

EXETER CHURCH CHARITIES
Registered Charity No. 203721

TRUSTEES ANNUAL REPORT & ACCOUNTS

YEAR ENDED 30TH JUNE 2018

EXETER CHURCH CHARITIES
Registered Charity No. 203721

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EXETER CHURCH CHARITIES
Registered Charity No. 203721

The Trustees present their Annual Report and Accounts for the year ended 30th June 2018

Legal and Administrative Details - Trustees

EX-OFFICIO

The Lord Mayor of Exeter

CO-OPTED

Reverend S Austen
St Leonard's Rectory, 27 St Leonard's Road, Exeter,
EX2 4LA
Appointed until 9th October 2022
First appointed 2017

Mr K Butler
Marandor, Exmouth Road, Exton, Exeter, EX3 0PZ
Reappointed until 8th April 2019
First appointed 2013

Mr I Howard
Upham Barton, Farringdon, Exeter, EX5 2HZ
Appointed until 6th January 2021
First appointed 2016

Mrs L Howard
Upham Barton, Farringdon, Exeter, EX5 2HZ
Appointed until 6th January 2021
First appointed 2016

Mrs A E Long
44 Beacon Heath, Exeter, EX4 8NR
Appointed until 6th October 2020
First appointed 2010

Mr K Owen
41 Thornton Hill, Exeter, EX4 4NR
Appointed until 30th June 2022
First appointed 2016

Mr N Shiel
26 Collins Road, Exeter, EX4 5DY
Appointed until 5th October 2021
First appointed 2004

REPRESENTATIVE:

(appointed by
Exeter City Council)

Mrs M E Danks
(Chairman from January 2017)
6 Whitchurch Avenue, Exeter, EX2 5NU
Appointed until 30th June 2021
First appointed 2014

Mrs D Baldwin
(Vice Chairman from January 2017)
3 Knightley Road, Exeter, EX2 4SR
Appointed until 30th June 2021
First appointed 2013

Mr J P Landers
Pound Park, Pinn Court Lane, Pinhoe, Exeter,
EX1 3TG
Appointed until 30th June 2021
First appointed 1995

Mrs H Packham
14 Cordery Road, Exeter, EX2 9DH
Appointed until 30th June 2021
First appointed 2017

REGISTERED OFFICE 2 Southernhay West, Exeter, EX1 1JG

CLERK AND SURVEYOR Mr A J Crossley BSc HND MRICS

BANKS

The Bank of Scotland,
33 Old Broad Street, London, BX2 1LB

Scottish Widows,
PO Box 12757, 67 Morrison Street, Edinburgh,
EH3 8YJ

SOLICITORS

Michelmores
Woodwater House, Pynes Hill, Exeter, EX2 5WR

INDEPENDENT
EXAMINER

Mr J Coombs FCA, Simpkins Edwards LLP,
Michael House, Castle Street, Exeter, EX4 3LQ

Status of Charity

The Trusts are administered by twelve Trustees, comprising The Lord Mayor for the time being of the City of Exeter, the Ex-Officio Trustee; Four appointed by the Council of the City of Exeter, each for a term of four years, at an appropriate meeting of the Council; Seven co-opted by the Trustees, each for a term of five years, who must live or carry on a business in or near Exeter.

In consequence, we have a good balance of Trustees, with experience in Banking and Investments; General Practice Medicine and Nursing; Local Authority Housing, Education and Local Politics. We are also privileged to have three Aldermen, including the former Head of Exeter City Council, as well as the Rector of St Leonards Parish Church.

The Trustees appoint a Chairman and Vice Chairman, each to serve for a term of 2 years, and appoint members to a Finance Sub-Committee to meet as and when required.

The Exeter Church Charities, formerly known as the Exeter Municipal Charities (Church List), is governed by various Schemes of the Charity Commissioners as follows:-

The Exeter Charities (Church List) Almshouse Charity Scheme of 1st May 2003, amending that of 19th July 1995, which consolidated the Charities of Eliza Ann Rice, Flaye's, Lethbridge's and Davye's United Almshouses;

The Charity of Lawrence Seldon founded by will of 8th May 1598 and regulated by a Scheme of 16th April 1970;

The Charity of Lawrence Bodley DD (including Gifts of Thomas Mogridge and Mary Wotton Copp) established by Schemes dated 29th January 1884 and 30th March 1899.

Activities and Objectives

The primary objectives of the Charity are to provide affordable housing, principally for those aged 55 and over; to relieve poverty by means of money and other grants to individuals; and to provide assistance to Incumbents and Curates in financial need. In all cases the primary area of benefit is the City of Exeter.

