243,541 252,108	261,573 243,541

All recognised gains and losses are included in the Statement of Financial Activities

All income and expenditure derive from continuing activities.

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2019

COMPARATIVE INFORMATION ONLY Note	Permanent Endowment Fund £	Expendable Endowment Fund £	Unrestricted Fund £	Total 2018 £	Total 2017 £
Income from:					
Charitable activities Contributions received from residents	-	-	28,025	28,025	29,425
Investment income Dividends received Interest received	- 13	- 14	4,761 147	4,761 174	5,080 76
Total income	13	14	32,933	32,960	34,581
Expenditure on:					
Charitable activities Property running costs 3	-	-	26,024	26,024	24,761
Total expenditure	-		26,024	26,024	24,761
Net income before gains on investments	13	14	6,909	6,936	9,820
(Loss)/gain on investment assets 7 Net movement in funds	<u>(5,969)</u> (5,956)	14	<u>(18,999)</u> (12,090)	(24,968) (18,032)	<u>7,098</u> 16,918
Reconciliation of funds: Fund balances at 1 January 2018 Fund balances at 31 December 2018	39,531 33,575	910 924	221,132 209,042	261,573 243,541	244,655 261,573

All recognised gains and losses are included in the Statement of Financial Activities

All income and expenditure derive from continuing activities.

BALANCE SHEET AS AT 31 DECEMBER 2019

		201	9	201	8
	Note	£	£	£	£
FIXED ASSETS					
Tangible assets	6	39,630		44,034	
Investments	7	180,358		173,226	
			219,988		217,260
CURRENT ASSETS					
Debtors	8	1,065		1,015	
Cash at bank and in hand		31,914		26,558	
		32,979		27,573	
CREDITORS: amounts falling					
due within one year	9	(859)		(1,292)	
NET CURRENT ASSETS			32,120		26,281
NET ASSETS		=	252,108	-	243,541
FUNDS					
Permanent endowment fund	10		34,641		33,575
Expendable endowment fund	11		945		924
Designated funds	12		184,403		182,775
Unrestricted fund			32,119	_	26,267
	13		252,108		243,541

Approved by the Board of Trustees on 30 September 2020 and signed on their behalf by:

Mr. S Popple Trustee

Revd. A Sweeney Trustee Mr R C P Medlicott Trustee

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1. ACCOUNTING POLICIES

1.1 Basis of preparation

Hospitals of St. Bartholomew and St. John is a registered charity with the Charity Commission in the United Kingdom. The address of the registered office is given in the charity information on page 1 of these financial statements. The nature of the charity's operations and principal activities is to provide accommodation for the elderly in need, who must be over the age of 60 and have lived in the Parish of St Leonards, Hythe for not less than 10 years.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK (FRS 102) issued on 16 July 2014 as amended by bulletin 1, the Charities Act 2011, and UK Generally Accepted Practice as it applies from 1 January 2015.

The financial statements are prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity and rounded to the nearest \pounds .

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

1.2 Funds accounting

Unrestricted general funds are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Expendable endowment fund represents investments specifically named in the Scheme as forming the original expendable endowment.

Designated funds represent funds invested in fixed assets. The designated fund balance has been represented to ensure that fund balance stated accurately reflects the designation policy adopted by the Trustees.

Permanent endowment fund represents investments specifically named in the Scheme as forming the original permanent endowment. Any appreciation arising from this sum is shown as part of the permanent endowment fund.

1.3 Income recognition

All income included in the Statement of Financial Activities (SoFA) when the charity is legally entitled to the income after any performance conditions have been met, the amount can be measured reliably and it is probable that the income will be received.

1.4 Expenditure recognition

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under the following headings:

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

1. ACCOUNTING POLICIES

1.5 Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives as follows:

Improvements to hospital - 10% reducing balance

The ownership of the almshouses was transferred to the charity following the amalgamation of two previous charities. No value had previously been placed on the almshouses and the Trustees are of the opinion that to undertake a formal valuation would be cost prohibitive and therefore they are included at nil value.

