

BERWICK ALMSHOUSES CHARITY
TRUSTEES ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2016

LEGAL AND ADMINISTRATIVE INFORMATION

1. Name The Berwick Almshouses Charity
2. Charity Number 214070A/3
3. Principal Address C/o New Windsor House, Oxon Business Park,
Shrewsbury
4. Charity's Governing Document Trust Deed dated 1968
5. Trustees who served during the year

Mrs R E Angell-James	Chairman
Mayor of Shrewsbury	Cllr Ioan Jones
Cllr Vernon Bushell	SCC Nominated
Cllr Pam Moseley	STC Nominated
Cllr Jane MacKenzie	STC Nominated
T M Evans	Trustee
6. Officers and Agents
 - a) Clerk and land agent: M Watney Balfours LLP New Windsor House Oxon Business
Park, Shrewsbury SY3 5HJ
 - b) Bankers: Lloyds TSB Shrewsbury
 - c) Independent Examiner of the Accounts: Whittingham Riddell LLP Shrewsbury

AIMS AND ORGANISATION

1. Objects

The object of the Charity is to provide accommodation for people of modest means from the Parish of St Mary, Shrewsbury or from a wider area if no local applications are received.

2. Organisation

The Charity is controlled by a Board of Trustees who meets once or twice a year. The Trustees have a Clerk and employ a Land Agent and Surveyor who charges for his services. His office keeps the books of the Charity and the accounts are independently examined by a firm of Chartered Accountants. There is one paid employee of the Charity the warden for the Almshouses who occupy one of the houses known as the Priest House.

3. Summary of Charitable Activities undertaken during the Year

Most of the Almshouses have been occupied during the year but there have been vacancies. The Shrewsbury Town Council has the right of nomination for some of the vacancies following a substantial grant towards the modernisation of the Almshouses. (A list of residents is attached at Appendix A)

REVIEW OF FINANCIAL ACTIVITIES AND AFFAIRS

1. Most of the Almshouses have been occupied throughout the year resulting in the Charity income amounted to £58,144 from maintenance charges. In addition, £ 2697 was received from residents for services. Bank interest and dividends amounted to £ 114.48 .
- 2 The Trustees have made a contribution of £2,520 to an extraordinary repair fund which now amounts to £48,450.
2. The Trustees carry out normal routine maintenance each year and redecorate a proportion of the flats. This year we have had normal expenditure but are saving for a new garden room in 2017
3. Cash reserves as at 30 June 2016 amounted to £ 84,473. Running expenses for the Charity for the year have been £11,775.46 for maintenance and £24,925.24 for overheads.
4. The charity has a policy on reserves. It sets aside between 7.5% and 10% of its gross income for an Extraordinary Repairs Fund (ERF) which is invested with NAACIF. In addition it aims to hold cash amounting to about half a year's income to allow for emergency repairs or for a sudden reduction in income due to unexpected vacancies. After that the charity will build up a fund for a special project to improve the welfare of residents of the almshouses
5. The annual account for the Charity as certified by the independent inspector is attached at Appendix B.



Chairman
On behalf of the Trustees

TRUSTEES OF BERWICK ALMSHOUSES CHARITY

CHARITY REFERENCE NUMBER 214070

STATEMENT OF ACCOUNTS

FOR THE YEAR

1st JULY 2015 TO 30th JUNE 2016

Declaration

The accounts set out for this financial year, and the Statement of Assets and Liabilities, are as approved by the Trustees.

SIGNED - M. J. Angell-James.
Trustee authorised to sign on behalf of all Trustees

