

THE COLLEGE OF MATRONS, SALISBURY

REPORT OF THE TRUSTEES

AND

STATEMENT OF ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2021

CONTENTS

Page

1. - 4.	Trustees' Report
5.	Independent Examiner's Report
6. - 7.	Statement of Financial Activities
8.	Balance Sheet
9. - 15.	Notes to the Accounts
16. - 17.	Detailed Income and Expenditure Account (for Trustees' use only)

FLETCHER & PARTNERS

CHARTERED ACCOUNTANTS

SALISBURY

THE COLLEGE OF MATRONS, SALISBURY**TRUSTEES' REPORT AND STATEMENT OF ACCOUNTS****FOR THE YEAR ENDED 31 DECEMBER 2021**

The Trustees present their annual report and financial statements of the Charity for the year ended 31 December 2021. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the Charity's Schemes, 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.

PATRON AND VISITOR: The Right Reverend The Lord Bishop of Salisbury

GOVERNORS: The Dean & Residentiary Canons of the Cathedral Church of the Blessed Virgin Mary in Salisbury

TRUSTEES:	Mrs Patricia Dragonetti	Re-appointed 2021
	Mr Charles Greville- Heygate	Appointed 17 July 2020
	Mr Christopher Macey	Re-appointed 2021
	Mrs Patricia Mitchell-Innes	Re-appointed 2017
	Mrs Rosslyn O'Connor	Re-appointed 2018
	Mr Michael Ricketts	Re-appointed 2020
	Mrs Sarah Wheeler	Re-appointed 2019

All the Trustees are co-opted.

PRINCIPAL OFFICER: Mr Nicholas Stiven, Steward
The Old Laundry, 42A The Close, Salisbury, SP1 2EL

CHARITY ADDRESS: The Old Laundry, 42A The Close, Salisbury, SP1 2EL

ADVISERS:	Bankers	- Lloyds Bank Plc, 38 Blue Boar Row, Salisbury, SP1 1DB
	Solicitors	- Parker Bullen, 45 Castle Street, Salisbury, SP1 3SS
	Independent Examiners	- Mrs N A Halls FCA , Fletcher & Partners, Crown Chambers, Bridge Street, Salisbury, SP1 2LZ
	Surveyor	- The Diocesan Surveyor, Church House, Crane Street, Salisbury, SP1 2QB
	Investment Advisers	- CCLA Investment Management Ltd, Senator House 85 Queen Victoria Street, London EC4V 4ET

**REGISTERED CHARITY
NUMBER:** 201720 (England and Wales)

THE COLLEGE OF MATRONS**TRUSTEES' REPORT AND STATEMENT OF ACCOUNTS****FOR THE YEAR ENDED 31 DECEMBER 2021****LEGAL STATUS**

The College of Matrons is a registered Charity number 201720 and until June 2005 was also a registered Housing Association number A2289. It was founded by Seth, Lord Bishop of Sarum, in 1683, and is now regulated by a Charity Commission Scheme dated 9 March 1979, as amended by a Scheme dated 22 July 1993, a further scheme dated 28 October 1996, which authorises the new almshouses built in Wilton and an amendment pursuant to Section 280 Charities Act 2011 dated 6 August 2018.

GOVERNORS

The Governors are responsible for the general management of the almshouses of the Charity and for the discipline and arrangements for the welfare of the Matrons.

OBJECTS

The principal object of the Charity is to provide accommodation for eligible women in the premises of the College in The Close in Salisbury and at St John's Priory in Wilton. Matrons shall be needy and deserving women resident within the area of benefit with a preference being given to widows and daughters of Ministers of the Church of England. By a revised Scheme of July 1993 the area of benefit was extended to cover the Dioceses of Bath and Wells, Exeter, Portsmouth, Salisbury, Truro and Winchester. There has been no change in objects during the year.

POLICIES

The College houses 15 Matrons and a warden in 16 units of accommodation in Salisbury and 12 Matrons in the 12 units at Wilton. The Matrons contribute a set monthly sum towards the maintenance of the almshouses. The Charity's endowments are invested to provide income to cover the running costs and management expenses of the Charity. Any surplus income may be applied for the benefit of the Matrons in the almshouses as the Trustees think fit or for relief in need by making grants of money or providing items, services or facilities to reduce the need, hardship or distress of persons resident in the area of benefit.

RESERVES POLICY

The Trustees of the Charity are able to use the surplus accumulated income over expenditure on future projects, to improve the facilities for the Matrons and the operation of the Charity. The last quinquennial report notes that the majority of the structural repairs and conservation work had been carried out. The trustees maintain two property reserve funds, the Extraordinary Repairs Fund (ERF) and the Cyclical Maintenance Fund (CMF) as required by the Charity Commissioners. At 31 December 2021 the ERF stood at £126,198 (2020: £102,558) and the CMF at £49,168 (2020: £78,124). The trustees aim to keep free reserves between £100,000 and £200,000 (6 to 12 months' worth of expenditure) to cover unforeseen costs, to help provide further income by investing surplus accumulated profits and to be able to pay the almshouse running costs when voids occur. The free reserves at 31 December 2021 totalled £150,102 (2020: £200,838).

