

**REPORT OF THE TRUSTEES AND**  
**UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31ST MARCH 2019**  
**FOR**  
**THE JOHN HOWARD NURSES HOMES**

Chariot House Limited  
Chartered Accountants  
44 Grand Parade  
Brighton  
East Sussex  
BN2 9QA

**THE JOHN HOWARD NURSES HOMES**

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**FOR THE YEAR ENDED 31ST MARCH 2019**

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## **THE JOHN HOWARD NURSES HOMES**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31ST MARCH 2019**

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The trustees present their report with the financial statements of the charity for the year ended 31st March 2019. The trustees have adopted the provisions of 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 (FRS 102) (effective 1 January 2015).

#### **OBJECTIVES AND ACTIVITIES**

##### **Objectives and aims**

The Charity owns 24 cottages in Brighton. Average occupancy during the year was 96% (2018: 98%). Graves Son and Pilcher provide a managing service to the Charity.

#### **ACHIEVEMENT AND PERFORMANCE**

##### **Charitable activities**

A sub group of the Trustees meets regularly with the managing agents, Graves Son and Pilcher, which helps to ensure the continued smooth running of the cottages as well as adhering to all the regulatory requirements.

The Trustees were keen to address the growing surplus of assets to ensure the majority of the income was being used for the benefit of the residents, whilst keeping a financial reserve for future major expenses.

This resulted in all residents been offered a "one off" grant of £500 which they could use to make improvements to their cottages eg new carpets, curtains, white goods, redecorations etc. 19 residents took up the offer spending a total of £8183. In addition, a charge is no longer made for the communal washing machines and dryers.

A report was commissioned on the condition of all the double glazed windows and doors. As a result many cottages had repairs/replacements and a yearly maintenance contract is now in place.

Two cottages were completely refurbished and are now let to new residents.

The cost of the gardening has increased this year as more residents have become unable to maintain their plots. The Trustees are therefore paying for the gardener to do them in addition to the general maintenance of the grounds.

The Trustees have also carried out a review of internal financial controls, completed the biennial review of the applicable charity commission policies and had a Health and Safety and Fire Risk Assessment of the site, all of which they believe to be compliant.

#### **FINANCIAL REVIEW**

##### **Financial position**

Rental income totalled £100,541 in the year ended 31 March 2019 (2018: £103,921), a 3% decrease compared to the previous year.

Expenditure on maintenance and other running costs was £123,022. This included expenditure of £110,423 (2018: £55,270) in respect of high maintenance costs due to the age and state of the properties. The total outgoing resources for the year were £124,498 (2018: £70,025). At 31 March 2019, total reserves were £432,260 (2018: £439,049) including unrestricted reserves of £315,517 (2018: £322,306).

During the year donations of £15,000 (2018: £16,000) were received, and this is included in other income.

The freehold properties are included in the accounts at cost, which is considered to be substantially below their current market value.

Excess cash funds are held in interest bearing accounts.

## **THE JOHN HOWARD NURSES HOMES**

### **REPORT OF THE TRUSTEES** **FOR THE YEAR ENDED 31ST MARCH 2019**

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#### **FINANCIAL REVIEW**

##### **Reserves policy**

The trustee has reviewed the charity's reserves and is satisfied that they are adequate to meet both ongoing regular expenditure and to provide for periodic significant property maintenance costs which arise from time to time.

The trustee continues to refurbish the cottages as they become vacant to bring them up to a modern and consistent standard. Advertising is ongoing to attract new residents with the aim of achieving 100% occupancy.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The John Howard Nurses Homes ("the Charity") was founded as a charity under the terms of the will (the "governing document") of Sir John Howard, who died on 20 April 1917, to provide accommodation for nurses whose health has broken down or who otherwise are not able to follow their profession and whose means are limited.

When reviewing our aims and objectives we have referred to the Charity Commission's general guidance on public benefit. All of our activities are undertaken to further our charitable purposes for the public benefit.

