

Charity Registration No. 233695

LASLETT'S (ALMSHOUSE) CHARITY
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

LASLETT'S (ALMSHOUSE) CHARITY

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mr C R Anstey	
	Mr T J Bridges	
	Mr D B Dale	
	Mr P W Hughes	
	Mrs M Jones	
	Mrs A E Lodge	
	Mrs G T Newman	
	Mr J V Panter	
	Mrs L A Preece	(Appointed 30 July 2019)
	Mrs E A Pugh-Cook	
	Mr M J Tarver	
	Mrs K M Vincent	

Chairman	Mr P W Hughes
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Finance & Investment Committee	Mr C R Anstey
	Mr D B Dale
	Mr P W Hughes
	Mr J V Panter
	Mrs L A Preece
	Mr M J Tarver

Almshouse Committee	Mr P W Hughes
	Mrs M Jones
	Mrs A E Lodge
	Mrs G T Newman
	Mrs E A Pugh-Cook
	Mrs K M Vincent

Each Committee meeting is attended by the Clerk and/or the Agent as appropriate

Clerk to the Trustees	Mr S P Inman Katelyn Heywood House Berkeley Court The Foregate Worcester WR1 3QG
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Agent to the Trustees	Mr A L Robinson MRICS The Estate Office Madresfield Road Malvern WR13 5AH
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Charity number	233695
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LASLETT'S (ALMSHOUSE) CHARITY

LEGAL AND ADMINISTRATIVE INFORMATION

Registered office	Kateryn Heywood House Berkeley Court The Foregate Worcester WR1 3QG
Independent Examiner	Sarah Morley ACA Kendall Wadley LLP Chartered Accountants Merevale House 27 Sansome Walk Worcester WR1 1NU
Bankers	HSBC Plc 6 Broad Street Worcester WR1 3PL
Investment Advisors	Smith & Williamson Investment Management LLP 9 Colmore Row Birmingham B3 2BJ
from April 2019	Quilter Cheviot Investment Management One Kingsway London WC2B 6AN

By a Resolution passed at a duly constituted meeting of the Trustees of Laslett's (Almshouse) Charity on the 30th day of October 1962 there was conferred upon any three or more of the Trustees the power to execute Deeds or instruments in the names and on behalf of the Trustees in accordance with the provisions of Section 34 of the Charities Act 1960.

LASLETT'S (ALMSHOUSE) CHARITY

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LASLETT'S (ALMSHOUSE) CHARITY

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

The Trustees present their report and accounts for the year ended 31 December 2019.

The accounts have been prepared in accordance with the accounting policies set out in note 1 of the accounts and comply with the Charity's Trust Deed, 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 and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019).

Objectives and activities

Objective

The principal object of the Charity is to provide and maintain the almshouses in Union Street, Worcester for aged poor people in the City of Worcester.

The Trustees' aim is to administer the almshouses in the most efficient and effective way by maintaining the buildings and accommodation in good and substantial repair thus ensuring a full level of occupancy throughout the year and thereby obtain a steady level of income from the weekly maintenance charge levied on the residents.

Public benefit

The Trustees confirm that they have had regard to the Charity Commission's guidance on public benefit. The activities set out are consistent with achieving the object of the Charity for the benefit of the public. Specifically the programme of refurbishment, the discounted rents and the provision of the good quality accommodation are consistent with the Charity's aims and objects.

Activities

The main activities carried out by the Charity relate to the management of the flats within the almshouse complex together with the chapel, the community room and the gardens. In ensuring the residents have up-to-date, clean and safe accommodation and environment, there is regular contact with them primarily via the Warden but also by the Agent and Trustees.

Achievements and performance

Overall the rate of occupation of the 16 almshouses for the year has exceeded 90%. During the course of the year one of the residents who had been at the almshouses since 2001 sadly died. In accordance with our standard practice the opportunity was taken to redecorate and carry out minor repairs to the flat. This was then let to one of the existing residents who wished to occupy one of the ground floor flats. Her flat in turn was then made available to a new applicant who had been on the waiting list.

The former Chaplain's house situated within the almshouse complex which had previously been occupied by the Chaplain remains let by way of a shorthold letting agreement to a tenant who would otherwise have qualified for almshouse accommodation.

During 2019 the separate modern property at 10 Union Street continues to be let by way of a shorthold letting agreement at a market rent to private tenants.