1.6 Investments

Investments are recognised initially at fair value which is normally the transaction price excluding transaction costs. Subsequently, they are measured at fair value with changes recognised in 'net gains / (losses) on investments' in the SoFA if the shares are publicly traded or their fair value can otherwise be measured reliably. Other investments are measured at cost less impairment.

1.7 Debtors and creditors receivable / payable within one year

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 expenditure.

1.8 Financial instruments

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

1.9 Tax

The charity is an exempt charity within the meaning of schedule 3 of the Charities Act 2011 and is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes.

1.10 Going concern

The financial statements have been prepared on a going concern basis as the Trustees believes that no material uncertainties exist. The Trustees has considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

1.11 Judgements and key sources of estimation uncertainty

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

Depreciation

The annual depreciation charge for tangible assets is sensitive to changes in the estimated useful economic lives and residual values of the assets. The useful economic lives and residual values are reassessed annually. They are amended when necessary to reflect current estimates, based on technological advancement, future investments, economic utilisation and the physical condition of the assets. See note 7 for the carrying amount of the property plant and equipment, and note 1.6 for the useful economic lives for each class of assets.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

2 Permanent endowment invested on a total return basis

The charity has been granted the investment power of total return by the Charity on 7 August 1987. This power permits the Trustees to invest permanently endowed funds to maximise total return and therefore to apply an appropriate portion of the unapplied total return to income. The unapplied total return remains invested as part of the permanent endowment until that power is exercised. When exercised it allows the Trustees to apply an appropriate portion of the unapplied total return to income each year.

At 1 January 2019 Unapplied total return	Endowment for investment £ 33,575 - 33,575	Unapplied Total Return £ - 924 924	Total endowment £ 33,575 924 34,499
Movements			
Dividend return	21	21	42
Gains	1,045	-	1,045
	1,066	21	1,087
Net movement in the year	1,066	21	1,087
Total	34,641	945	35,586

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

3.	EXPENDITURE	Direct Costs £	Support Costs £	Total 2019 £	Total 2018 £
	Charitable activities: Property running costs	21,838	12,109	33,947	26,024

All costs are allocated between the expenditure categories noted above on a basis designed to reflect the use of the resource.

SUPPORT COSTS 4.

SUPPORT COSTS	Total 2019	Total 2018
	£	£
Depreciation	4,404	4,891
Subscriptions	170	166
Sundry	494	-
Contribution to Prioress's holiday	1,500	1,500
Clerk's salary	3,000	3,000
Professional fees	500	-
Governance		
Bookkeeping	325	325
Clerk's expenses	600	150
Independent examiner's fee	1,116	756
	12,109	10,788

TRUSTEES REMUNERATION AND EXPENSES 5.

The charity employed no staff during 2019 and 2018.

None of the Trustees received remuneration or reimbursed expenses during the year (2018: nil).

The Trustees consider the board of Trustees and the clerk to the Trustees comprise the key management personnel of the charity in charge of directing and controlling, running and operating the charity on a day to day basis. As detailed above, no trustees received remuneration during the period. The remuneration to the key management personnel totalled £3,000 (2018: £3,000).

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

6. TANGIBLE FIXED ASSETS

IANGIDLE FIXED ASSETS	the hospital and flats £
Cost	
As at 1 January 2019 and as at 31 December 2019	113,103
Depreciation	
As at 1 January 2019	69,069
Charge for the year	4,404
As at 31 December 2019	73,473
Net Book Value	
As at 31 December 2019	39,630
As at 31 December 2018	44,034

Improvements to

No value has been placed on the original buildings, which date from time immemorial, as it is the Trustees' intentions to incur expenditure charged to revenue to maintain buildings in a satisfactory condition. The Trustees do not consider the expense of obtaining a valuation of the buildings to be justified.

