

BERWICK ALMSHOUSES CHARITY
TRUSTEES ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2018

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 SY5 9HJ
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 Jane MacKenzie
Cllr Vernon Bushell	SCC Nominated
Cllr Pam Moseley	STC Nominated
Cllr Kevin Pardy	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 £49,570 from maintenance charges. In addition, £1987 was received from residents for services. Bank interest and dividends amounted to £55.00
2. The Trustees have made a contribution of £2,520 to an extraordinary repair fund which now amounts to £53,490.
3. The Trustees carry out normal routine maintenance each year refurbishment and redecorate a proportion of the flats. This year we have had normal expenditure but are saving for a new garden room.
4. Cash reserves as at 30 June 2018 amounted to £64,013. Running expenses for the Charity for the year have been £55,362.60 for maintenance and £27,379 for overheads.
5. 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
6. The annual account for the Charity is attached at Appendix B.

M. J. Angel-Jones

Chairman
On behalf of the Trustees

TRUSTEES OF BERWICK ALMSHOUSES CHARITY

CHARITY REFERENCE NUMBER 214070

STATEMENT OF ACCOUNTS

FOR THE YEAR

1st JULY 2017 TO 30th JUNE 2018

Declaration

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

SIGNED - _____
Trustee authorised to sign on behalf of all Trustees

DATE - _____

**BALFOURS
MARKET HOUSE
MARKET STREET
CRAVEN ARMS
SHROPSHIRE
SY7 9NN**

Trustees of The Berwick Almshouses

Balance Sheet

From - 1st July 2017
To - 30th June 2018

2017/2018

2016/2017

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	£ 20,032.97	£ 55,869.01
Debtors Control	£ 512.88	£ 774.28
Nationwide Building Society Account	£ 43,980.60	£ 43,936.66
Petty Cash	£ 349.21	£ 238.54
NAACIF - ERF Investment - at cost	£ 53,490.00	£ 50,970.00
Creditors Control	£ -	£ -
	<u>£ 118,365.66</u>	<u>£ 151,788.49</u>

CURRENT LIABILITIES

Creditors Control	£ 2,987.47	£ 3,096.31
Sundry Creditors and Accruals	£ -	£ -
Debtors Control Account	£ -	£ -
	<u>£ 2,987.47</u>	<u>£ 3,096.31</u>

Current Assets less Current Liabilities

£ 115,378.19

£ 148,692.18

£ 793,014.74

£ 826,328.73

CAPITAL & RESERVES

Capital Account	£ 693,339.13	£ 690,819.13
Revenue Account	£ 130,805.60	£ 118,844.98
Revenue Account 16/17	-£ 31,129.99	£ 16,664.62
Suspense	£ -	£ -
	<u>£ 793,014.74</u>	<u>£ 826,328.73</u>

Account Notes -

NAACIF Investment - ERF - currently contribute £210.00 per month

Debtors

Blundell, Mrs A	-£ 351.88
Ferguson, Mrs A	£ 304.00
Lythgoe, Mrs M	£ 348.00
Morgan, Mrs D E	£ 15.00
Shone, Mrs V	£ 74.66
Sumner, Mrs G	£ 377.00
Woodall, Mrs D J	£ 7.50
	<u>£ 774.28</u>

Sundry Creditors and Accruals

Balfours	£ 1,763.81
Arrol & Snell	£ 167.00
Grout Insurance Brokers	£ 1,349.20
Scottish Power Group	-£ 183.70
	<u>£ 3,096.31</u>