The John Howard Nurses Homes is registered as a charity, number 212584.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

212584

##### **Principal address**

Parish Office  
St George's Church  
St George's Road  
Brighton  
East Sussex  
BN2 1ED

##### **Trustees**

Rev Dr A Manson-Brailsford	
Miss M Ellis	
Mrs M Carey	- resigned 5/2/2019
Miss S Clough	
Mrs M Tallon	- resigned 29/4/2018
Mr A Tallon	- resigned 29/4/2018
Ms L Bennett	- resigned 18/6/2018
Mr D Smith	- resigned 7/4/2019
Mr R Newing	
Miss A Moulson	- appointed 29/4/2018
Mr M Ryan	- appointed 18/6/2018
Mr B Moyle Rosser	- appointed 7/4/2019
Rev M Samuel	- appointed 7/4/2019
Mrs S Spackman	- appointed 7/4/2019
Mr D Virgo	- appointed 7/4/2019

##### **Independent examiner**

John Thacker FCA DChA  
Chariot House Limited  
Chartered Accountants  
44 Grand Parade  
Brighton  
East Sussex  
BN2 9QA

**THE JOHN HOWARD NURSES HOMES**

**REPORT OF THE TRUSTEES**  
**FOR THE YEAR ENDED 31ST MARCH 2019**

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Bankers**

Barclays Bank plc  
139/140 North Street  
Brighton  
BN1 1RU

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
Rev Dr A Manson-Brailsford - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
THE JOHN HOWARD NURSES HOMES**

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**Independent examiner's report to the trustees of The John Howard Nurses Homes**

I report to the charity trustees on my examination of the accounts of the The John Howard Nurses Homes (the Trust) for the year ended 31st March 2019.

**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 Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all 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 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 confirm that there are no other matters to which your attention should be drawn to enable a proper understanding of the accounts to be reached.

John Thacker FCA DChA  
Chariot House Limited  
Chartered Accountants  
44 Grand Parade  
Brighton  
East Sussex  
BN2 9QA

Date: .....

**THE JOHN HOWARD NURSES HOMES**

**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST MARCH 2019**

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	Notes	Unrestricted fund £	Endowment fund £	2019 Total funds £	2018 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
<b>Charitable activities</b>					
Rent receivable		100,541	-	100,541	103,921
Donations		15,000	-	15,000	16,000
Investment income	2	2,168	-	2,168	701
<b>Total</b>		<u>117,709</u>	<u>-</u>	<u>117,709</u>	<u>120,622</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>					
Charitable expenditure		124,498	-	124,498	70,025
<b>NET INCOME/(EXPENDITURE)</b>		<u>(6,789)</u>	<u>-</u>	<u>(6,789)</u>	<u>50,597</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>322,306</u>	<u>116,743</u>	<u>439,049</u>	<u>388,452</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>315,517</u></u>	<u><u>116,743</u></u>	<u><u>432,260</u></u>	<u><u>439,049</u></u>

The notes form part of these financial statements

**THE JOHN HOWARD NURSES HOMES**

**BALANCE SHEET**  
**AT 31ST MARCH 2019**

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	Notes	Unrestricted fund £	Endowment fund £	2019 Total funds £	2018 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	5	62,083	-	62,083	62,083
<b>CURRENT ASSETS</b>					
Debtors	6	5,850	-	5,850	5,544
Cash at bank		253,344	116,743	370,087	378,733
		<u>259,194</u>	<u>116,743</u>	<u>375,937</u>	<u>384,277</u>
<b>CREDITORS</b>					
Amounts falling due within one year	7	(5,760)	-	(5,760)	(7,311)
<b>NET CURRENT ASSETS</b>		<u>253,434</u>	<u>116,743</u>	<u>370,177</u>	<u>376,966</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>315,517</u>	<u>116,743</u>	<u>432,260</u>	<u>439,049</u>
<b>NET ASSETS</b>		<u><u>315,517</u></u>	<u><u>116,743</u></u>	<u><u>432,260</u></u>	<u><u>439,049</u></u>
<b>FUNDS</b>	8				
Unrestricted funds				315,517	322,306
Endowment funds				116,743	116,743
<b>TOTAL FUNDS</b>				<u><u>432,260</u></u>	<u><u>439,049</u></u>

The financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:

.....  
Rev Dr A Manson-Brailsford -Trustee

The notes form part of these financial statements



**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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 (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charity has taken advantage of the following disclosure exemption in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows.

**Income**

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**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 a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Freehold property	- not provided
Fixtures and fittings	- 25% on cost

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Fixed assets**

Fixed Assets comprise Freehold Property which is stated at cost, and Furniture and Fittings which are stated at cost less depreciation. No depreciation is charged on freehold buildings as any such charge is not considered to be material. Depreciation of Furniture and Fittings is calculated on a straight line basis over 4 years. Assets costing less than £1,000 are not capitalised but are charged to the statement of financial activities at the date of purchase.

