

**THE COLLEGE OF MATRONS, SALISBURY**

**REPORT OF THE TRUSTEES**

**AND**

**STATEMENT OF ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2018**

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**FLETCHER & PARTNERS**

**CHARTERED ACCOUNTANTS**

**SALISBURY**

**THE COLLEGE OF MATRONS, SALISBURY**

**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

<b>TRUSTEES:</b>	Mr David Coates	Re-appointed 2015
	Mrs Patricia Dragonetti	Re-appointed 2016
	Mr Christopher Macey	Re-appointed 2016
	Mrs Patricia Mitchell-Innes	Re-appointed 2017
	Mrs Rosslyn O'Connor	Re-appointed 2018
	Mr Michael Ricketts	Re-appointed 2015
	Mrs Sarah Wheeler	Re-appointed 2014

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

**THE COLLEGE OF MATRONS****TRUSTEES' REPORT AND STATEMENT OF ACCOUNTS****FOR THE YEAR ENDED 31 DECEMBER 2018**

The Trustees present their annual report and financial statements of the Charity for the year ended 31 December 2018. 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 published on 16 July 2014.

**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 aim to keep reserves at between £100,000 and £200,000 to cover unforeseen repair costs, to help provide further income by investing surplus accumulated profits and to be able to pay the almshouse running costs when voids occur.

**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 2018**

**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 ACHIEVEMENTS**

During 2018, 15 Matrons were housed in the Salisbury almshouses and 12 in Wilton. There was one vacancy during the year. One bathroom in Wilton and three in Salisbury were converted to walk-in shower rooms. In Salisbury, six other bathrooms were fitted with pressurised hot water tanks. Fixed wiring repairs were undertaken in Salisbury, following a routine five yearly electrical inspection.

In 2018, the Trustees decided that the Reserves of the charity were sufficiently large as to allow support in the form of grants to be made to the Salisbury branch of Alabaré Christian Care and Support, a registered charity, to a total of £12,320.

Trustees again undertook a programme of home visits to Matrons, principally to acquaint themselves with the quality of the housing stock but also to enable Matrons to meet the Trustees and raise issues.

In August, the annual tea party for Matrons from both sites took place at the residence of the Bishop of Salisbury, in Salisbury Cathedral Close, followed by evensong in Salisbury Cathedral.

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

**THE COLLEGE OF MATRONS**  
**TRUSTEES' REPORT AND STATEMENT OF ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2018**

**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 widows and single women within a secure environment. First priority is given under the Constitution to widows and unmarried daughters of Ministers of the Church of England but where there is insufficient demand from this sector then the beneficiary class is widened to needy communicant members of the Church.

**REVIEW OF TRANSACTIONS AND FINANCIAL POSITION**

The Charity's total income for the year was £200,872 (2017: £195,819) including investment income of £66,135 (2017: £64,213). Expenditure for the year was £208,543 (2017: £164,217) including donations totalling £12,320 to Alabaré Christian Care and Support. The trustees made the annual transfer of £6,000 into the Extraordinary Repairs Fund and £10,000 into the Cyclical Maintenance Fund this year, then later in the year withdrew £7,000 from the latter to fund electrical repairs. Overall, the value of the investments decreased by £33,347 during the year and gains of £442 were realised on the sales of investments. 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 decreased by £40,576 during the year (2017: increased by £201,426).

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 2018, the recoupment fund stood at £388,125, all of which was held in investments.

The Charity had net assets of £2,879,349 at the end of the year, including investments worth £2,036,016 but not reflecting the value of the original listed Salisbury almshouses which are insured for approximately £3.6 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 E Macey

.....  
Trustee

Approved by the Trustees on: 15 March 2019

**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 Trust) for the year ended 31 December 2018, which are set out on pages 6 to 14.