The Warden keeps in close weekly contact with a nominated Trustee who in turn reports to the Committee/ Board. Her reports have highlighted how the residents have generally formed a community of individuals with most willing to participate in social events including occasional garden parties and other celebrations arranged by the residents themselves and with her help.

LASLETT'S (ALMSHOUSE) CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

In terms of refurbishment of the flats, all work was completed in 2015. There is a general feeling that the flats are now of a high standard and that the residents are pleased overall with the facilities including the standard of decoration. There is a programme of planned general maintenance in place. Internal redecoration is carried out to flats as and when they become vacant.

The gardens situated at the front of the property continue to be extremely colourful with a wide range and variety of shrubs and flowers and are maintained to a high standard through the year. Some of the residents like to participate and assist the gardener in his work under his supervision which is encouraged.

The administration of rental income has been smooth during the last year. There are no current rent arrears and liaison with the Council as to the provision of housing benefits to those who qualify has been good.

The Trustees will continue to support the residents of the almshouses to the best of their ability by improving the properties occupied and the services offered in accordance with the recommendations made by the Agent.

In addition to the almshouses the Charity has traditionally held some investments from which income can be derived to help to swell the funds available when required. The Trustees regularly consult with their investment advisers and take due regard of any recommendations and investments made.

Financial review

During 2019 the income for the Charity was £126,086 and the expenditure was £99,501. With gains in the value of both property and investments of £40,901 the overall value of the charity increased by £67,486 from £2,702,146 to £2,769,632.

The majority of the income (£121,083) was derived from the charges levied on the residents for their accommodation and was received regularly and consistently.

During the course of 2018 the Charity had begun a review of its investment management provision, Smith Williamson LLP having been appointed to that role in 2011. Following an invitation to tender issued to 10 investment firms with a good record of advice to charities and following short-listing, five were interviewed in February 2019. The outcome was the appointment of Quilter Cheviot Investment Management with effect from April 2019. Following their appointment Quilter Cheviot drafted a fresh statement of investment policy which was approved by the Trustees. The key features of this are:

a) Investment objective - Longer-term assets (reserves and endowment) will be invested with the aim of at least maintaining the value or purchasing power in real terms (i.e. against inflation).

b) Total return target - The Total return target for the investment portfolios has been set at inflation (CPI) plus 3.5% p.a. net of fees. This implies a nominal target of 5.5% p.a. assuming the Bank of England's official 2% target for CPI inflation.

c) Income requirement - Income target has been set at a minimum of 3% per annum.

d) Time horizon - The time horizon for the investment portfolio is considered to be long term (i.e. more than five years).

LASLETT'S (ALMSHOUSE) CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Reserves policy

The balance sheet shows that the overall value of the charity as at 31st December 2019 as compared with the position as at 31st December 2018 was as follows:

Description	2018	Gain/(Loss)	2019
Capital (Restricted) Fund Endowed	£2,656,179	£40,901	£2,697,080
Income (Unrestricted) Funds Designated (Refurbishment)	£11,700	£44,800	£56,500
General (Unrestricted) Funds	£34,267	(£18,215)	£16,052
Total	£2,702,146	£67,486	£2,769,632

The unrestricted funds which may be counted as reserves have increased by £26,585.

The Trustees have taken the decision that it should be the ultimate aim to have a sum available for refurbishments of £100,000 that being the most likely call on any reserve fund. Consequently to make greater provision for that "sinking" fund there was a net transfer of funds from general reserves to the refurbishment reserve which now stands at £56,500. The Trustees have aimed to retain a level of unrestricted reserves equivalent to the running costs of the Charity for at least six months and if possible for one year. The unrestricted reserves (including that designated for refurbishment) now amount to £72,552 which represent between 8 and 9 months of last year's expenditure of £99,501.

The Trustees are aware of the requirements to distribute any surplus income under the terms of the Trust but believe this should be balanced with the need to have adequate reserves to maintain almshouses provision which is its primary objective. The Trustees also take the view that given the nature of the housing accommodation and the level of charges which can be levied (which is linked to the provision of housing benefit) it is not proper to create a surplus over and above what is needed to maintain the almshouses in good order with associated support and administrative costs.

LASLETT'S (ALMSHOUSE) CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Investment powers

The Trustees will invest the funds in accordance with the Trustee Act 2000. Within the Act the Trustees:-

- shall exercise such power with the care that a prudent person of business would in making investments for a person for whom they felt morally obliged to provide;
- shall not make any speculative or hazardous investment (and for avoidance of doubt this power to invest does not extend to laying out money on the acquisition of futures and or trading options);
- shall have regard to the need for diversification of investments in the circumstances of the Charity and to the suitability of the proposed investments;
- do not impose any ethical or geographical restrictions.

