

The Pilsdon at Malling Community

(A Charitable Company Limited by Guarantee)

Annual Reports and Accounts

for

the year ended 31 March 2019

Registered Charity 1123682

Company No 6218667



THE PILSDON AT MALLING COMMUNITY

REFERENCE AND ADMINISTRATIVE DETAILS FOR 2018-19

Legal Status

The Pilsdon at Malling Community ("The Community") is a Company Limited by Guarantee (No 6218667) and a Registered Charity (No 1123682)

Purpose

"The Charitable Company's objects are for the public benefit:

a) for the relief of financial need and the relief of sickness and the preservation and protection of good physical and mental health by offering shelter, hospitality and spiritual refreshment to those who by reason of poverty, disability, mental or spiritual incapacity or inability to manage their own affairs are in need of such refuge without regard to gender, race or creed.

b) for the advancement of the Christian Religion by the formation and maintenance of a community of people who from time to time will endeavour to live together as one household in order to welcome people in need and be united in love and prayer according to the precepts of the Christian Gospels".

Registered Address

The Pilsdon at Malling Community
27 Water Lane
West Malling
ME19 6HH

Bankers

NatWest
Honiton (B) Branch
94 High Street
Honiton
Devon
EX14 1JL

Principal Officers

Martin Beckenham (Hon Treasurer)

Solicitors

Gullands
16 Mill Street
Maidstone
ME15 6XT

Trustees/Directors

Rev'd Douglas Robertson (Chairman until 7 July 18)
Mr Martin Beckenham
Rev David Green from 9 March 2019
Sr Mary John
Ms Camilla Medhurst from 9 March 2019
Sr Caroline Price
Mr Simon Richards
Mrs Yvonne Smyth (Acting Chairman from 10 Nov 18)
Mr Mark Trevett

Community Members

Rev'd Viv Ashworth (Guardian)
Ms Livia Haraszto
Mr Simon Munro until July 18
Rev'd Tim Ashworth

STRUCTURE, MANAGEMENT AND GOVERNANCE

Accommodation and communal support are provided for guests, wayfarers and visitors by the Community on the site of the former Ewell Monastery in the grounds of St.Mary's Abbey in West Malling, Kent.

The Council (Trustees/Directors) meet at least three times each year to determine policy, review performance and policies to ensure that the ethos of the Community is maintained, monitor financial matters and make key decisions.

The Guardian is responsible for the day to day management of the Community in consultation with the other Community Members, and taking advice as appropriate from Trustees and professional advisors. Regular budgetary control accounts are submitted to meetings of the Trustees. The annual budget is agreed at the February/March meeting and the Annual Reports and Accounts are approved in July. A General Reserve is maintained to cover at least six months expenditure.

Contributions are made from community funds within a scale authorised by the Trustees towards the provision of retirement pensions arranged by full time community members.

Investment Policy

The Community's cash reserves are held in Charities Official Investment Funds (COIF). These are secure and offer easy access to funds when required.

Risk management

The Trustees confirm that they have carried out a review of the major risks that the charity presently faces, and have considered the necessary procedures to minimise any potential impact should those risks materialise. These include the identification and mitigation of all perceived risk of physical accident which could harm Community Members, Guests, Trustees, the general public or the fabric of the Community. Financial risks are dealt with elsewhere in this report and include the risk that the company might not be able to meet its liabilities as they fall due, and in the future its ability to pay the interest and repay the principal on any loans required to develop operations in the future. However, the Trustees recognise that the review of the major risks that the charity faces is a continuing process and have instigated ongoing reviews to ensure any potential impacts that may arise are minimised or mitigated.

Trustees' responsibilities in relation to the financial statements

Company law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the Charity at the end of the financial period and of its surplus or deficit for the financial period. In doing so the Trustees are required to:

- Make sound judgements and estimates that are reasonable and prudent; and
- Select suitable accounting policies and apply them consistently;

- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the Charity will not continue in business

The Trustees are responsible for maintaining proper accounting records which 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 Companies Act 2006. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent examiner

The Trustees are most grateful to Alan Gibbins, for agreeing to be the Independent Examiner of Pilsdon at Malling.

CHAIRMAN'S REPORT

It was with great sadness that the Trustees of Pilsdon at Malling accepted the resignation, due to ill health, of the Reverend Douglas Robertson as a Trustee and Chairman at our meeting in July 2018. At our November meeting the Trustees and community members thanked him formally for his work and wished Douglas and his wife a happy retirement.

The Trustees are pleased to record that the Pilsdon at Malling Community continues to thrive under the leadership of its Guardian, the Reverend Viv Ashworth. It must be acknowledged that the position of guardian is challenging. It is therefore desirable that the number of community members and trustees with appropriate skills should be increased. In the course of the year two new trustees have been appointed. Regrettably the number of community members decreased by one.