*Responsibilities and basis of report*

As the charity trustees of the Trust 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 Trustees' 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 Trust as required by section 130 of the Act; or

(2) the accounts do not accord with those records; or

(3) the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true 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 Halls

Name: N. A. Halls

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

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

Date: 15 March 2019

**THE COLLEGE OF MATRONS, SALISBURY****STATEMENT OF FINANCIAL ACTIVITIES****FOR THE YEAR ENDED 31 DECEMBER 2018**

	<b>Notes</b>	Unrestricted Funds £	Unrestricted Designated Funds £	Endowment Funds £	Total 2018 £	Total 2017 £
<b>INCOME FROM:</b>						
Donations and legacies		-	-	-	-	-
Investments	2	66,135	-	-	66,135	64,213
Other income	3	-	-	-	-	-
Charitable activities:						
Provision of accommodation	4	<u>134,737</u>	-	-	<u>134,737</u>	<u>131,606</u>
<b>TOTAL INCOME</b>		<u>200,872</u>	-	-	<u>200,872</u>	<u>195,819</u>
<b>EXPENDITURE ON:</b>						
Charitable activities:						
Provision of accommodation	5	179,133	1,839	15,251	196,223	159,217
Donations to institutions	5	<u>12,320</u>	-	-	<u>12,320</u>	<u>5,000</u>
<b>TOTAL EXPENDITURE</b>		<u>191,453</u>	<u>1,839</u>	<u>15,251</u>	<u>208,543</u>	<u>164,217</u>
<b>NET GAINS/(LOSSES) ON INVESTMENTS</b>						
Realised gains/(losses) on investments		(107)	549	-	442	246
Unrealised gains/(losses) on investments	9	<u>(2,034)</u>	<u>1,903</u>	<u>(33,216)</u>	<u>(33,347)</u>	<u>169,578</u>
<b>NET INCOME/(EXPENDITURE) BEFORE TRANSFERS</b>		7,278	613	(48,467)	(40,576)	201,426
<b>TRANSFERS BETWEEN FUNDS</b>	12, 13	<u>(24,252)</u>	<u>9,000</u>	<u>15,252</u>	-	-
		(16,974)	9,613	(33,215)	(40,576)	201,426
<b>OTHER RECOGNISED GAINS/(LOSSES)</b>						
		-	-	-	-	-
<b>NET MOVEMENT IN FUNDS</b>		(16,974)	9,613	(33,215)	(40,576)	201,426
<b>FUND BALANCES AT 1 JANUARY 2018</b>		<u>352,966</u>	<u>169,286</u>	<u>2,397,673</u>	<u>2,919,925</u>	<u>2,718,499</u>
<b>FUND BALANCES AT 31 DECEMBER 2018</b>	12, 13	<u>£335,992</u>	<u>£178,899</u>	<u>£2,364,458</u>	<u>£2,879,349</u>	<u>£2,919,925</u>

The notes on pages 8 to 14 form part of these accounts

**THE COLLEGE OF MATRONS, SALISBURY****BALANCE SHEET****AS AT 31 DECEMBER 2018**

	<u>Notes</u>	<u>2018</u>		<u>2017</u>	
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<b>FIXED ASSETS</b>					
Tangible Assets					
Housing Land & Buildings	8	918,486		939,491	
Less: Housing Association Grant	8	<u>(160,817)</u>		<u>(160,817)</u>	
			757,669		778,674
Investments	9		<u>2,036,016</u>		<u>2,056,988</u>
			2,793,685		2,835,662
<b>CURRENT ASSETS</b>					
Debtors	10	9,166		18,406	
Cash at bank and in hand		<u>85,069</u>		<u>74,390</u>	
			94,235		92,796
<b>LIABILITIES</b>					
Creditors: Amounts falling due within one year	11	<u>8,571</u>		<u>8,533</u>	
<b>NET CURRENT ASSETS</b>			<u>85,664</u>		<u>84,263</u>
<b>NET ASSETS</b>			<u><u>£ 2,879,349</u></u>		<u><u>£ 2,919,925</u></u>
<b>THE FUNDS OF THE CHARITY:</b>					
<b>ENDOWMENT FUNDS</b>	12		2,364,458		2,397,673
<b>UNRESTRICTED FUNDS</b>					
Designated	13	178,899		169,286	
General	13	<u>335,992</u>		<u>352,966</u>	
			514,891		522,252
<b>TOTAL CHARITY FUNDS</b>	14		<u><u>£ 2,879,349</u></u>		<u><u>£ 2,919,925</u></u>

These financial statements were approved by the Trustees on March 2019 and signed on their behalf by:

C E Macey  
Trustee

S Wheeler  
Trustee

The notes on pages 8 to 14 form part of these accounts



**THE COLLEGE OF MATRONS**

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 DECEMBER 2018**

**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) issued on 16 July 2014, and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011. 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.