Income is obtained from quarterly dividends on invested endowment funds and, in the case of the homes (formerly known as almshouses), also from contributions made by the residents towards the cost of repairs, insurance, management and other outgoings. The homes comprise six Grade II Listed one-bedroom houses known as Lethbridges in Parr Street, Newtown and four two-bedroom houses and eight self-contained one-bedroom flats known as Flayes in Pinhoe Road, Whipton.

At the discretion of the Trustees and as funds allow, in accordance with Orders of the Charity Commission, part of the annual income from the residential accommodation is set aside for the cyclical and extraordinary repair and improvement of the homes.

The Charity is an active member of the Almshouse Association, whose advice and help they are always grateful to receive.

Review of the Year

The objectives have been maintained throughout the year in accordance with the schemes of the Charities.

The Trustees continue their adherence to the Charity Commission's guidance on public benefit, with the almshouse residents continuing to benefit from the provision of well-maintained, good quality, affordable housing and other beneficiaries continuing to be assisted where needs are identified.

Quarterly meetings of the Trustees were held in July and October 2017 and January and April 2018. In addition, the Finance Committee met in September 2017 to review the year's accounts and review the 5 year plan.

Alderman Margaret Danks has remained as the Chairman for her second year in office and from January 2019, Mrs Dilys Baldwin will become the Chairman and Alderman Norman Shiel will become the Deputy Chairman.

One of our Trustees, Mr Kevin Butler, has suffered a debilitating stroke and has been unable to attend meetings. However we have been pleased to receive his continued advice and input on such matters as the Charity's Investments and Kevin remains a valued member of the Trustees. Also, following the retirement of the Reverend Bessent, we were delighted to welcome the Bishop's Appointed Trustee, the Reverend Simon Austen.

Mr Andrew Crossley of Cherry & Cherry, who is a Chartered Surveyor, has continued in his role as the Surveyor and Clerk to the Trustees, ably assisted by his wife, Lynda Crossley, who is a Chartered Accountant.

Quarterly Trustees' visits continued to be made to both Flayes and Lethbridges. In most instances, the Residents were at home and able to give a warm welcome and an encouraging word. Issues affecting the Residents were raised during the year with the Clerk's office, although none necessitated any immediate action by the Trustees.

There have been no new Residents' Appointments this year and none of the Residents have expressed a desire to move; the Trustees take this as a positive sign that the Residents are happy and content. Some of our Residents are getting more elderly now but they are comfortable in their homes and the Charity does its best to give them help when needed and, in doing so, we view ourselves as being more than just a housing provider.

This year our main building works' project was the start of the external redecorations of Flayes, which had not been redecorated for nearly 20 years. The work was competitively tendered for and the best quote was received from one of our own Residents, Mr Tony Farrant, who has been busy throughout the entire summer; the Trustees are very pleased with the splendid job that he has done. The project will also have been carried out within the budget, which was £20,000 including the scaffolding and materials.

Two grants were made from the Seldon's Charity during the period under review and the Trustees made a single grant from the Bodley and Mogridges' Charity to assist an Ordinand within the Exeter Deanery with his costs.

The Trustees have examined the major strategic business and operational risks which are faced by the Charity and have established procedures to mitigate these risks. This included reviewing the buildings', Trustees' indemnity and other relevant insurance cover to ensure their continuing adequacy and suitability, and arranging appropriate service contracts to comply with their obligations under gas safety regulations. A major point of focus for the Charity this year was the General Data Protection Regulation (GDPR), which the Clerk reported on in some detail and, after consultation with the Trustees, implemented the Charity's own policy.

Details of the income and expenditure in the various housing and non-housing charities are as attached to this report. The total reserves at the end of the financial period were £3,137,292 (2017 - £2,971,858); of these the income reserves, being determined as the net non permanent endowment assets of the charity, totalled £349,027 (2017 - £284,477).

For housing, the budgeted surplus of income over expenditure for the year was £33,890. However the actual surplus for the year was £42,315. Apart from the overall costs coming in on budget, the main reason for the additional surplus is because the Almshouse Association recommends we budget for 7½% of our residents' income to be lost through non payment of the maintenance contributions and void periods. However our Residents are generally good at making their payments on time and we have had no void periods.