RISK

The major risks to which the Charity is exposed, as identified by the Trustees, have been reviewed and systems have been established to mitigate those risks.

ORGANISATION

The Charity is managed by seven Trustees who meet three times a year. The Governors appoint a Steward who acts on their behalf, and on behalf of the Trustees, and deals with the day- to- day administration of the Charity. Trustees are appointed for terms of five years. New trustees are recruited and appointed after receiving a personal recommendation from the existing trustee body.

TRUSTEES' RESPONSIBILITIES FOR THE PREPARATION OF ACCOUNTS

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). The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year. The trustees have chosen to prepare accruals accounts which must 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 period.

THE COLLEGE OF MATRONS**TRUSTEES' REPORT AND STATEMENT OF ACCOUNTS****FOR THE YEAR ENDED 31 DECEMBER 2021****TRUSTEES' RESPONSIBILITIES FOR THE PREPARATION OF ACCOUNTS (Continued)**

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 that must be disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to assume 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 applicable Charity (Accounts and Reports) Regulations and the provisions of the trust deed. They are also responsible for safeguarding the charity's assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

INVESTMENT POWERS

Sums of cash at any time belonging to the Charity and not needed for immediate working purposes shall be invested in accordance with the Trustee Act 2000, which came into force on 1 February 2001.

The investment objective of the Trustees is that the real value of their assets be maintained and enhanced over the long term by investment in a portfolio comprised of equities, fixed income stocks and cash, through charitable collective investment funds. Investment income is required to help meet the costs of the Charity.

The Trustees have selected a balanced investment objective with medium risk. The proportions invested in equities, fixed income stocks and cash shall be reviewed from time to time by a suitably qualified adviser to provide guidance on the on-going suitability of that element of investment policy. Ethical issues have also been taken into consideration.

REVIEW OF ACTIVITIES AND ACHIEVEMENT

During 2021, 15 Matrons were housed in the Salisbury almshouses and 12 in Wilton. There were two vacancies during the year, in Salisbury. One Matron relocated to a ground floor flat for health reasons.

In 2021, the Trustees decided that the Reserves of the charity were sufficiently large as to allow support to the Salisbury Women's Refuge, to a total of £5,000.

The global coronavirus pandemic continued to affect the operation of the charity throughout the year. However, refurbishment work was undertaken in accordance with public health guidelines:

- (a) The gardens of 38, 39-46 and 47 The Close were improved with new paved areas and raised vegetable plots.
- (b) The exteriors of 38 and 39-46 The Close were refurbished in accordance with the recommendations of the Quinquennial Report published in 2020.
- (c) The bathrooms in two cottages in Salisbury were converted to shower rooms.

The annual programme of home visits to Matrons by Trustees, principally to acquaint themselves with the quality of the housing stock but also to enable Matrons to meet the Trustees and raise issues, was postponed until 2022.

The annual Summer tea party for Matrons from both sites was cancelled.

The Trustee body remains unchanged and include a surveyor, solicitor and chartered accountant amongst their number.

COVID-19

The global pandemic of COVID-19 had limited financial impact on the Charity in the year to 31 December 2021. The residents' contributions continued to be paid, and no major costs were incurred as a result of the lockdown and social distancing measures. Overall the charity held sufficient funds at the year end to meet the reserves policy and the trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. There are no material judgements that affect the accounts.

THE COLLEGE OF MATRONS**TRUSTEES' REPORT AND STATEMENT OF ACCOUNTS****FOR THE YEAR ENDED 31 DECEMBER 2021****PUBLIC BENEFIT**

The trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

The charity meets its public benefit remit by providing subsidised housing for needy and deserving women within a secure environment. A preference is given under the Constitution to widows and unmarried daughters of Ministers of the Church of England.

REVIEW OF TRANSACTIONS AND FINANCIAL POSITION

The Charity's total income for the year was £212,144 (2020: £206,143) including investment income of £70,441 (2020: £67,921). Expenditure for the year was £327,036 (2020: £277,234) including donations totalling £5,000 to The Salisbury Women's Refuge (2020: £17,745 to the Trussell Trust food bank charity). Overall, the value of the investments increased by £368,855 during the year and gains of £10,327 were realised on the sale of investments worth £59,640 from the unrestricted fund and £40,630 from the Cyclical Maintenance Fund. The trustees invested £5,000 into the Extraordinary Repair Fund. Depreciation of £21,005 was charged on the properties, as required by the accounting policy, and was allocated to the fund which provided the finance for the purchase of the relevant property.