**THE JOHN HOWARD NURSES HOMES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31ST MARCH 2019**

**2. INVESTMENT INCOME**

	2019	2018
	£	£
Investment income	2,168	701

**3. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31st March 2019 nor for the year ended 31st March 2018.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31st March 2019 nor for the year ended 31st March 2018.

**4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted fund	Endowment fund	Total funds
	£	£	£
<b>INCOME AND ENDOWMENTS FROM</b>			
<b>Charitable activities</b>			
Rent receivable	103,921	-	103,921
Donations	16,000	-	16,000
Investment income	701	-	701
<b>Total</b>	<b>120,622</b>	<b>-</b>	<b>120,622</b>
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Charitable expenditure	70,025	-	70,025
<b>Total</b>	<b>70,025</b>	<b>-</b>	<b>70,025</b>
<b>NET INCOME/(EXPENDITURE)</b>	<b>50,597</b>	<b>-</b>	<b>50,597</b>
<b>RECONCILIATION OF FUNDS</b>			
<b>Total funds brought forward</b>	<b>271,709</b>	<b>116,743</b>	<b>388,452</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>	<b>322,306</b>	<b>116,743</b>	<b>439,049</b>

**THE JOHN HOWARD NURSES HOMES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED  
FOR THE YEAR ENDED 31ST MARCH 2019**

**5. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1st April 2018 and 31st March 2019	62,083	3,796	65,879
<b>DEPRECIATION</b>			
At 1st April 2018 and 31st March 2019	-	3,796	3,796
<b>NET BOOK VALUE</b>			
At 31st March 2019	62,083	-	62,083
At 31st March 2018	62,083	-	62,083

**6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2019 £	2018 £
Prepayments	5,850	5,544

**7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2019 £	2018 £
Accruals and deferred income	5,760	7,311

**8. MOVEMENT IN FUNDS**

	At 1/4/18 £	Net movement in funds £	At 31/3/19 £
<b>Unrestricted funds</b>			
General fund	322,306	(6,789)	315,517
<b>Endowment funds</b>			
Endowment fund	116,743	-	116,743
<b>TOTAL FUNDS</b>	439,049	(6,789)	432,260

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	117,709	(124,498)	(6,789)
<b>TOTAL FUNDS</b>	117,709	(124,498)	(6,789)

**8. MOVEMENT IN FUNDS - continued**

**Comparatives for movement in funds**

	At 1/4/17 £	Net movement in funds £	At 31/3/18 £
<b>Unrestricted Funds</b>			
General fund	271,709	50,597	322,306
<b>Endowment funds</b>			
Endowment fund	116,743	-	116,743
<b>TOTAL FUNDS</b>	<u>388,452</u>	<u>50,597</u>	<u>439,049</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	120,622	(70,025)	50,597
<b>TOTAL FUNDS</b>	<u>120,622</u>	<u>(70,025)</u>	<u>50,597</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1/4/17 £	Net movement in funds £	At 31/3/19 £
<b>Unrestricted funds</b>			
General fund	271,709	43,808	315,517
<b>Endowment</b>			
Endowment fund	116,743	-	116,743
<b>TOTAL FUNDS</b>	<u>388,452</u>	<u>43,808</u>	<u>432,260</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	238,331	(194,523)	43,808
<b>TOTAL FUNDS</b>	<u>238,331</u>	<u>(194,523)</u>	<u>43,808</u>

**THE JOHN HOWARD NURSES HOMES**

**NOTES TO THE FINANCIAL STATEMENTS - CONTINUED**  
**FOR THE YEAR ENDED 31ST MARCH 2019**

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**9. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31st March 2019.

**THE JOHN HOWARD NURSES HOMES**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR THE YEAR ENDED 31ST MARCH 2019**

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	2019 £	2018 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Investment income</b>		
Investment income	2,168	701
<b>Charitable activities</b>		
Rent received	100,541	103,921
Donations	15,000	16,000
	<u>115,541</u>	<u>119,921</u>
<b>Total incoming resources</b>	117,709	120,622
<b>EXPENDITURE</b>		
<b>Charitable activities</b>		
Property costs	110,423	55,270
Managing agent costs	12,000	9,600
Other costs	599	3,805
	<u>123,022</u>	<u>68,675</u>
<b>Support costs</b>		
<b>Governance costs</b>		
Independent examination	1,476	1,350
<b>Total resources expended</b>	124,498	70,025
<b>Net (expenditure)/income</b>	<u>(6,789)</u>	<u>50,597</u>

This page does not form part of the statutory financial statements