We have just come to the end of year 3 of our 5 year plan and at the end of year 5 we had planned for a surplus of just under £150,000, for future maintenance and refurbishment costs. However at the end of year 3, this surplus is currently £130,000. The Finance Committee is not however complacent about running too large a surplus because building costs continue to rise steadily and there is always the possibility of unforeseen costs arising. In 2019 the Trustees will be preparing the next five year plan, which is due to start in July 2020.

Signed by *M J Danks*

On behalf of the Trustees

Date *10/1/2019*

Independent examiner's report to the Trustees of Exeter Church Charities

I report on the accounts of the Charity Trustees on my examination of the accounts for the charity for the year ended 30 June 2018 which are set out on pages 7 to 11.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

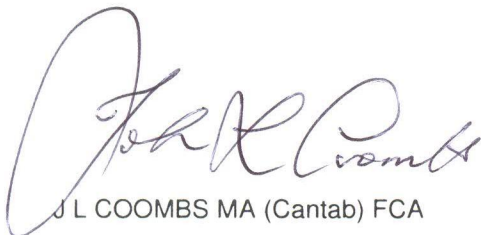
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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.



J L COOMBS MA (Cantab) FCA

Simpkins Edwards LLP
Chartered Accountants
Michael House
Castle Street
Exeter
EX4 3LQ

Date: 10 January 2019

1. RECEIPTS & PAYMENTS ACCOUNT

Davey's, Lethbridges, Flayes United Charities and Eliza Ann Rice Trust (Housing)

YEAR ENDED 30TH JUNE 2018

	Year ended 30th June 2018		Year ended 30th June 2017	
	£	£	£	£
<u>Income Receipts</u>				
Maintenance Contributions		95,945		91,417
Investment Income				
COIF	9,777		9,126	
Income Units				
Property Units	<u>3,059</u>	12,836	<u>3,059</u>	12,185
Interest on Scottish Widows Account		20		253
<u>Other Receipts</u>				
Refunds from Utility Companies & TV Licensing		<u>-</u>		<u>3</u>
Total Receipts		108,801		103,858
<u>Expenditure</u>				
Insurance	2,096		2,032	
Proportion of Clerk's Salary & General Expenses (97.92%)	20,323		19,819	
Proportion of Independent Examiner's Fee (97.92%)	823		803	
Water Rates	7,228		6,066	
Major Repairs & Refurbishment at Lethbridges	2,997		-	
Cyclical Repairs	23,223		23,911	
Routine Maintenance	5,983		9,414	
Communal Lighting	280		243	
Grounds Upkeep	2,980		4,495	
Utility Charges for Vacant Periods	34		27	
Almshouse Association Subscription	196		191	
TV Licences	75		82	
Sundry Expenses	<u>248</u>		<u>163</u>	
Total Payments		<u>66,486</u>		<u>67,246</u>
Net Receipts for the Year		42,315		36,612
Cash at Bank as at 30 June 2017		105,207		118,595
		<u>147,522</u>		<u>155,207</u>
Less: Transfer to Extraordinary Repair Fund (COIF Acc Units)		<u>50,000</u>		<u>50,000</u>
Cash at Bank as at 30 June 2018		97,522		105,207
(£47,522 in Bank of Scotland & £50,000 at Scottish Widows)		<u></u>		<u></u>

2. RECEIPTS & PAYMENTS ACCOUNT

Bodley & Mogridges Charity

YEAR ENDED 30TH JUNE 2018

	Year ended 30th June 2018 £	Year ended 30th June 2017 £
<u>Income Receipts</u>		
Investment Income		
COIF Income Units	1,312	1,225
	<hr/>	<hr/>
Total Receipts	1,312	1,225
<u>Expenditure</u>		
Grants for period in augmentation of the stipends of incumbents of parishes in the City of Exeter	500	250
Proportion of Clerk's Salary & General Expenses plus Independent Examiner's Fee (1.17%)	253	245
	<hr/>	<hr/>
Total Payments	753	495
	<hr/>	<hr/>
Net Receipts for the Year	559	730
Cash at Bank as at 30 June 2017	6,858	6,128
	<hr/>	<hr/>
Cash at Bank as at 30 June 2018 (Bank of Scotland)	7,417	6,858
	<hr/>	<hr/>