Trustees additionally have a duty to review their investments at regular intervals. The Trustees reviewed their policy during 2019 - see above under Financial Review. The Trustees may change any part of the policy at any time having taken the necessary professional advice.

The Investment Manager must be an authorised person who is entitled to carry out investment business under the provisions of the Financial Services Act 1986.

The Trustees have delegated the powers of investment management to Quilter Cheviot.

Performance

The value of investments rose during the year from £225,518 by £24,259 (10.76%) to £249,777 and the portfolio produced an income for the year of £3,934 (1.58%). Included in the valuation are the investments now held with Quilter Cheviot and the CCLA investment - the increase of £24,259 is the net of a decrease of £1,640 on the investments now held by Quilter Cheviot and an increase of £26,189 in the value of the CCLA COIF Investment.

Cash Deposits

Cash deposits are placed with approved banks with suitable credit ratings. Cash deposits may be also retained by its investment advisors as part of the investment portfolio.

Risk management

The Trustees have considered the major risks to which they consider the Charity has been exposed and concluded that these lie in the inherent risks of maintaining the fabric of an historic property in a city centre location and the welfare of the elderly residents and investing in the Stock Market. The Trustees are well aware of the potential volatility in the Stock Market generally but view their investments as being of a long term nature which should iron out sudden changes in their value. Notwithstanding that, they will take whatever steps they think necessary after taking professional advice to mitigate and reduce any risks.

Risk identification and management are specifically discussed and minuted at all Board meetings.

The Trustees confirm that no serious incident has taken place which they should have reported to the Charity Commission but have not.

Plans for the future

The Trustees have no major plans to alter the level of almshouse provision. It is the intention to continue to utilise the almshouses as directed by the Trust Deeds upon which the Charity was formed. In practice this will entail maintaining the almshouse complex in good and substantial repair and condition and having plans in place for such to be carried out on a periodic basis. By operating in this way, the finances remain sound and the element of public benefit is fulfilled.

LASLETT'S (ALMSHOUSE) CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Structure, governance and management

The Charity was established by William Laslett (1799-1884), a Worcester member of parliament, mayor, civic dignitary and philanthropist. It operates under the terms of two Trust Deeds dated 19 September 1868 and 9 April 1875. Its registered Charity number is 233695.

The Charity owns and manages almshouses built in 1912 in Union Street, Worcester together with one more modern end terraced house situated opposite the almshouses.

The Trustees who served during the year were:

Mr C R Anstey

Mr T J Bridges

Mr D B Dale

Mr P W Hughes

Mrs M Jones

Mrs A E Lodge

Mrs G T Newman

Mr J V Panter

Mrs L A Preece

(Appointed 30 July 2019)

Mrs E A Pugh-Cook

Mr M J Tarver

Mrs K M Vincent

The Trustees of this Charity also serve as Trustees of Laslett's (Hinton) Charity and have been appointed by a long series of Deeds of Appointment since 1868. There is no provision as to the length of service or requirement for re-appointment after a specified period of time.

All Trustees give their time freely and no remuneration was paid to any of them during the year. Trustees are required to disclose all relevant interests and to register them with the Clerk. The Trustees are also required to give details of any interest that may relate to an agenda item in which event if there is a conflict or perceived conflict of interest, they will withdraw from the meeting.

Appointment of Trustees

The Trustees have a wide range of professional and commercial experience including agriculture, charitable bodies, church architecture, estate management, social work, care for the elderly, and accountancy. The Charity seeks to appoint Trustees who have skills and expertise which are relevant to the areas in which the Charity operates.

At the time of appointment, new trustees are provided with an induction pack within which are notes setting out the history and background of the charity including its original objectives, current policies and copies of Board and Committee minutes for the preceding twelve months or longer period if necessary. Prior to formal appointment, potential new Trustees who have been interviewed and accepted the role in principle are provided with the opportunity to have some one-to-one discussion with the Clerk and Agent and with the Chairman. In addition they are invited in a guest and confidential capacity to the Board meeting prior to the date of their intended appointment to gain first-hand experience of the Board and its workings.