7. INVI	ESTMENTS	2019 £	2018 £
Marl	ket value at 1 January 2018	173,226	197,977
Unre	ealised (losses)/gains	6,858	(24,968)
Add	itions	-	43
Inter	rest added in year	274	174
Mar	ket value at 31 December 2019	180,358	173,226
The	investments are categorised at the year end as follows:		
Quo	ted investments not listed on recognised stock exchange	137,234	130,377
Cas	h on deposit	43,124	42,849
		180,358	173,226
Histo	orical cost at 31 December 2019 of non-cash investments	23,298	23,298
Maje	or Components	£	£
Cas	h on deposit	43,124	42,849
COI	F Investment Fund	17,392	14,754
Cha	rinco Income Units	8,774	8,540
Inve	esco Perpetual UK Strategic Income Shares	106,576	102,888

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

8.	DEBTORS	2019 £	2018 £
9.	Prepayments CREDITORS: Amounts falling due within one year	<u>1,065</u> 2019	<u>1,015</u> 2018
	Accrued expenses	£ 859 859	£ 1,292 1,292

10. PERMANENT ENDOWMENT FUND

	Balance brought forward	Moveme Income £	nt in Funds Expenditure د	Unrealised gains د	Balance carried forward ເ
Permanent Endowment Fund - 2019	33,575	<u>21</u>		1,045	34,641
	Balance brought	Moveme	nt in Funds	Unrealised	Balance carried
	forward د	Income £	Expenditure د	(losses) د	forward د
Permanent Endowment Fund - 2018	2 39,531	13		(5,969)	33,575

The Permanent Endowment fund represents the value of the original investments defined as permanent endowment in the charity's governing document. Any appreciation arising from this sum is shown as part of the permanent endowment fund.

11. EXPENDABLE ENDOWMENT FUND

	Balance brought	Moveme	nt in Funds	Unrealised	Balance carried
	forward £	Income £	Expenditure ج	gains £	forward £
Extraordinary Repair Fund - 2019	924	21	-	-	945
	Balance brought	Moveme	nt in Funds	Unrealised	Balance carried
	forward	Income	Expenditure	gains	forward
	£	£	£	£	£
Extraordinary Repair Fund - 2018	910	14			924

The Extraordinary repair fund is for the purpose of providing for the extraordinary repair, improvement of rebuilding of the almshouses belonging to the charity.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2019

12. DESIGNATED FUNDS

2019	Balance brought forward	New designation £	Designation released £	Balance carried forward £
Fixed asset fund	179,263	1,628		180,891
Repair and renovation fund	3,512			3,512
Total	182,775	1,628	-	184,403
2018	Balance brought forward	New designation	Designation released	Balance carried forward
	brought forward		released £	carried forward £
Fixed asset fund	brought forward 195,767	designation	released	carried forward £ 179,263
	brought forward	designation £	released £	carried forward £

The Fixed asset fund represents the value of tangible fixed assets and investments designated to by the Trustees to provide an income stream. This is to protect the charity should there be a fall in contributions from residents due to voids in the occupancy of the Almshouses.

The repair and renovation fund is to provide for future repairs and renovations for the flat-lets.

13. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALISIS OF NET ASSETS D					
	Permanent	Expendable	Unrestricted	Designated	Total
	Endowment	Endowment			
	£	£	£	£	£
Fund balances at 31 Decembe	r 2019 are represe	nted by:			
Tangible fixed assets	-	-	-	39,630	39,630
Investments	34,641	945	-	144,772	180,358
Current assets	-	-	32,978	1	32,979
Current liabilities	-	-	(859)	-	(859)
	34,641	945	32,119	184,403	252,108
	Permanent	Expendable	Unrestricted	Designated	Total
	Permanent Endowment	Expendable Endowment	Unrestricted	Designated	Total
		•	Unrestricted £	Designated £	Total £
Fund balances at 31 Decembe	Endowment £	Endowment £		-	_
Fund balances at 31 December Tangible fixed assets	Endowment £	Endowment £		-	_
	Endowment £	Endowment £		£	£
Tangible fixed assets	Endowment £ r 2018 are represe -	Endowment £ nted by:		£ 44,034	£ 44,034
Tangible fixed assets Investments	Endowment £ r 2018 are represe -	Endowment £ nted by:	£ - -	£ 44,034 138,727	£ 44,034 173,226
Tangible fixed assets Investments Current assets	Endowment £ r 2018 are represe -	Endowment £ nted by:	£ - 27,559	£ 44,034 138,727	£ 44,034 173,226 27,573

14. RELATED PARTY TRANSACTIONS

There were no related party transactions during the year (2018: None).