

# **Stanton House Trust**

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# **Stanton House Trust**

## **Charity Information**

Trustees	P Edmonds-Seal H Elbourn A Payne C Cleverly I Dennis D Portway D Saunder
Charity Number	275205
Address	Stanton House Snows Lane Stanton St John Oxford OX33 1HF
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ  HSBC plc 108 London Road Headington Oxford OX3 9AP
Independent Examiner	David Dixie FCA 167 Black Haynes Road Selly Oak Birmingham, B29 4RE

# **Stanton House Trust**

## **Trustees Report for the year ended 31 December 2020**

### **1 Constitution and Objects**

Stanton House Trust is established by a Deed of Trust dated 31 January 1978.

The object of the charity is " the advancement of the Christian faith and such other charitable purposes as the Trustees shall from time to time determine."

In furtherance of this object, the house provides informal retreat facilities for Christian guests in need of rest or refreshment, who come on the basis of making voluntary donations, and a relaxing venue for Christian groups to meet.

### **2 Trustees and Management**

Trustees who served during the year under review are as listed on page 2 of these financial statements.

The responsibility for the day to day management of the house is delegated to the permanent team who were during the year under review the following personnel

A Rimmer  
A Rimmer  
E Schippers  
M Schippers  
A Wileman  
J Wileman

As in past years, the House has benefitted from the many volunteers whose enthusiasm and hard work has ensured the smooth running of the House.

### **3 Development and Activities**

Due to the effects of the Covid 19 pandemic the House has had to close for eight months of the year. The team have been furloughed. This has impacted the income and expenditure of the House significantly.

### **4 Public Benefit**

In accordance with Charity Commission strictures, the Trustees confirm that due regard has been given to the Commission's guidance on public benefit in deciding what activities should be undertaken by the Trust

5 Reflecting the objects of the Trust, the Trustees confirm that Stanton House has been used by many Day Groups, Resident Groups and Individual Retreat Guests.

### **6 Reserves Policy**

The Trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and have designated funds for the following purposes

# Stanton House Trust

## Trustees Report for the year ended 31 December 2020

Operational Reserve - an amount of £10,000 is set aside to provide cover in the event of unforeseen circumstances or falls in income.

### 7 Risk Assessment

The Trustees have ensured that sufficient insurance has been arranged to cover re-building costs and public liability. Fire and security systems are tested and maintained regularly, as is the general condition of the building. The risk of fraud is addressed by the preparation of monthly management accounts, distributed to all Trustees.

### 8 Statement of Trustees Responsibilities

The Trustees are required under current legislation 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 its results for that period. In preparing those financial statements the Trustees are required to :-

- a) select suitable accounting policies and apply them consistently
- b) make judgements and estimates that are reasonable and prudent
- c) state whether applicable Accounting Standards and Statements of Recommended Practice have been followed, subject to any material departures disclosed and explained in the financial statements.
- d) prepare financial statements on a going concern basis unless it is inappropriate to assume that the charity will continue in business.

The Trustees are responsible for keeping proper records which disclose with reasonable accuracy at any time the financial position of the charity and enable you to ensure that the financial statements comply with the Charities Act 1993. 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.

The Trustees regularly review the various aspects of Health and Safety relating to the running of Stanton House.


The Trustees have put in place a suitable policy to safeguard vulnerable beneficiaries.

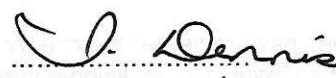
The Trustees have a suitable policy on identifying and reporting serious incidents.

### 9 Approval

This report was approved by the Trustees on the  
behalf by:

and signed on their

  
Charlie Cleverly 15/2/21

  
Ian Dennis 8/2/21



# Stanton House Trust

## Report of the Independent Examiner to the Trustees of Stanton House Trust

I have examined the accounts of the Trust for the year ended 31 December 2020 as set out on pages 6 to 12.

### Respective responsibilities of Trustee and Examiner

As the Charity's Trustees, you are responsible for the preparation of the accounts; you consider that the audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of the procedures specified in the general Directions given by the Charity Commissioners under Section 43(7)(b) of the Act, whether particular matters have come to my attention.

### Basis of Independent Examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the accounts presented with those records. It also includes considerations 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 I do not express an audit opinion on the view given by the accounts.

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 the requirements

To keep accounting records in accordance with Section 41 of the Act, and

To prepare accounts which accord with the accounting records and to comply with the accounting requirements of the Act.

have not been met, or

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

..... *D. D. Dixie* .....

**David Dixie F C A**  
**AIMS Accountants**  
**167 Black Haynes Road**  
**Selly Oak**  
**Birmingham**  
**B29 4RE**

Date *5 February 2021* .....