Trustees of The Berwick Almshouses

Revenue Accounts

From - 1st July 2017
To - 30th June 2018

	2017 / 2018	2016 / 2017
INCOME		
Maintenance Contributions	£ 49,570.79	£ 56,657.50
Washing Machine	£ 935.00	£ 1,081.00
Tumble Dryer	£ 768.00	£ 615.00
Guest Room Hire	£ 215.00	£ 150.00
TV Licence Contribution	£ 68.81	£ 135.00
Bank and Building Society Interest	£ 54.64	£ 108.02
Other Income	£ -	£ -
	£ 51,612.24	£ 58,746.52
MAINTENANCE		
Flat Repairs and Maintenance	£ 53,517.29	£ 9,978.65
General Maintenance Misc	£ 1,778.31	£ 254.11
Garden Maintenance	£ 67.00	£ 1,098.48
	£ 55,362.60	£ 11,331.24
	-£ 3,750.36	£ 47,415.28
OVERHEADS		
Electricity	£ 1,596.59	£ 1,824.98
Sewage maintenance	£ 610.36	
Insurance	£ 1,401.84	£ 1,349.20
Water	£ -	£ 381.56
Council Tax	£ 168.93	
TV Licencing	£ -	
Warden's Wages	£ 11,379.87	£ 11,340.00
Management Fees and Costs	£ 7,292.95	£ 8,566.65
Professional Fees and Costs	£ 1,800.00	£ 5,653.56
Subscriptions	£ 196.00	£ 191.00
Advertising	£ -	
Miscellaneous	£ 2,933.09	£ 1,443.71
Grants to Residents	£ -	£ -
	£ 27,379.63	£ 30,750.66
REVENUE Surplus	-£ 31,129.99	£ 16,664.62
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	-£ 33,649.99	£ 14,144.62



Trustees of Berwick Almshouses Charity	214070
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Receipts and payments accounts

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For the period from	01/07/2017	To	30/06/2018
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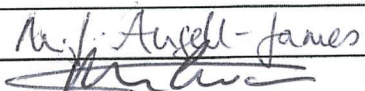
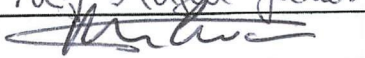
Section A Receipts and payments

	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	49,832	-	-	49,832	56,706
Washing machine	935	-	-	935	1,081
Tumble dryer	768	-	-	768	615
Guest room hire	215	-	-	215	150
TV licence contribution	69	-	-	69	135
Bank and building society interest	55	-	-	55	108
Other income	-	-	-	-	-
Sub total (Gross income for AR)	51,874	-	-	51,874	58,795
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	51,874	-	-	51,874	58,795
A3 Payments					
Maintenance	56,365	-	-	56,365	11,638
Electrical	2,751	-	-	2,751	2,541
Insurance	2,412	-	-	2,412	-
Management and admin	23,508	-	-	23,508	28,183
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
Sub total	85,036	-	-	85,036	42,362
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	87,556	-	-	87,556	44,882
Net of receipts/(payments)	- 35,682	-	-	- 35,682	13,913
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	100,045	-	-	100,045	86,132
Cash funds this year end	64,363	-	-	64,363	100,045

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	20,033	-	-
	Nationwide Building Society	43,981	-	-
	Petty Cash	349	-	-
	Total cash funds	64,363	-	-
	(agree balances with receipts and payments account(s))			
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	Debtors	513		-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	NAACIF Shares at cost - ERF		53,490	122,271
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Freehold property		649,987	-
	Equipment		27,650	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	Creditors		2,987	
			-	
			-	
			-	

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

Signature	Print Name	Date of approval
	M. J. ANGELL-JAMES	7/12/18
	T. M. EVANS	7/12/18



Independent examiner's report on the accounts

Section A

Independent Examiner's Report

Report to the trustees/
members of

Charity Name
Trustees of Berwick Almshouses Charity

On accounts for the year
ended

30th June 2018

Charity no
(if any) 214070

Set out on pages

1 and 2

(remember to include the page numbers of additional sheets)

Respective
responsibilities of
trustees and examiner

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.

It is my responsibility to:

- 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

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.

Independent
examiner's statement

- In connection with my examination, no matter has come to my attention
1. which gives me reasonable cause to believe that in, any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
 2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed:

Date:

Name:

Jane Tweedie

Relevant professional
qualification(s) or body
(if any):

FCA, DChA

Address:

Whittingham Riddell LLP

Belmont House, Shrewsbury Business Park

Shrewsbury, SY2 6LG

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.