LASLETT'S (ALMSHOUSE) CHARITY

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Organisational Structure

The Board of Trustees meets on a regular quarterly basis at the boardroom in Laslett's Almshouses, Union Street, Worcester. With the input of the Agent, Clerk and Investment Advisor by way of written reports and/or attendance at the meetings, they initiate, review and adopt policies which further the objects of the Charity as set out in the Trust Deed and ensure compliance with current legislation and recommended good practice.

To enable the more expeditious conduct of business the Trustees have created two Committees which may examine relevant issues in more detail and which may make recommendations to the Trustee Board to make a formal decision.

The Board of Trustees are also responsible for setting the remuneration levels of staff appointed by the Charity.

The Finance and Investment Committee meets with the Charity's Investment Managers, Quilter Cheviot (appointed February 2019) periodically to review the Charity's stock exchange investments and to consider their recommendations. The Committee also considers and approves the six monthly and year-end management accounts drawn up by the Agent and sets the budget for the forthcoming year.

The Almshouse Committee meets on an ad hoc basis to give preliminary and detailed consideration to any new policy or initiative required for the overall management of the almshouses prior to discussion and decision at the main Trustee Board.

The Agent to the Charity is Mr Adrian Robinson of ARC Chartered Surveyors Ltd, The Estate Office, Madresfield, Malvern, WR13 5AH. The duties and responsibilities of the Agent include the following:

- The general day-to-day management of the Almshouses;
- Reporting to each quarterly meeting of the Trustees
- All aspects of financial administration including the Charity's needs and cash flow position and the preparation of half yearly management accounts.

The Clerk to the Charity is Mr Stephen Inman whose duties and responsibilities include the following:

- Preparation of agendas for quarterly Trustee Board meetings, Committee meetings and drafting of minutes;
- Provision of guidance on legal and governance issues at meetings and generally
- Liaison with the Agent, Accountants, Investment Manager and Trustees as to administrative matters.

Related charities

The Charity has a close relationship with the Laslett's (Hinton) Charity and its professional advisers, as well as its Trustees, being the same. Both Charities have a common benefactor and founding philosophy.

The main object of Laslett's (Hinton) Charity is to manage its land and agricultural holdings together with associated residential properties situated at Hinton on the Green near Evesham, Worcestershire and to create a return of income which can be applied for charitable purposes including when necessary the support of Laslett's (Almshouse) Charity.

The Trustees' report was approved by the Board of Trustees.

Mr P W Hughes

Trustee

Dated: 28 July 2020

LASLETT'S (ALMSHOUSE) CHARITY

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 31 DECEMBER 2019

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

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources of the Charity for that year.

In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make 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; and
- 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 sufficient 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.

LASLETT'S (ALMSHOUSE) CHARITY

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF LASLETT'S (ALMSHOUSE) CHARITY

I report to the Trustees on my examination of the financial statements of Laslett's (Almshouse) Charity (the Charity) for the year ended 31 December 2019.

Responsibilities and basis of report

As the Trustees of the Charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the Charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

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

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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 any material respect:

- 1 accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 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 financial statements to be reached.

Sarah Morley ACA

for and on behalf of Kendall Wadley LLP
Merevale House
27 Sansome Walk
Worcester
WR1 1NU

Dated: 28 July 2020

LASLETT'S (ALMSHOUSE) CHARITY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2019

Current financial year

		Unrestricted funds general 2019 £	Unrestricted funds designated 2019 £	Endowment funds 2019 £	Total 2019 £	Total 2018 £
	Notes					
<u>Income and endowments from:</u>						
Charitable activities	3	121,083	-	-	121,083	114,326
Investments	4	3,984	-	-	3,984	3,742
Other income	5	1,019	-	-	1,019	1,934
Total income		126,086	-	-	126,086	120,002
<u>Expenditure on:</u>						
Raising funds	6	1,319	-	-	1,319	912
Charitable activities	7	98,182	-	-	98,182	99,728
Total resources expended		99,501	-	-	99,501	100,640
Net incoming resources before investment movements		26,585	-	-	26,585	19,362
Net gains/(losses) on investments	11	-	-	40,901	40,901	(9,378)
Net incoming resources before transfers		26,585	-	40,901	67,486	9,984
Gross transfers between funds		(44,800)	44,800	-	-	-
Net movement in funds		(18,215)	44,800	40,901	67,486	9,984
Fund balances at 1 January 2019		34,267	11,700	2,656,179	2,702,146	2,692,162
Fund balances at 31 December 2019		16,052	56,500	2,697,080	2,769,632	2,702,146