DATE - 29 September 2016

BALFOURS
MARKET HOUSE
MARKET STREET
CRAVEN ARMS
SHROPSHIRE
SY7 9NN

Trustees of The Berwick Almshouses

Balance Sheet

From - 1st July 2015
To - 30th June 2016

	<u>2015/2016</u>	<u>2014/2015</u>
FIXED ASSETS		
Freehold Property	£ 630,500.00	£ 630,500.00
Property Improvements	£ 19,487.02	£ 19,487.02
New Equipment	£ -	£ -
Plant & Machinery	£ 27,649.53	£ 27,649.53
	<u>£ 677,636.55</u>	<u>£ 677,636.55</u>
CURRENT ASSETS		
Lloyds TSB - Treasurers Account	£ 40,624.04	£ 21,673.05
Debtors Control	£ 822.66	£ 141.66
Nationwide Building Society Account	£ 43,848.96	£ 43,761.44
Petty Cash	£ 348.04	£ -
NAACIF - ERF Investment - at cost	£ 48,450.00	£ 45,930.00
Creditors Control	£ -	£ -
	<u>£ 134,093.70</u>	<u>£ 111,506.15</u>
CURRENT LIABILITIES		
Creditors Control	£ 1,973.74	£ 1,969.47
Sundry Creditors and Accruals	£ -	£ 1,675.78
Debtors Control Account	£ -	£ -
	<u>£ 1,973.74</u>	<u>£ 3,645.25</u>
Current Assets less Current Liabilities	<u>£ 132,119.96</u>	<u>£ 107,860.90</u>
	<u><u>£ 809,756.51</u></u>	<u><u>£ 785,497.45</u></u>
CAPITAL & RESERVES		
Capital Account	£ 688,299.13	£ 685,779.13
Revenue Account	£ 97,202.60	£ 157,127.45
Revenue Account 15/16	£ 24,254.78	-£ 57,404.85
Suspense	£ -	-£ 4.28
	<u>£ 809,756.51</u>	<u>£ 785,497.45</u>

Account Notes -

NAACIF Investment - ERF - currently contribute £210.00 per month

Debtors

Binnington, Mrs M	£ 7.50
Blundell, Mrs A	-£ 359.38
Ferguson, Mrs A	£ 681.00
Lythgoe, Mrs M	£ 19.38
Morgan, Mrs D E	£ 15.00
Shone, Mrs V	£ 74.66
Sumner, Mrs G	£ 384.50
	<u>£ 822.66</u>

Sundry Creditors and Accruals

Balfours Fees to 30/06/16	£ 1,903.14
AJ Farming	£ 909.88
Npower	-£ 64.08
Scottish Power Group	-£ 775.20
	<u>£ 1,973.74</u>

Trustees of The Berwick Almshouses

Revenue Accounts

From - 1st July 2015
To - 30th June 2016

	2015 / 2016	2014 / 2015
INCOME		
Maintenance Contributions	£ 58,144.00	£ 56,288.00
Washing Machine	£ 1,342.00	£ 971.00
Tumble Dryer	£ 820.00	£ 641.00
Guest Room Hire	£ 535.00	£ 120.00
TV Licence Contribution	£ -	£ 115.07
Bank and Building Society Interest	£ 114.48	£ 123.12
Other Income	£ -	£ -
	£ 60,955.48	£ 58,258.19
MAINTENANCE		
Flat Repairs and Maintenance	£ 8,741.13	£ 46,053.90
General Maintenance Misc	£ 593.84	£ 36,494.59
Garden Maintenance	£ 2,440.49	£ 716.32
	£ 11,775.46	£ 83,264.81
	£ 49,180.02	-£ 25,006.62
OVERHEADS		
Electricity	£ 2,498.02	£ 1,258.83
Sewage maintenance	£ 147.60	£ 968.56
Insurance	£ 1,275.59	£ 1,188.54
Water	£ 909.88	£ 1,675.78
Council Tax	£ -	£ 237.35
TV Licencing	£ 67.50	£ 67.50
Warden's Wages	£ 11,187.42	£ 11,075.75
Management Fees and Costs	£ 7,408.28	£ 7,486.32
Professional Fees and Costs	£ 450.00	£ 5,669.70
Subscriptions	£ 187.00	£ 185.00
Advertising	£ -	£ -
Miscellaneous	£ 793.95	£ 2,434.90
Grants to Residents	£ -	£ 150.00
	£ 24,925.24	£ 32,398.23
REVENUE Surplus	£ 24,254.78	-£ 57,404.85
CAPITAL TRANSACTIONS		
+ Sale of Barclays Shares	£ -	£ -
- NAACIF - ERF Investment	-£ 2,520.00	-£ 2,520.00
- Sewage Treatment Project	£ -	£ -
- Almshouse Association - loan repayment	£ -	£ -
- Equipment Purchases	£ -	£ -
	-£ 2,520.00	-£ 2,520.00
EXCESS Surplus	£ 21,734.78	-£ 59,924.85