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. 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. For more information on this attribution refer to note (e) below.

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.

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 2018, the Trustees insured the value of numbers 38, 39-46 and 47 The Close at £5,750,576. 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 costing more than £1,000 are capitalized 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 on cost, net of HAG
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 COLLEGE OF MATRONS, SALISBURY****NOTES TO THE ACCOUNTS (Continued)****FOR THE YEAR ENDED 31 DECEMBER 2018**i) Housing Association Grant:

Housing Association Grant (HAG) is paid by the Housing Corporation to reduce the cost of development and is, therefore, shown as a deduction from the cost of Housing Properties on the Balance Sheet. HAG is repayable under certain circumstances, primarily following the sale of a property, but will normally be restricted to net proceeds of sale.

j) 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.

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 initially recognised at transaction value and subsequently measured at their settlement value.

**2. INVESTMENT INCOME**Unrestricted funds2018      2017

Income from listed investments

£66,135      £64,213**3. OTHER INCOME**Unrestricted funds2018      2017

Sundry income

-	-
<u>£ -</u>	<u>£ -</u>

**4. INCOME FROM CHARITABLE ACTIVITIES**Unrestricted funds

RESIDENTS' CONTRIBUTIONS

20182017

Salisbury

15 at £4,860 pa [2017: 15 at £4,740 pa]

72,900

71,100

1 Warden at nil

-

-

Wilton

11 at £4,860 pa [2017: 11 at £4,740 pa]

53,460

52,140

1 at £5,100 pa [2017: 1 at £4,980 pa]

5,1004,980

131,460

128,220

Less:            Voids

(743)(405)

130,717

127,815

Service Charges

Heat and Light

3,912

3,728

Laundry contributions (Salisbury)

108634,0203,791£134,737£131,606

**THE COLLEGE OF MATRONS, SALISBURY****NOTES TO THE ACCOUNTS (Continued)****FOR THE YEAR ENDED 31 DECEMBER 2018****5. BREAKDOWN OF COSTS OF CHARITABLE ACTIVITIES**

	<u>2018</u>	<u>2017</u>
Housing services	79,317	79,198
Repairs and maintenance and improvements	80,034	45,767
Support costs - Management expenses	7,148	4,803
Support costs - Website	-	-
Support costs - Governance costs	8,719	8,444
Depreciation	<u>21,005</u>	<u>21,005</u>
	<u>£196,223</u>	<u>£159,217</u>

Repairs include 3 bathroom and 1 kitchen refits £37,986, new laundry equipment £6,000, void works of £4,593 for damp-proofing, redecoration and re-carpeting. There was also a wiring inspection across all Salisbury flats totalling £7,140. In 2017 improvements included £38,448 for bathroom refurbishment external redecoration and hot water tanks.

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

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 2017 and 2018.

Governance costs comprise:	<u>2018</u>	<u>2017</u>
1/3 of the Steward's salary costs	4,159	3,979
Independent Examiner's Remuneration		
In their capacity as Examiners	1,360	1,350
Accountancy fees for advice and preparation of the statutory accounts	<u>3,200</u>	<u>3,115</u>
	<u>£8,719</u>	<u>£8,444</u>

The two grants made to Alabaré Christian Care and Support were made first for the purchase of equipment for their Barford Development Centre (through a matched funding donation) and second for equipping two homes for young homeless people.

**6. a) TRUSTEES' AND GOVERNORS' REMUNERATION**

The Trustees and Governors received no remuneration and received no other benefits (2017 - £nil) from an employment with the charity or a related entity. One trustee was reimbursed £176 for motor mileage expenses in the year (2017 - £nil).

**b) RELATED PARTY TRANSACTIONS**

Mr C Macey, trustee, is a former partner of Fletcher & Partners in which firm the independent examiner is a partner.

**7. STAFF COSTS**

	<u>2018</u>	<u>2017</u>
Salaries and wages	24,569	23,511
Social security costs	-	-
	<u>£24,569</u>	<u>£23,511</u>

The average number of employees during the year was 5 (2017: 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 £ 12,476 (2017: £11,936). No employee had employee benefits in excess of £60,000 (2017: none).