Overall, therefore, the Charity's resources increased by £264,290 during the year (2020: increased by £103,706).

Under the cost-sharing arrangements, Matrons College continues to contribute to St John's Hospital, Wilton 40% of the cost of the warden at Wilton, 40% of the cost of gardening and fire and security support contract, together with its share (2/3) of the cost of communal electricity and water rates for the 12 Matrons' flats in the new block of flats in Wilton.

The total endowment capital spent on building the 12 flats at Wilton almshouses and improving No 47 The Close was £762,553 which is being recouped over 50 years from 2000 to 2049 by investing £15,252 per annum from the Charity's surplus income. The Trustees have taken independent financial advice as to appropriate common investment funds into which to invest this money. As at 31 December 2021, the recoupment fund stood at £613,523 all of which was held in investments.

The Charity had net assets of £3,783,740 at the end of the year, including investments worth £2,911,672 but not reflecting the value of the original listed Salisbury almshouses which are insured for approximately £4.4 million. The Trustees consider the financial position of the Charity to be satisfactory and confirm that the assets held are adequate to fulfil the obligations of the Charity.

Approved by the Trustees and signed on their behalf by

C R O'Connor

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Trustee

Approved by the Trustees on: 18 March 2022

THE COLLEGE OF MATRONS

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE COLLEGE OF MATRONS, SALISBURY**

I report to the trustees on my examination of the accounts of The College of Matrons (the Charity) for the year ended 31 December 2021, which are set out on pages 6 to 15.

Responsibilities and basis of report

As the charity trustees of the Charity 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 Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 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 and fair view' which is not a matter considered as part of an independent examination.

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

Signed: Nicola A Halls

Name: Nicola A Halls

Relevant professional qualification or membership of professional body (if any): FCA

Address: Fletcher & Partners, Crown Chambers, Bridge Street, Salisbury SP1 2LZ

Date: 18 March 2022

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

	<u>Notes</u>	Unrestricted Funds £	Endowment Funds £	Restricted Funds £	Total 2021 £	Total 2020 £
INCOME FROM:						
Donations and legacies		-	-	-	-	-
Investments	2	70,441	-	-	70,441	67,921
Other income	3	840	-	-	840	2
Charitable activities:						
Provision of accommodation	4	<u>140,863</u>	<u>-</u>	<u>-</u>	<u>140,863</u>	<u>138,220</u>
TOTAL INCOME		<u>212,144</u>	<u>-</u>	<u>-</u>	<u>212,144</u>	<u>206,143</u>
EXPENDITURE ON:						
Charitable activities:						
Provision of accommodation	5	306,785	15,251	-	322,036	259,489
Donations and grants	5	<u>5,000</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>17,745</u>
TOTAL EXPENDITURE		<u>311,785</u>	<u>15,251</u>	<u>-</u>	<u>327,036</u>	<u>277,234</u>
NET GAINS/(LOSSES) ON INVESTMENTS						
Realised gains/(losses) on investments		10,327	-	-	10,327	783
Unrealised gains/(losses) on investments	9	<u>42,760</u>	<u>326,095</u>	<u>-</u>	<u>368,855</u>	<u>174,014</u>
NET INCOME/(EXPENDITURE) BEFORE TRANSFERS		(46,554)	310,844	-	264,290	103,706
TRANSFERS BETWEEN FUNDS	12, 14	<u>(15,252)</u>	<u>15,252</u>	<u>-</u>	<u>-</u>	<u>-</u>
		(61,806)	326,096	-	264,290	103,706
OTHER RECOGNISED GAINS/(LOSSES)		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET MOVEMENT IN FUNDS		(61,806)	326,096	-	264,290	103,706
FUND BALANCES AT 1 JANUARY 2021	12, 13, 14	<u>524,729</u>	<u>2,833,904</u>	<u>160,817</u>	<u>3,519,450</u>	<u>3,415,744</u>
FUND BALANCES AT 31 DECEMBER 2021	12, 13, 14	<u>£462,923</u>	<u>£3,160,000</u>	<u>£160,817</u>	<u>£3,783,740</u>	<u>£3,519,450</u>

The notes on pages 9 to 15 form part of these accounts.

STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31 DECEMBER 2021

COMPARATIVE INFORMATION ONLY

	<u>Notes</u>	<u>Unrestricted Funds</u> £	<u>Endowment Funds</u> £	<u>Restricted Funds</u> £	<u>Total 2020</u> £
INCOME FROM:					
Donations and legacies		-	-	-	-
Investments	2	67,921	-	-	67,921
Other income	3	2	-	-	2
Charitable activities:					
Provision of accommodation	4	<u>138,220</u>	<u>-</u>	<u>-</u>	<u>138,220</u>
TOTAL INCOME		<u>206,143</u>	<u>-</u>	<u>-</u>	<u>206,143</u>
EXPENDITURE ON:					
Charitable activities:					
Provision of accommodation	5	244,238	15,251	-	259,489
Donations and grants	5	<u>17,745</u>	<u>-</u>	<u>-</u>	<u>17,745</u>
TOTAL EXPENDITURE		<u>261,983</u>	<u>15,251</u>	<u>-</u>	<u>277,234</u>
NET GAINS/(LOSSES) ON INVESTMENTS					
Realised gains/(losses) on investments		783	-	-	783
Unrealised gains/(losses) on investments	9	<u>27,887</u>	<u>146,127</u>	<u>-</u>	<u>174,014</u>
NET INCOME/(EXPENDITURE) BEFORE TRANSFERS		(27,170)	130,876	-	103,706
TRANSFERS BETWEEN FUNDS	12, 14	<u>(15,252)</u>	<u>15,252</u>	<u>-</u>	<u>-</u>
		(42,422)	146,128	-	103,706
OTHER RECOGNISED GAINS/(LOSSES)		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
NET MOVEMENT IN FUNDS		(42,422)	146,128	-	103,706
FUND BALANCES AT 1 JANUARY 2020	12, 13, 14	<u>567,151</u>	<u>2,687,776</u>	<u>160,817</u>	<u>3,415,744</u>
FUND BALANCES AT 31 DECEMBER 2020	12, 13, 14	<u>£524,729</u>	<u>£2,833,904</u>	<u>£160,817</u>	<u>£3,519,450</u>

BALANCE SHEET

AS AT 31 DECEMBER 2021

	<u>Notes</u>	<u>2021</u>		<u>2020</u>	
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
FIXED ASSETS					
Tangible Assets	8		855,471		876,476
Investments	9		<u>2,911,672</u>		<u>2,612,508</u>
			3,767,143		3,488,984
CURRENT ASSETS					
Debtors	10	7,863		8,347	
Cash at bank and in hand		<u>27,726</u>		<u>34,637</u>	
		35,589		42,984	
LIABILITIES					
Creditors: Amounts falling due within one year	11	<u>18,992</u>		<u>12,518</u>	
NET CURRENT ASSETS			<u>16,597</u>		<u>30,466</u>
NET ASSETS			<u>£ 3,783,740</u>		<u>£ 3,519,450</u>
THE FUNDS OF THE CHARITY:					
ENDOWMENT FUNDS	12		3,160,000		2,833,904
RESTRICTED FUNDS	13		160,817		160,817
UNRESTRICTED FUNDS					
Designated	14	208,470		215,625	
General	14	<u>254,453</u>		<u>309,104</u>	
			<u>462,923</u>		<u>524,729</u>
TOTAL CHARITY FUNDS	15		<u>£ 3,783,740</u>		<u>£ 3,519,450</u>
			-		

These financial statements were approved by the Trustees on 18th March 2022 and signed on their behalf by:

C R O'Connor
Trustee

C E Macey
Trustee

The notes on pages 9 to 15 form part of these accounts.

THE COLLEGE OF MATRONS**NOTES TO THE ACCOUNTS****FOR THE YEAR ENDED 31 DECEMBER 2021****1. PRINCIPAL ACCOUNTING POLICIES**

The financial statements of the Charity are prepared in accordance with the Statement of Recommended Practice: 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) (effective from 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 January 2019. The accounts (financial statements) have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair view'. This departure has involved following 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) rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn. These financial statements are drawn up on the historical cost accounting basis except that investment assets are carried at market value. The charity constitutes a public benefit entity as defined by FRS 102. A summary of the more important accounting policies is set out below.

Preparation of the accounts on a going concern basis

The global pandemic of COVID-19 had limited financial impact on the Charity in the year to 31 December 2021. The trustees have reviewed the anticipated performance for a period of at least twelve months from the date of approval of the financial statements which demonstrate that there is no material uncertainty regarding the board's ability to meet its liabilities as they fall due, and continue as a going concern. On this basis, the trustees consider it appropriate to prepare the financial statements on a going concern basis.

a) Cash flow

The accounts do not include a cash flow statement because the Charity, as a small reporting entity, is exempt from the requirement to prepare such a statement.

b) Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes. Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes.

Restricted funds represents the Housing Association Grant which is repayable in certain circumstances, primarily following sale of a property but will normally be restricted to net proceeds of sale. Endowment funds are permanent trusts whose income is intended for the benefit of the charity.

c) Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably. Income from the provision of accommodation represents maintenance contributions and service charges receivable, after deduction of voids. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon receipt of income into the bank account. Bank interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank. All investment income arising on endowment funds is unrestricted as to its use.

d) Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably. All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings.

e) Charitable activities

Costs of charitable activities include grants made, governance costs and an apportionment of support costs as shown in note 5. Housing services includes the costs necessary to maintain the housing properties for the residents including utilities, gardening, and wardens' salaries and housing costs.

f) Allocation of support and governance costs

Support costs have been allocated between governance costs and other support costs. Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include costs related to the independent examination and legal fees together with an apportionment of overhead and support costs. Salaries of the Steward are apportioned 2/3:1/3 between "Housing Services" and "Governance costs". The allocation of support and governance costs is analysed in note 5.