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

LASLETT'S (ALMSHOUSE) CHARITY

STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Prior financial year

		Unrestricted funds general 2018 £	Unrestricted funds designated 2018 £	Endowment funds 2018 £	Total 2018 £
	Notes				
<u>Income and endowments from:</u>					
Charitable activities	3	114,326	-	-	114,326
Investments	4	3,742	-	-	3,742
Other income	5	1,934	-	-	1,934
Total income		120,002	-	-	120,002
<u>Expenditure on:</u>					
Raising funds	6	912	-	-	912
Charitable activities	7	99,728	-	-	99,728
Total resources expended		100,640	-	-	100,640
Net incoming resources before investment movements		19,362	-	-	19,362
Net gains/(losses) on investments	11	-	-	(9,378)	(9,378)
Net incoming resources before transfers		19,362	-	(9,378)	9,984
Gross transfers between funds		(11,700)	11,700	-	-
Net movement in funds		7,662	11,700	(9,378)	9,984
Fund balances at 1 January 2018		26,605	-	2,665,557	2,692,162
Fund balances at 31 December 2018		34,267	11,700	2,656,179	2,702,146

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

LASLETT'S (ALMSHOUSE) CHARITY

BALANCE SHEET

AS AT 31 DECEMBER 2019

	Notes	2019 £	£	2018 £	£
Fixed assets					
Tangible assets	12	2,410,000		2,410,000	
Investments	13	249,777		225,518	
		<u>2,659,777</u>		<u>2,635,518</u>	
Current assets					
Debtors	14	6,543		6,020	
Cash at bank and in hand		117,481		77,596	
		<u>124,024</u>		<u>83,616</u>	
Creditors: amounts falling due within one year	15	(14,169)		(16,988)	
Net current assets		<u>109,855</u>		<u>66,628</u>	
Total assets less current liabilities		<u>2,769,632</u>		<u>2,702,146</u>	
Capital funds					
Endowment funds	17	2,697,080		2,656,179	
Income funds					
<u>Unrestricted funds</u>					
Designated funds	18	56,500		11,700	
General unrestricted funds		16,052		34,267	
		<u>72,552</u>		<u>45,967</u>	
		<u>2,769,632</u>		<u>2,702,146</u>	

The financial statements were approved by the Trustees on 28 July 2020

Mr P W Hughes
Trustee

LASLETT'S (ALMSHOUSE) CHARITY

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 DECEMBER 2019

	Notes	2019 £	£	2018 £	£
Cash flows from operating activities					
Cash generated from operations	20		19,259		18,981
Investing activities					
Purchase of investments		(55,440)		(21,807)	
Proceeds on disposal of investments		72,082		24,304	
Interest received		3,984		3,742	
Net cash generated from investing activities			20,626		6,239
Net cash used in financing activities			-		-
Net increase in cash and cash equivalents			39,885		25,220
Cash and cash equivalents at beginning of year			77,596		52,376
Cash and cash equivalents at end of year			117,481		77,596

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

Charity information

Laslett's (Almshouse) Charity is a charity which was established by William Laslett, a Worcester mayor, civic dignitary and philanthropist. It operates under the terms of two Trust Deeds dated 19 September 1868 and 9 April 1875. Its registered address is Kateryn Heywood House, Berkeley Court, The Foregate, Worcester, WR1 3QG.

1.1 Accounting convention

The accounts have been prepared in accordance with the Charity's trust deed, 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 and Republic of Ireland (FRS 102)" (as amended for accounting periods commencing from 1 January 2019). The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes and are maintained at a level sufficient to enable the Charity to operate efficiently and without risk.

Endowed funds represent those assets which must be held permanently by the Charity, principally property and investments.

1.4 Incoming resources

Income from investments and property is recognised when the Charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

1.5 Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Governance costs are the costs associated with the general running of the Charity.

1.6 Tangible fixed assets

The trustees have adopted a policy of revaluation with regards the land and buildings and this is based on a valuation supplied by ARC Chartered Surveyors Limited at 31 December 2018. This valuation is a full valuation reviewed as necessary.