3. RECEIPTS & PAYMENTS ACCOUNT

Seldons Charity

YEAR ENDED 30TH JUNE 2018

	Year ended 30th June 2018		Year ended 30th June 2017	
	£	£	£	£
<u>Income Receipts</u>				
Investment Income				
COIF Income Units		1,011		944
		<hr/>		<hr/>
Total Receipts		1,011		944
<u>Expenditure</u>				
Grants	1,000		500	
Proportion of Clerk's Salary & General Expenses plus Independent Examiner's Fee (0.91%)	197		188	
	<hr/>		<hr/>	
Total Payments		1,197		688
Net (Payments)/Receipts for the Year		(186)		256
Cash at Bank as at 30th June 2017		<hr/> 7,634		<hr/> 7,378
Cash at Bank as at 30th June 2018		7,448		7,634
(Bank of Scotland)		<hr/>		<hr/>

Exeter Church Charities
Trustees Report for the Year Ended 30th June 2018

4. STATEMENT OF ASSETS & LIABILITIES

AS AT 30TH JUNE 2018

	<u>30th June 2018</u>	<u>30th June 2017</u>
	<u>£</u>	<u>£</u>

Almshouses

Property - see note 1	2,371,697	2,291,494
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Investment Units

	<u>No of</u>	<u>Mkt Value</u>	<u>Additions</u>	<u>Disposal</u>	<u>Mkt Value</u>
	<u>Units</u>	<u>30/06/18</u>	<u>at Cost</u>	<u>Proceeds</u>	<u>30/06/17</u>
		<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
<u>COIF Income Units</u>					
Housing	19,389	291,053	-	-	275,647
Bodley & Mogridges	2,602	39,060	-	-	36,993
Seldons	2,005	30,098	-	-	28,505
		<u>360,211</u>			<u>341,145</u>

COIF Charities Property Fund Units

Housing	47,797	56,357	-	-	54,742
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COIF Accumulation Units

Housing - see note 2	1,478	235,302	50,000	-	167,880
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Cash at Bank

	<u>30th June 2018</u>	<u>30th June 2017</u>
	<u>£</u>	<u>£</u>
Bank of Scotland		
Housing	47,522	55,207
Bodley & Mogridges	7,417	6,858
Seldons	7,448	7,634
	<u>62,387</u>	<u>69,699</u>
Charities Deposit Fund -		
Scottish Widows	50,000	50,000
Total	<u>112,387</u>	<u>119,699</u>

Debtors

Housing - maintenance arrears	<u>1,892</u>	<u>1,856</u>
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Liabilities Falling Due Within the Year

Housing- maintenance contributions overpaid	339	827
Housing - Skinners Construction	-	2,997
Housing - Exeter City Council	215	1,134
Total	<u>554</u>	<u>4,958</u>

Signed by M E Dandy
on behalf of the Trustees

Date 10/1/2019

Notes (see over)

Notes

1. Freehold land and buildings vested in the Official Custodian for Charities and comprising:-

1-6 Lethbridge Almshouses, Parr Street, Exeter

4 Houses and 8 Flats at Flayes, Pinhoe Road, Exeter

In the absence of a professional valuation the Trustees are unable to state the market value of the almshouses as at 30th June 2018. However, during the period under review, the sum insured was increased to £2,371,697.

2. During the year an additional 326.39 COIF Accumulation Units (Extraordinary Repair Reserve) were purchased at a cost of £50,000, the average price per unit being 15329.57p.

Notes to the Financial Statements

1. Accounting Policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the applicable Accounting Standards and Charity Commission guidance in the form of CC16 for charities preparing financial statements on a receipts and payments basis.

2. Trustee Expenses or Remuneration

No trustee expenses or remuneration have been paid in the period under review.

3. Employees

There were no employees in this year or the preceding year.

4. Independent Examiner's Fee

Year ended 30th June 2018	£876	(2017 - £840)
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5. Summary of Funds

	<u>Fund</u>	<u>Housing</u>	<u>Bodley & Mogridges</u>	<u>Seldons</u>
Almshouses	Permanent endowment	2,371,697	-	-
COIF Income Units	Permanent endowment	291,053	39,060	30,098
COIF Property Fund Units	Permanent endowment	56,357	-	-
COIF Accumulation Units	Extraordinary Repair Fund	235,302	-	-
Deposit Fund	General	50,000	-	-
Cash at Bank	General	47,522	7,417	7,448
Debtors	General	1,892	-	-
Total Assets		3,053,823	46,477	37,546
Creditors	General	554	-	-
Net Assets		3,053,269	46,477	37,546
Represented by:-				
Unrestricted General Funds		98,860	7,417	7,448
Designated General Funds				
Extraordinary Repair Reserve		235,302	-	-
Permanent Endowments		2,719,107	39,060	30,098
		3,053,269	46,477	37,546