**THE COLLEGE OF MATRONS, SALISBURY****NOTES TO THE ACCOUNTS (Continued)****FOR THE YEAR ENDED 31 DECEMBER 2018****8. FIXED ASSETS - FREEHOLD HOUSING LAND AND BUILDINGS (FREEHOLD)**

	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
<b>COST</b>							
As at 1 January 2018 and at 31 December 2018	<u>1,194</u>	<u>255,445</u>	<u>120,069</u>	<u>940,874</u>	<u>1,317,582</u>	<u>(160,817)</u>	<u>1,156,765</u>
<b>DEPRECIATION</b>							
As at 1 January 2018	-	42,583	43,225	292,284	378,091	-	378,091
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 2017	-	<u>44,949</u>	<u>45,626</u>	<u>308,522</u>	<u>399,096</u>	-	<u>399,096</u>
<b>NET BOOK VALUE</b>							
At 31 December 2018	<u>£1,194</u>	<u>£210,496</u>	<u>£74,443</u>	<u>£632,352</u>	<u>£918,486</u>	<u>£(160,817)</u>	<u>£757,669</u>
At 31 December 2017	<u>£1,194</u>	<u>£212,862</u>	<u>£76,844</u>	<u>£648,590</u>	<u>£939,491</u>	<u>£(160,817)</u>	<u>£778,674</u>

According to records, the original cost of No 39-46 The Close was £1,194 in 1682. The insured value is approximately £3.6 million. The building is listed.

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		(44,949)	(45,626)		(308,522)	(399,097)
	<u>£1,194</u>	<u>£210,496</u>	<u>£74,443</u>	<u>£128,976</u>	<u>£503,376</u>	<u>£918,485</u>
The above assets were financed by:						-
Housing Association Grant		160,817				160,817
From the Charity's own resources						-
Accumulated income		11,058			105,037	116,095
Charitable Fund Property Reserve		38,621				38,621
Endowment capital	1,194		74,443	128,976	398,339	602,952
	<u>£1,194</u>	<u>£210,496</u>	<u>£74,443</u>	<u>£128,976</u>	<u>£503,376</u>	<u>£918,485</u>

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

**THE COLLEGE OF MATRONS, SALISBURY****NOTES TO THE ACCOUNTS (Continued)****FOR THE YEAR ENDED 31 DECEMBER 2018****9. FIXED ASSETS**

<b>Listed Investments</b>	<u>2018</u>	<u>2017</u>
Market value at 1 January 2018	2,056,988	1,860,912
Additions at cost	31,252	31,252
Disposals at opening value	(18,878)	(4,754)
Unrealised investment gains/(losses)	<u>(33,346)</u>	<u>169,578</u>
Market value at 31 December 2018	<u>£2,036,016</u>	<u>£2,056,988</u>
Historical cost at 31 December 2018	<u>£1,429,231</u>	<u>£1,407,620</u>

All investments are common investments funds, listed on the stock exchange.

All investments are carried at their fair value. Holdings in common investment funds are at the bid price at 31 December 2018. 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>2018</u>	<u>2017</u>
<b>Due after more than one year</b>		
Prepayments		
Stair lift maintenance	-	522
<b>Due within one year</b>		
Residents' Contributions		
- Wilton	405	3,823
- Salisbury	277	4,740
Employment allowance	-	-
Prepayments		
Insurance	5,850	6,775
Alarm service and Aid calls	1,350	1,350
Stair lift maintenance	522	935
Subscriptions	267	261
Computer support fee	-	-
Accrued income	-	-
Other debtors		
Insurance payments	495	-
	<u>£9,166</u>	<u>£18,406</u>

**11. CREDITORS: Amounts falling due within one year**

	<u>2018</u>	<u>2017</u>
Trade Creditors	804	1,831
St John's Hospital re shared costs	1,796	2,187
Social security costs	195	165
Other creditors	-	-
Accruals		
Independent Examination and Accountancy fees	4,560	4,350
Heat and Light	1,216	-
Water	-	-
	<u>£8,571</u>	<u>£8,533</u>