THE COLLEGE OF MATRONS, SALISBURY**NOTES TO THE ACCOUNTS (Continued)****FOR THE YEAR ENDED 31 DECEMBER 2021**g) Housing Properties - Valuation:

The College of Matrons in The Close in Salisbury has existed on its present site since 1683. It is a listed building and the original cost of numbers 39-46 and 47 The Close is thought to be £1,194.

As at 31 December 2021, the Trustees insured the value of numbers 38, 39-46 and 47 The Close at £6,780,075. The construction of new almshouses at Wilton cost £811,898 in 1997. Improvements to No. 47 The Close commenced in 1999 and were completed in 2001. The capital costs were £120,070 and the balance of £102,182 was written off as major repairs.

h) Housing Properties, other fixed assets, and Depreciation:

All assets, including their finance costs, costing more than £1,000 are capitalised and valued at historical cost. Depreciation has been charged to write off tangible fixed assets over their useful economic lives by equal instalments. The following rates are used:

38 The Close, Salisbury	- over 40 years
47 The Close, Salisbury	- over 50 years
St Johns Priory, Wilton	- over 50 years
Land at Wilton	- no depreciation

Depreciation is charged to the fund(s) which provided the finance for the property, hence part of the annual charge is apportioned to Designated and Endowment Funds in the Statement of Financial Activities. Property refurbishment costs and minor improvements are written off in the year. Other small fixed assets such as office equipment are not capitalised.

The Housing Association Grant (HAG) received to assist with development costs of housing properties is no longer set off against the cost of the asset. Instead such grants are recognised as income when receivable and credited to restricted reserves.

i) Fixed Asset Investments:

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. The statement of financial activities includes the net gains and losses arising on revaluation and disposals throughout the year. The charity does not acquire put options, derivatives or other complex financial instruments. The main form of financial risk faced by the charity is that of volatility in equity markets and investment markets due to wider economic conditions, the attitude of investors to investment risk, and changes in sentiment concerning equities and within particular sectors or sub sectors.

j) Realised gains and losses

All gains and losses are taken to the Statement of Financial Activities as they arise. Realised gains and losses on investments are calculated as the difference between sales proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value. Realised and unrealised investment gains and losses are not combined in the Statement of Financial Activities.

k) Debtors

Debtors are measured at the amounts the charity anticipates it will receive from a debt or the amount it has paid in advance for goods or services.

l) Cash at bank and in hand

Cash at bank and in hand includes cash and cash on deposit.

m) Liabilities

Liabilities are measured at the amounts the charity anticipates it will pay to settle a debt or the amount it has received as an advance payment for goods or services it must provide.

n) Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. They are recognised at amortised cost, except for investments which are measured at fair value with changes recognised in the Statement of Financial Activities.

2. INVESTMENT INCOME

	<u>Unrestricted funds</u>	
	<u>2021</u>	<u>2020</u>
Income from unlisted investments	<u>£70,441</u>	<u>£67,921</u>

3. OTHER INCOME

	<u>Unrestricted funds</u>	
	<u>2021</u>	<u>2020</u>
Sundry income	<u>£840</u>	<u>£2</u>

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2021

4. INCOME FROM CHARITABLE ACTIVITIES

	<u>2021</u>	<u>Unrestricted funds</u> <u>2020</u>
RESIDENTS' CONTRIBUTIONS		
Salisbury		
15 at £5,160 pa [2020: 15 at £5,100 pa]	77,400	76,500
1 Warden at nil	-	-
Wilton		
11 at £5,160 pa [2020: 11 at £5,100 pa]	56,760	56,100
1 at £5,400 pa [2020: 1 at £5,340 pa]	<u>5,400</u>	<u>5,340</u>
	139,560	137,940
Less: Voids	<u>(3,466)</u>	<u>(5,106)</u>
	136,094	132,834
Service Charges		
Heat and Light	4,644	5,132
Laundry contributions (Salisbury)	<u>125</u>	<u>254</u>
	4,769	5,386
	<u>£140,863</u>	<u>£138,220</u>

5. BREAKDOWN OF COSTS OF CHARITABLE ACTIVITIES

	<u>2021</u>	<u>2020</u>
Housing services	90,686	90,774
Repairs and maintenance and improvements	193,867	129,207
Support costs - Management expenses	7,082	9,330
Support costs - Governance costs	9,396	9,173
Depreciation	<u>21,005</u>	<u>21,005</u>
	<u>£322,036</u>	<u>£259,489</u>

In 2021, repairs include Quinquennial programmed repairs £93,111, replacement of 2 bathrooms £17,867, garden improvement projects £8,392 and internal decoration of communal areas £4,850.