The Statement of Recommended Practice (FRS 102) requires that a provision be made for depreciation of tangible fixed assets having a finite use of life. However, the Trustees are of the opinion that the residual value at the end of the estimated useful life of the property is not likely materially to differ from its cost, or re-valued amount (reviewed annually). Therefore, any element of depreciation is considered to be immaterial and no provision is made, movements in valuation are taken to the Statement of Financial Activities as determined.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Fixed asset investments

Fixed asset investments are initially measured at transaction price excluding transaction costs, and are subsequently measured at fair value at each reporting date. Changes in fair value are recognised in net income/(expenditure) for the year. Transaction costs are expensed as incurred.

1.8 Impairment of fixed assets

At each reporting end date, the Charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset is estimated to be less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. An impairment loss is recognised immediately in income/(expenditure) for the year, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior years. A reversal of an impairment loss is recognised immediately, unless the relevant asset is carried in at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less.

1.10 Financial instruments

The Charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the Charity's balance sheet when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Charity's contractual obligations expire or are discharged or cancelled.

1.11 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.12 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

2 Critical accounting estimates and judgements

In the application of the Charity's accounting policies, the Trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

3 Charitable activities

	Unrestricted funds general 2019 £	Unrestricted funds general 2018 £
Received from residents	121,083	114,326

4 Investments

	Unrestricted funds general 2019 £	Unrestricted funds general 2018 £
Income from listed investments	3,934	3,728
Interest receivable	50	14
	3,984	3,742

5 Other income

	Unrestricted funds general 2019 £	Unrestricted funds general 2018 £
Other income	1,019	1,934

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

6	Raising funds	Unrestricted funds general 2019 £	Unrestricted funds general 2018 £
	<u>Fundraising and publicity</u>		
	Investment management costs	1,319	912
		<u>1,319</u>	<u>912</u>
7	Charitable activities		
		2019 £	2018 £
	Property expenditure		
	Pension costs	172	94
	Rates	3,558	3,374
	Insurance	6,836	7,127
	Property expenditure	14,749	20,211
	Chaplain's salary	1,690	1,600
	Warden	12,132	11,320
	Gardener	1,662	1,863
	Electricity	11,721	11,410
	Gas	8,415	7,298
	Telephone	256	269
	Call aid rental	3,371	3,229
	Sundry	1,474	1,175
	Legal and professional fees	-	675
	Cleaning	4,505	3,476
		<u>70,541</u>	<u>73,121</u>
	Share of support costs (see note 8)	27,091	26,057
	Share of governance costs (see note 8)	550	550
		<u>98,182</u>	<u>99,728</u>
	Analysis by fund		
	Unrestricted funds - general	98,182	
		<u>98,182</u>	
	For the year ended 31 December 2018		
	Unrestricted funds - general		99,728
			<u>99,728</u>

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

8 Support costs

	Support costs	Governance costs	2019	2018	Basis of allocation
	£	£	£	£	
Agent's management fees	16,821	-	16,821	15,626	To principal charitable activity
Clerk's fees	3,526	-	3,526	3,348	" "
Charity office expenses	4,128	-	4,128	3,977	" "
Subscriptions	230	-	230	215	" "
Accountancy	1,310	-	1,310	1,550	" "
Accountancy - agents	1,076	-	1,076	1,341	" "
Independent examiners fees	-	550	550	550	Governance
	<u>27,091</u>	<u>550</u>	<u>27,641</u>	<u>26,607</u>	
Analysed between Charitable activities	<u>27,091</u>	<u>550</u>	<u>27,641</u>	<u>26,607</u>	

Within Clerks fees as shown above are staff costs of £3,526 (2018- £3,348).

Governance costs include payment to the independent examiners of £550 (2018 - £550) for examination fees.

9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration or expenses during the year.

During the year the Charity took out insurance for the Trustees' and individual liability, employment practices liability and professional and legal liability in each instance to a limit of £1 million.

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

10 Employees

Number of employees

The average monthly number of employees during the year was:

	2019 Number	2018 Number
Clerk and warden	2	2

Employment costs

	2019 £	2018 £
Wages and salaries	15,657	14,668
Other pension costs	172	94

There were no employees whose annual remuneration was £60,000 or more.

11 Net (losses)/gains on investments

	Endowment funds 2019 £	Endowment funds 2018 £
Revaluation of investments	33,144	(8,680)
(Loss)/gain on sale of investments	7,757	(698)
	40,901	(9,378)

12 Tangible fixed assets

	Freehold land and buildings £
Cost or valuation	
At 1 January 2019	2,410,000
At 31 December 2019	2,410,000
Carrying amount	
At 31 December 2019	2,410,000
At 31 December 2018	2,410,000

Land and buildings with a carrying amount of £2,410,000 were revalued at 31 December 2019 by ARC Chartered Surveyors, independent valuers, on the basis of market value. The valuation conforms to International Valuation Standards and was based on recent market transactions on arm's length terms for similar properties.