**THE COLLEGE OF MATRONS, SALISBURY****NOTES TO THE ACCOUNTS (Continued)****FOR THE YEAR ENDED 31 DECEMBER 2018****12. ENDOWMENT FUNDS**

	Balance 01.01.2018	Resources expended	Transfers	Realised and unrealised gains	Balance 31.12.2018
Capital fund	2,019,962	(15,251)	-	(28,377)	1,976,334
Recoupment fund	<u>377,711</u>	<u>-</u>	<u>15,252</u>	<u>(4,839)</u>	<u>388,124</u>
	<u>£2,397,673</u>	<u>£ (15,251)</u>	<u>£15,252</u>	<u>£ (33,216)</u>	<u>£2,364,458</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.

**13. UNRESTRICTED FUNDS**

	Balance 01.01.2018	Incoming resources	Resources expended	Net Transfers	Realised and unrealised gains	Balance 31.12.2018
Designated funds						
Cyclical Maintenance Fund	68,962	-	-	3,000	1,482	73,444
Extraordinary Repairs Fund	59,862	-	-	6,000	970	66,832
Charitable Property Fund	<u>40,462</u>	<u>-</u>	<u>(1,839)</u>	<u>-</u>	<u>-</u>	<u>38,623</u>
	169,286	-	(1,839)	9,000	2,452	178,899
General fund	<u>352,966</u>	<u>200,872</u>	<u>(191,453)</u>	<u>(24,252)</u>	<u>(2,141)</u>	<u>335,992</u>
	<u>£522,252</u>	<u>£200,872</u>	<u>£(193,292)</u>	<u>£(15,252)</u>	<u>£ 311</u>	<u>£514,891</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. During the year the trustees transferred the sum of £10,000 from General Funds to the Cyclical Maintenance Reserve, and £7,000 from the Cyclical Maintenance Reserve back to General Funds to cover the cost of electrical works.

**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 transferred the sum of £6,000 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.

**THE COLLEGE OF MATRONS, SALISBURY****NOTES TO THE ACCOUNTS (Continued)****FOR THE YEAR ENDED 31 DECEMBER 2018****14. ANALYSIS OF NET ASSETS BETWEEN FUNDS****At 31 December 2018**

	Recoupment & Endowment Funds	Unrestricted Funds		Total
		Designated Funds	General Fund	
Housing Land & Buildings				
No 39-46 The Close	1,194	-	-	1,194
No 38 The Close	-	38,622	11,058	49,680
Land at Wilton	128,976	-	-	128,976
New Almshouses	398,339	-	105,037	503,376
No 47 The Close	<u>74,443</u>	-	-	<u>74,443</u>
	602,952	38,622	116,095	757,669
Investments	1,761,506	140,277	134,233	2,036,016
Debtors	-	-	9,166	9,166
Cash at bank and in hand	-	-	85,069	85,069
Creditors: amounts falling due within one year	-	-	<u>(8,571)</u>	<u>(8,571)</u>
	<u>£2,364,458</u>	<u>£178,899</u>	<u>£335,992</u>	<u>£2,879,349</u>

At 31 December 2018, £116,095 of the total of £335,992 held in General Fund is represented by housing land and buildings, which leaves £219,897 available for future use by the charity. In addition there are two Designated Repairs Reserves totalling £140,277.

**At 31 December 2017**

	Recoupment & Endowment Funds	Unrestricted Funds		Total
		Designated Funds	General Fund	
Housing Land & Buildings				
No 39-46 The Close	1,194	-	-	1,194
No 38 The Close	-	40,461	11,584	52,045
Land at Wilton	128,976	-	-	128,976
New Almshouses	411,189	-	108,425	519,614
No 47 The Close	<u>76,845</u>	-	-	<u>76,845</u>
	618,204	40,461	120,009	778,674
Investments	1,779,469	128,825	148,694	2,056,988
Debtors	-	-	18,406	18,406
Cash at bank and in hand	-	-	74,390	74,390
Creditors: amounts falling due within one year	-	-	<u>(8,533)</u>	<u>(8,533)</u>
	<u>£2,397,673</u>	<u>£169,286</u>	<u>£352,966</u>	<u>£2,919,925</u>

**15. CAPITAL COMMITMENTS**

At 31 December 2018 there were no contracted capital expenditure commitments (2017 - £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.