In 2020, repairs include Phase I of replacing the fire detection system in Salisbury £19,874.

Depreciation is split between the funds of the charity as follows:

	<u>2021</u>	<u>2020</u>
Endowment funds	15,251	15,251
Designated funds	1,839	1,839
General fund	<u>3,915</u>	<u>3,915</u>
	<u>£21,005</u>	<u>£21,005</u>

All other charitable expenditure is attributable to unrestricted funds for 2020 and 2021.

	<u>2021</u>	<u>2020</u>
Governance costs comprise:		
1/3 of the Steward's salary costs	4,566	4,433
Independent Examiner's Remuneration		
In their capacity as Examiners	1,430	1,400
Accountancy fees for advice and preparation of the statutory accounts	<u>3,400</u>	<u>3,340</u>
	<u>£9,396</u>	<u>£9,173</u>

GRANTS:

In 2021 a grant of £5,000 was made to the Salisbury Women's Refuge.

In 2020 a grant of £17,495 was made to The Trussell Trust charity for the purchase of a new van for use by its food banks.

6. a) TRUSTEES' AND GOVERNORS' REMUNERATION

The Trustees and Governors received no remuneration and received no other benefits (2020 - £nil) from an employment with the charity or a related entity. No trustee was reimbursed during the year for expenses (2020 - one trustee £8 for parking expenses).

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2021

7. STAFF COSTS

	<u>2021</u>	<u>2020</u>
Salaries and wages	28,777	27,530
Social security costs	-	-
	<u>£28,777</u>	<u>£27,530</u>

The average number of employees during the year was 6 (2020: 5) with all employee time involved in providing either support to the governance of the charity or support services to its charitable activities.

The charity considers its key management personnel comprise the trustees and the Steward. The total employment benefits of the key management personnel were £13,698 (2020: £13,298). No employee had employee benefits in excess of £60,000 (2020: none).

8. FIXED ASSETS - FREEHOLD HOUSING LAND AND BUILDINGS

	39-46 The Close Salisbury	38 The Close Salisbury	47 The Close Salisbury	St Johns Priory Land & Buildings	Total Land & Buildings	Housing Association Grant 38 The Close	Total
COST							
As at 1 January 2021	<u>1,194</u>	<u>255,445</u>	<u>120,069</u>	<u>940,874</u>	<u>1,317,582</u>	-	<u>1,317,582</u>
and at 31 December 2021							
DEPRECIATION							
As at 1 January 2021	-	49,680	50,428	340,998	441,106	-	441,106
Charge for the year	-	<u>2,366</u>	<u>2,401</u>	<u>16,238</u>	<u>21,005</u>	-	<u>21,005</u>
As at 31 December 2021	-	<u>52,046</u>	<u>52,829</u>	<u>357,236</u>	<u>462,111</u>	-	<u>462,111</u>
NET BOOK VALUE							
At 31 December 2021	<u>£1,194</u>	<u>£203,399</u>	<u>£67,240</u>	<u>£583,638</u>	<u>£855,471</u>	£ -	<u>£855,471</u>
At 31 December 2020	<u>£1,194</u>	<u>£205,765</u>	<u>£69,641</u>	<u>£599,876</u>	<u>£876,476</u>	£ -	<u>£876,476</u>

According to records, the original cost of No 39-46 The Close was £1,194 in 1682. The building is listed.

The insured value of properties is approximately £8.7 million.

St John's Priory, Wilton, land and buildings includes land costing £128,976 on which no depreciation is charged.

The net book value of freehold land and buildings is made up as follows:

	39-46 The Close	38 The Close	47 The Close	Land at Wilton	Almshouses at Wilton	Total
Cost of No 39-46 The Close in 1682	1,194					1,194
Cost of No 38 The Close in 1981		170,815				170,815
Improvements to No 38 The Close		84,630				84,630
Land at Wilton				128,976		128,976
New Almshouses at Wilton					811,898	811,898
Improvements to No 47 The Close			120,069			120,069
Depreciation		<u>(52,046)</u>	<u>(52,829)</u>		<u>(357,236)</u>	<u>(462,111)</u>
	<u>£1,194</u>	<u>£203,399</u>	<u>£67,240</u>	<u>£128,976</u>	<u>£454,662</u>	<u>£855,471</u>
The above assets were financed by:						
Restricted Fund - Housing Association Grant		160,817				160,817
From the Charity's own resources						-
Accumulated income		9,478			94,873	104,351
Charitable Fund Property Reserve		33,104				33,104
Endowment capital	<u>1,194</u>		<u>67,240</u>	<u>128,976</u>	<u>359,789</u>	<u>557,199</u>
	<u>£1,194</u>	<u>£203,399</u>	<u>£67,240</u>	<u>£128,976</u>	<u>£454,662</u>	<u>£855,471</u>

A Recoupment Fund has been set up to recover the Endowment Capital used to finance the new Wilton almshouses and improvements to No 47 The Close.