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

12 Tangible fixed assets

(Continued)

The property consists of 16 flats, a Chaplain's House, Board Room and Chapel, all situated at Laslett's Almshouses, Union Street, Worcester and 10 Union Street, Worcester.

13 Fixed asset investments

	Listed investments £
Cost or valuation	
At 1 January 2019	225,518
Additions	55,440
Valuation changes	40,901
Disposals	(72,082)
	<hr/>
At 31 December 2019	249,777
	<hr/>
Carrying amount	
At 31 December 2019	249,777
	<hr/>
At 31 December 2018	225,518
	<hr/>

14 Debtors: amounts falling due within one year

	2019 £	2018 £
Other debtors	3,914	3,410
Prepayments and accrued income	2,629	2,610
	<hr/>	<hr/>
	6,543	6,020
	<hr/>	<hr/>

15 Creditors: amounts falling due within one year

	Notes	2019 £	2018 £
Other taxation and social security		132	-
Deferred income	16	2,496	2,106
Other creditors		6,618	7,212
Accruals and deferred income		4,923	7,670
		<hr/>	<hr/>
		14,169	16,988
		<hr/>	<hr/>

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

16 Deferred income

	2019 £	2018 £
Arising from Rents received in advance	2,496	2,106

All rents in advance are in respect of the following accounting period and are fully released.

17 Endowment funds

The endowment funds represent those assets which must be held permanently by the Charity, principally investments and property.

	Balance at 1 January 2018 £	Gains and losses £	Balance at 1 January 2019 £	Gains and losses £	Balance at 31 December 2019 £
Permanent endowments					
Endowment Fund	2,665,557	(9,378)	2,656,179	40,901	2,697,080
	<u>2,665,557</u>	<u>(9,378)</u>	<u>2,656,179</u>	<u>40,901</u>	<u>2,697,080</u>

Income arising on the endowment fund can be used in accordance with the objects of the Charity and is included as unrestricted income. Any capital gains or losses arising on the investment form part of the fund.

18 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for essential future repairs to properties.

	Balance at 1 January 2018 £	Transfers £	Balance at 1 January 2019 £	Transfers £	Balance at 31 December 2019 £
Refurbishment fund	-	11,700	11,700	44,800	56,500
	<u>-</u>	<u>11,700</u>	<u>11,700</u>	<u>44,800</u>	<u>56,500</u>

The purpose of the Refurbishment fund is to finance essential expenditure on property owned by the Charity.

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2019

19 Analysis of net assets between funds

Fund balances at 31 December 2019 are represented by:

Tangible assets

Investments

Current assets/(liabilities)

	Unrestricted Funds 2019 £	Designated funds 2019 £	Endowment Funds 2019 £	Total 2019 £	Unrestricted Funds 2018 £	Designated funds 2018 £	Endowment Funds 2018 £	Total 2018 £
	-	-	2,410,000	2,410,000	-	-	2,410,000	2,410,000
	-	-	249,777	249,777	-	-	225,518	225,518
	16,052	56,500	37,303	109,855	34,267	11,700	20,661	66,628
	16,052	56,500	2,697,080	2,769,632	34,267	11,700	2,656,179	2,702,146

Included in endowment funds are unrealised gains on investments for the year of £33,144 (2018 - Loss £(8,680)) and unrealised gains on tangible fixed assets for the year of £nil (2018 - £nil).

LASLETT'S (ALMSHOUSE) CHARITY

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

20	Cash generated from operations	2019	2018
		£	£
	Surplus for the year	67,486	9,984
	Adjustments for:		
	Investment income recognised in profit or loss	(3,984)	(3,742)
	(Gain)/loss on disposal of investments	(7,757)	698
	Fair value gains and losses on investments	(33,144)	8,680
	Movements in working capital:		
	(Increase) in debtors	(523)	(367)
	(Decrease)/increase in creditors	(3,209)	2,350
	Increase in deferred income	390	1,378
	Cash generated from operations	19,259	18,981
		<hr/>	<hr/>
21	Analysis of changes in net funds		
	The Charity had no debt during the year.		