Independent Examiner's Report on the Accounts

Section A		Independent Examiner's Report													
Report to the trustees/members of	Charity Name <u>Berwick Almshouses</u>														
On accounts for the year ended	<table border="1"><tr><td>3</td><td>0</td><td>0</td><td>6</td><td>1</td><td>6</td></tr></table>	3	0	0	6	1	6	Charity no (if any)	<table border="1"><tr><td>2</td><td>1</td><td>4</td><td>0</td><td>7</td><td>0</td></tr></table>	2	1	4	0	7	0
3	0	0	6	1	6										
2	1	4	0	7	0										
Set out on pages	<table border="1"><tr><td colspan="6">(remember to include the page numbers of additional sheets)</td></tr></table>			(remember to include the page numbers of additional sheets)											
(remember to include the page numbers of additional sheets)															
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.</p> <p>It is my responsibility to:</p> <ul style="list-style-type: none">• examine the accounts under section 145 of the Charities Act,• to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act), and• to state whether particular matters have come to my attention.														
Basis of independent examiner's statement	<p>My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.</p>														
Independent examiner's statement	<p>In connection with my examination, no matter has come to my attention (other than that disclosed below*):</p> <p>(1) which gives me reasonable cause to believe that in, any material respect, the requirements:</p> <ul style="list-style-type: none">• to keep accounting records in accordance with section 130 of the Charities Act;• to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or <p>(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</p> <p>* Please delete the words in the brackets if they do not apply.</p>														
Signed	<u>CLAIR MOELWYN-WILLIAMS</u>	Date	<u>26-9-2016</u>												
Name	<u>CLAIR MOELWYN-WILLIAMS</u>														
Relevant professional qualification(s) or body (if any)	<u>BSC FCA</u>														
Address	<u>Whittingham Riddell</u> <u>Shrewsbury Belmont House,</u> <u>Shrewsbury business park</u> <u>SY2 6LG</u>														

Section B**Disclosure**

Only complete if the examiner needs to highlight material problems

Give here brief details of any items that the examiner wishes to disclose

nlq



Trustees of Berwick Almshouses Charity		214070		CC16a
Receipts and payments accounts				
For the period from	01/07/2015	To	30/06/2016	

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Maintenance contributions	57,463	-	-	57,463	56,572
Washing machine	1,342	-	-	1,342	971
Tumble dryer	820	-	-	820	641
Guest room hire	535	-	-	535	120
TV licence contribution	-	-	-	-	115
Bank and building society interest	115	-	-	115	123
Other income	-	-	-	-	-
Sub total (Gross income for AR)	60,275	-	-	60,275	58,542
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	60,275	-	-	60,275	58,542
A3 Payments					
Maintenance	11,292	-	-	11,292	86,744
Electrical	4,417	-	-	4,417	25
Insurance	1,276	-	-	1,276	1,189
Management and admin	20,072	-	-	20,072	28,837
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	37,057	-	-	37,057	116,795
A4 Asset and investment purchases, (see table)					
Investment purchase	2,520	-	-	2,520	2,520
Asset purchase	-	-	-	-	-
Sub total	2,520	-	-	2,520	2,520
Total payments	39,577	-	-	39,577	119,315
Net of receipts/(payments)	20,698	-	-	20,698	60,773
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	65,434	-	-	65,434	126,207
Cash funds this year end	86,132	-	-	86,132	65,434

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account	41,935	-	-
	Nationwide Building Society	43,849	-	-
	Petty Cash	348	-	-
	Total cash funds	86,132	-	-
	(agree balances with receipts and payments account(s))			

	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets	NAACIF Shares at cost - ERF		48,450	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B4 Assets retained for the charity's own use	Freehold property		649,987	-
	Equipment		27,650	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signed by one or two trustees on behalf of all the trustees

Signature	Print Name	Date of approval
<i>P A Moseley</i>	PAMELA A. MOSELEY	28/9/16
<i>M.J. Angell-James</i>	M.J. ANGELL-JAMES	28/9/16