# Stanton House Trust

## Statement of financial activities for the year ended 31 December 2020

Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019
<b>Incoming resources</b>				
<i>Voluntary incoming resources</i>				
Income from donors	25,315	-	25,315	18,992
<i>Incoming resources from charitable activities</i>				
Receipts from retreat guests	17,013	-	17,013	55,621
Sale of assets	0	-	0	0
<i>Activities for generating income</i>				
Charges for day and resident groups	12,526	-	12,526	70,889
Bookstall	219	-	219	1,514
Bank interest	31	-	31	0
Job retention scheme grant	23,042	-	23,042	85
Sundry income	536	-	536	0
<b>Total incoming resources</b>	<b>78,682</b>	<b>0</b>	<b>78,682</b>	<b>147,101</b>
<b>Outgoing resources</b>				
<i>Charitable activities</i>				
Housekeeping costs	2 49,372	-	49,372	82,730
Management and administration	3 2,967	-	2,967	5,090
Staff costs	4 51,110	-	51,110	59,921
Bookstall	0	-	0	1,161
Depreciation	5 8,077	912	8,989	8,873
<b>Total outgoing resources</b>	<b>111,526</b>	<b>912</b>	<b>112,438</b>	<b>157,775</b>
<b>Net increase (-decrease) in funds</b>	<b>-32,844</b>	<b>-912</b>	<b>-33,756</b>	<b>-10,674</b>

# Stanton House Trust


## Balance Sheet as at 31 December 2020


	Note	2020 £	2019 £
<b>Tangible fixed assets</b>	<b>5</b>		
Buildings		31,091	37,070
Furnishings & Fittings		2,194	2,548
Plant & Machinery		521	3,177
		<b>33,806</b>	<b>42,795</b>
<b>Current assets</b>			
Accrued income		3,070	0
Stocks	<b>1</b>	294	566
Debtors and prepayments		652	633
Cash at Bank		26,818	55,787
Cash in Hand		3	104
		<b>30,837</b>	<b>57,090</b>
<b>Liabilities: amounts falling due within one year</b>		<b>-7,341</b>	<b>-8,826</b>
<b>Net current assets</b>		<b>23,496</b>	<b>48,264</b>
<b>Liabilities: amounts falling due after one year</b>		<b>0</b>	<b>0</b>
<b>Net assets</b>		<b>57,302</b>	<b>91,059</b>
<b>Funds</b>			
Unrestricted	<b>6</b>	50,391	83,236
Restricted	<b>7</b>	6,911	7,823
		<b>57,302</b>	<b>91,059</b>

Approved by the Trustees and signed on the

by

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 Charlie Cleverly 15/2/21  
 Chairman

  
 Ian Dennis 8/2/21  
 Trustee

The notes on pages 8 to 12 form part of these accounts



# Stanton House Trust

## Notes to the financial statements for the year ended 31 December 2020

### 1 Accounting Policies

These accounts have been prepared in accordance with

- a) the Statement of Recommended Practice 2005 and accounting standards
- b) the Charities Act 2003
- c) the historic cost basis of accounting

### Funds

*Unrestricted funds* include the General Fund which represents the funds of the Trust that are not subject to any restrictions regarding their use and are available for application on the general purposes of the Trust.(Note7)

*Restricted funds* represent funds raised through the Jubilee Appeal for capital projects identified in the access audit. All funds raised under this appeal have been expended on capital items. In addition, during 2014, various gifts were received, specifically to assist payment of charges in the case of genuine hardship, such to be determined by the team.

### Incoming Resources

*Income from donors* includes donations and grants, plus additional contributions made by guests above the cost of their stay.

Income tax reclaimable on Gift Aided donations is included at the date the donation is received.

Incoming resources from charitable activities are the receipts from retreat guests towards the cost of their visit.

*Charges for day and resident groups* - groups are charged for their visits, whereas retreat guests contributions are voluntary.

*Income from bookstall* - the profit on goods sold on the bookstall is shown net of costs.

*Rent receivable* on the grazing rights in the paddocks is included at the date due in Sundry Income.

*Income from investments* is Bank Interest and is accounted for when receivable and is paid gross.

Some voluntary help has been received from trustees, their spouses and others. No attempt has been made to quantify this.



# **Stanton House Trust**

## **Notes to the financial statements for the year ended 31 December 2020 (continued)**

### **1 Accounting Policies (Continued)**

#### **Resources used**

*Staff costs* include team member salaries. Stanton House is a religious intentional community. There have been on average 6 team members living in the community during the year.

No expenses have been paid to trustees or their spouses.

#### **Fixed Assets**

The property, Stanton House, was originally gifted to the Trust in 1978. No value has ever been placed upon this in the balance sheet apart from subsequent additions to the building.