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2021

9. FIXED ASSETS

Unlisted Investments	<u>2021</u>	<u>2020</u>
Market value at 1 January	2,612,508	2,447,459
Additions at cost	20,252	20,252
Disposals at opening value	(89,943)	(29,217)
Unrealised investment gains/(losses)	<u>368,855</u>	<u>174,014</u>
Market value at 31 December	<u>£2,911,672</u>	<u>£2,612,508</u>
Historical cost at 31 December	<u>£1,540,537</u>	<u>£1,558,632</u>

All investments are made in common investments funds of the CBF Church of England Funds.

All investments are carried at their fair value. Holdings in common investment funds are at the bid price at 31 December 2021.

Opening values are at bid price.

Asset sales and purchases are recognised at the date of trade at cost (that is their transaction value).

10. DEBTORS

	<u>2021</u>	<u>2020</u>
Due after more than one year		
Prepayments		
Stair lift maintenance	76	573
Due within one year		
Residents' Contributions		
- Wilton	-	420
- Salisbury	226	-
Prepayments		
Insurance	5,327	4,983
Alarm service and Aid calls	1,408	1,379
Stair lift maintenance	<u>826</u>	<u>992</u>
	<u>£7,863</u>	<u>£8,347</u>

11. CREDITORS: Amounts falling due within one year

	<u>2021</u>	<u>2020</u>
Trade Creditors	10,345	346
St John's Hospital re shared costs	1,630	5,130
Social security costs	736	727
Accruals		
Independent Examination and Accountancy fees	4,830	4,740
Heat and Light	1,290	1,462
Warden Heat and Light	<u>161</u>	<u>113</u>
	<u>£18,992</u>	<u>£12,518</u>

12. ENDOWMENT FUNDS

	Balance 01.01.2021	Resources expended	Transfers	Realised and unrealised gains	Balance 31.12.2021
Capital fund	2,311,651	(15,251)	-	250,077	2,546,477
Recoupment fund	<u>522,253</u>	<u>-</u>	<u>15,252</u>	<u>76,018</u>	<u>613,523</u>
	<u>£2,833,904</u>	<u>£ (15,251)</u>	<u>£15,252</u>	<u>£326,095</u>	<u>£3,160,000</u>
	Balance 01.01.2020	Resources expended	Transfers	Realised and unrealised gains	Balance 31.12.2020
Capital fund	2,214,563	(15,251)	-	112,339	2,311,651
Recoupment fund	<u>473,213</u>	<u>-</u>	<u>15,252</u>	<u>33,788</u>	<u>522,253</u>
	<u>£2,687,776</u>	<u>£ (15,251)</u>	<u>£15,252</u>	<u>£146,127</u>	<u>£2,833,904</u>

The Recoupment Fund was set up in accordance with Charity Commission Schemes of 1996 and 1999 in order to repay £762,553 used from the Endowment Fund to finance the building of new almshouses at Wilton and works to 47 The Close. The annual repayments amount to £15,252. Income arising is unrestricted as to its use.

NOTES TO THE ACCOUNTS (Continued)**FOR THE YEAR ENDED 31 DECEMBER 2021****13. RESTRICTED FUNDS**

	Balance 01.01.2021	Incoming resources	Resources expended	Balance 31.12.2021
Property Fund - HAG	<u>£160,817</u>	<u>£ -</u>	<u>£ -</u>	<u>£160,817</u>
	Balance 01.01.20	Incoming resources	Resources expended	Balance 31.12.2020
Property Fund (Restated) - HAG	<u>£160,817</u>	<u>£ -</u>	<u>£ -</u>	<u>£160,817</u>

The Restricted fund holds the Housing Association Grant, paid by the Housing Corporation to reduce the cost of development. The Housing Association Grant is repayable in certain circumstances, primarily following sale of a property but will normally be restricted to net proceeds of sale.