In 1999 the whole property was valued professionally at £2,000,000.

All equipment, furniture and fittings purchased or donated before 1999 has not been valued or written into the accounts.

#### **Stocks**

Stocks been valued at the lower of cost or market value as at the date of the balance sheet.

#### **Reserves Policy**

Unrestricted funds are needed to:

(a) ensure that the principal activity of the Trust can be maintained during periods of fluctuating income;

(b) enable capital projects that are planned for the near future to be completed.

The trustees have agreed that it is prudent to retain net current assets equivalent to three months running costs, plus contingent repairs to the property.

Current assets less all liabilities at 31st December 2020 stand at £23,498 (2019 £48,264).

The level of reserves is monitored on a regular basis, and the reserves policy reviewed by the trustees once a year.

# Stanton House Trust

## Notes to the financial statements for the year ended 31 December 2020 (continued)

		Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
		£	£	£	£
<b>2</b>	<b>Housekeeping costs</b>				
	Provisions	19,603	-	19,603	36,870
	Insurance	4,475	-	4,475	4,135
	Council tax and water rates	3,906	-	3,906	6,435
	Light and heat	10,779	-	10,779	18,288
	Building maintenance	4,860	-	4,860	9,059
	Grounds and garden	739	-	739	2,697
	Housekeeping other	5,010	-	5,010	5,246
		49,372	-	49,372	82,730
<b>3</b>	<b>Management and administration</b>				
	Motor and travel	311	-	311	1,271
	Computer consumables	1,097	-	1,097	1,238
	Office supplies and stationery	697	-	697	1,712
	General administration expenses	0	-	0	80
	Bank charges	207	-	207	646
	Professional fees	655	-	655	143
		2,967	-	2,967	5,090
<b>4</b>	<b>Staff costs</b>				
	Team costs	51,110	-	51,110	59,921
		51,110	-	51,110	59,921



# Stanton House Trust

## Notes to the financial statements for the year ended 31 December 2020 (continued)

### 5 Fixed Assets

	Land & Buildings £	Furnishings and Fittings £	Equipment £	Total £
<b>Gross book value</b>				
Balance at 1 January 2020	149,481	61,268	41,689	252,438
Additions	0	0	0	0
Disposals	0	0	0	0
Balance at 31 December 2020	149,481	61,268	41,689	252,438
<b>Depreciation</b>				
Balance at 1 January 2020	112,411	58,720	38,512	209,643
Charge for year	5,979	354	2,656	8,989
Released on disposals	0	0	0	0
Balance at 31 December 2020	118,390	59,074	41,168	218,632
<b>Net book value</b>				
At 1 January 2020	37,070	2,548	3,177	42,795
At 31 December 2020	31,091	2,194	521	33,806

### By Fund Analysis of:

	Land & Buildings £	Furnishings and Fittings £	Equipment £	Total £
<b>Depreciation charge for year</b>				
Restricted Funds	912	0	0	912
Unrestricted Funds	5,067	354	2,656	8,077
<b>TOTAL</b>	<b>5,979</b>	<b>354</b>	<b>2,656</b>	<b>8,989</b>

### Note:

(1) From 1999 Fixed Assets were depreciated using the following method

Buildings	4% on reducing balance
Furnishings and Equipment	20% straight line

From 2002 new rates of depreciation were adopted with Furnishing and Equipment separated

Buildings	4% straight line on additions after 2002
Furnishings & Fittings	10% straight line
Equipment	25% straight line

All items costing less than under £500 are written off in the revenue accounts.

# Stanton House Trust

## Notes to the financial statements for the year ended 31 December 2020 (continued)

### 6 Unrestricted Funds

	Balance 1.1.2020	Net incoming resources	Transfers	Balance 31.12.2020
General Fund	63,235	-32,844	0	30,391
Operational reserve	10,000	0	0	10,000
Buildings reserve	10,000	0	0	10,000
	<u>83,235</u>	<u>-32,844</u>	<u>0</u>	<u>50,391</u>

### 7 Restricted Funds

	Balance 1.1.2020	Net incoming resources	Transfers	Balance 31.12.2020
Jubilee Fund	7,648	-912	0	6,736
Bursary Fund	175	0	0	175
	<u>7,823</u>	<u>-912</u>	<u>0</u>	<u>6,911</u>

### 8 Allocation of funds

	Unrestricted Funds	Restricted Funds	Total Funds 2020	Total Funds 2019
	£	£	£	£
Fixed assets	27,070	6,736	33,806	42,795
Current assets	30,662	175	30,837	57,090
Liabilities	-7,341	0	-7,341	-8,826
	<u>50,391</u>	<u>6,911</u>	<u>57,302</u>	<u>91,059</u>