14. UNRESTRICTED FUNDS

	Balance 01.01.2021	Incoming resources	Resources expended	Net Transfers	Realised and unrealised gains	Balance 31.12.2021
Designated funds						
Cyclical Maintenance Fund	78,124	-	-	(40,630)	11,674	49,168
Extraordinary Repairs Fund	102,558	-	-	5,000	18,640	126,198
Charitable Property Fund	<u>34,943</u>	<u>-</u>	<u>(1,839)</u>	<u>-</u>	<u>-</u>	<u>33,104</u>
	215,625	-	(1,839)	(35,630)	30,314	208,470
General fund	<u>309,104</u>	<u>212,144</u>	<u>(309,946)</u>	<u>20,378</u>	<u>22,773</u>	<u>254,453</u>
	<u>£524,729</u>	<u>£212,144</u>	<u>£(311,785)</u>	<u>£(15,252)</u>	<u>£ 53,087</u>	<u>£462,923</u>
	Balance 01.01.2020	Incoming resources	Resources expended	Net Transfers	Realised and unrealised gains	Balance 31.12.2020
Designated funds						
Cyclical Maintenance Fund	100,090	-	-	(30,000)	8,034	78,124
Extraordinary Repairs Fund	87,927	-	-	5,000	9,631	102,558
Charitable Property Fund	<u>36,782</u>	<u>-</u>	<u>(1,839)</u>	<u>-</u>	<u>-</u>	<u>34,943</u>
	224,799	-	(1,839)	(25,000)	17,665	215,625
General fund	<u>342,352</u>	<u>206,143</u>	<u>(260,144)</u>	<u>9,748</u>	<u>11,005</u>	<u>309,104</u>
	<u>£567,151</u>	<u>£206,143</u>	<u>£(261,983)</u>	<u>£(15,252)</u>	<u>£ 28,670</u>	<u>£524,729</u>

Cyclical Maintenance Fund/Reserve:

This reserve represents amounts set aside for ordinary cyclical maintenance to meet costs in excess of budgeted expenditure for the year, and which occur at infrequent intervals. The fund is represented by investments in CBF Investment Fund Accumulation units. Proceeds of £40,630 were required during the year for Quinquennial repairs.

Extraordinary Repairs Fund:

This reserve represents amounts set aside to carry out extraordinary repairs, improvement or rebuilding of the Housing Properties, in accordance with the Charity Commission Scheme of 1979.

The fund is represented by investments in CBF Investment Fund units. During the year the trustees invested the sum of £5,000 from General Funds to the Extraordinary Repairs Reserve.

Charitable Property Fund/Reserve:

This represents that proportion of the cost of properties which was financed by the Charity's own resources. The Charitable Property Reserve also includes depreciation equal to loan repayments provided in previous years. The fund is represented by housing land and buildings at No 38 The Close.

NOTES TO THE ACCOUNTS (Continued)

FOR THE YEAR ENDED 31 DECEMBER 2021

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

At 31 December 2021

	Recoupment & Endowment Funds	Restricted Funds	Unrestricted Funds		Total
			Designated Funds	General Fund	
Housing Land & Buildings					
No 39-46 The Close	1,194	-	-	-	1,194
No 38 The Close	-	160,817	33,104	9,478	203,399
Land at Wilton	128,976	-	-	-	128,976
New Almshouses	359,789	-	-	94,873	454,662
No 47 The Close	<u>67,240</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>67,240</u>
	557,199	160,817	33,104	104,351	855,471
Investments	2,602,801	-	175,366	133,505	2,911,672
Debtors	-	-	-	7,863	7,863
Cash at bank and in hand	-	-	-	27,726	27,726
Creditors: amounts falling due within one year	<u>-</u>	<u>-</u>	<u>-</u>	<u>(18,992)</u>	<u>(18,992)</u>
	<u>£3,160,000</u>	<u>£160,817</u>	<u>£208,470</u>	<u>£254,453</u>	<u>£3,783,740</u>

At 31 December 2021, £104,351 of the total of £254,453 held in General Fund is represented by housing land and buildings, which leaves £150,102 available for future use by the charity. In addition there are two Designated Repairs Reserves totalling £175,366.

At 31 December 2020

	Recoupment & Endowment Funds	Restricted Funds	Unrestricted Funds		Total
			Designated Funds	General Fund	
Housing Land & Buildings					
No 39-46 The Close	1,194	-	-	-	1,194
No 38 The Close	-	160,817	34,943	10,005	205,765
Land at Wilton	128,976	-	-	-	128,976
New Almshouses	372,639	-	-	98,261	470,900
No 47 The Close	<u>69,641</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>69,641</u>
	572,450	160,817	34,943	108,266	876,476
Investments	2,261,454	-	180,682	170,372	2,612,508
Debtors	-	-	-	8,347	8,347
Cash at bank and in hand	-	-	-	34,637	34,637
Creditors: amounts falling due within one year	<u>-</u>	<u>-</u>	<u>-</u>	<u>(12,518)</u>	<u>(12,518)</u>
	<u>£2,833,904</u>	<u>£160,817</u>	<u>£215,625</u>	<u>£309,104</u>	<u>£3,519,450</u>

16. CAPITAL COMMITMENTS

At 31 December 2021 there were no contracted capital expenditure commitments (2020 - £nil).

Recoupment Fund contributions to recover endowment capital expended on the new Wilton almshouses and No 47 The Close will cost £15,252 pa for 50 years from 2000 to 2049.

17. RELATED PARTY TRANSACTIONS

There were no related party transactions in 2021.