Maintenance of the fabric continued during the year. Windows in the main house have been replaced with double glazed ones. Secondary glazing has been installed in the cottages. This work has been sympathetically carried out in keeping with the character of the relevant buildings and their place in a conservation area. My thanks in particular to Reverend Tim Ashworth for dealing with the organisation of this project.

Pilsdon at Malling continues to host a number of events during the year. These generate revenue through donations but more importantly serve to give the Community a profile within the cultural and spiritual life of West Malling.

In my capacity as Acting Chairperson I am grateful for the support received from my fellow Trustees and their commitment to the work of the Pilsdon at Malling Community.



Yvonne M. Smyth
Acting Chairperson

GUARDIAN'S REPORT 2018 -2019

The Directors (Trustees) have met three times during the past year. Each meeting received a written report from the Guardian (Company Secretary) and a verbal report from the Hon. Treasurer.

Unfortunately, due to ill health the Chairperson has not been able to meet at regular intervals with the Guardian. Subsequently he had to resign from his role as Chairperson. He was thanked for his work on the 7th November 2018 at a service in the chapel at Pilsdon followed by a lunch with the community and some trustees.

One Community member left after just twelve months at the end of July 2018. The remaining three members were joined by a residential volunteer in September, 2018. She will be with us for twelve months. During the year there has been an average of seven guests. In addition, we have continued to offer hospitality to wayfarers and others who are street homeless who come to us for short periods and those needing short respite visits.

In September, following on from the restoration work done in the Cottages the previous year, we had secondary glazing fitted on this Grade 2 listed building. In addition, we were pleased to see the old metal window frames replaced by double glazing in the main house in November by Apollo Windows. Both jobs have improved the standard of accommodation we can offer to our guests and potential members and volunteers. We were encouraged that the cost has been covered partly through a grant of £1,000 and other donations and fund raising events.

During the year the community once again hosted several public events which included a variety of music concerts and an Indian Bazaar and the heritage Weekend in September. A regular stall selling plants and produce has been successful in raising funds by voluntary donations over the year. We produce much of our own food ourselves- mainly lamb and pork, fruit and vegetables. We are also the grateful recipients of donations of non- perishable foods, especially at harvest time. We continue to receive generous donations from local churches for the food bank that we have been operating from here since 2013.

Our ministry of hospitality to all comers continues to be at the heart of our community ethos. The number of successful public events has opened up this hospitality to a much wider local community. Links with local organisations and churches have also increased interest in and support of the Community.



Rev'd V. Ashworth
Guardian

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF PILSDON AT MALLING LIMITED

I report on the accounts of the company for the year ended 31 March 2019, which are set out on pages 6 to 13

Respective responsibilities of trustees and examiner

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 (the 2006 Act). The Trustees consider that an audit is not required for this year under part 16 of the 2006 Act and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts under section 145 of the Act;
- Follow 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 report

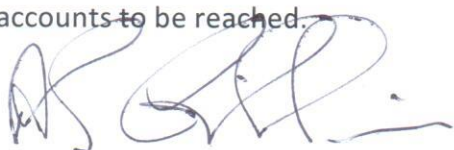
My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as 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 which gives me cause to believe that in any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS 102)

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.



Alan Gibbins FCA – 6 July 2019

THE PILSDON AT MALLING COMMUNITY
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR ENDED 31st MARCH 2019

	Notes	Unrestricted £	Restricted £	Total £	2018 £
INCOMING RESOURCES					
FROM GENERATED FUNDS					
Voluntary Income	4	12,121.90	-	12,121.90	10,080.09
Activities for Generating Funds	5	4,702.53	-	4,702.53	5,445.90
Charitable Activities	6	110,809.34	-	110,809.34	91,336.83
Sale of Assets		1,199.00	-	1,199.00	-
Investment Income	7	104.17	-	104.17	47.56
Grants		2,000.00	-	2,000.00	32,046.00
TOTAL INCOMING RESOURCES		130,936.94	-	130,936.94	138,956.38
RESOURCES EXPENDED					
Community Members	8	25,442.04	-	25,442.04	26,829.69
Volunteers		809.70	-	809.70	200.00
Rent and Council Tax		15,042.78	-	15,042.78	14,035.69
Utilities		18,157.58	-	18,157.58	13,864.27
Provisions and Household Exp		12,348.56	-	12,348.56	9,976.66
Maintenance		8,818.62	-	8,818.62	7,057.28
Garden and Livestock		3,307.52	-	3,307.52	4,244.83
Transport and Travel		8,047.18	-	8,047.18	5,503.23
Amenities		1,280.93	-	1,280.93	1,099.00
Church Expenses		54.13	-	54.13	410.19
Charitable Donations		63.26	-	63.26	0.00
Support Costs	9	8,833.28	-	8,833.28	7,814.02
Depreciation		6,597.86	10,383.00	16,980.86	20,114.79
		108,803.44	10,383.00	119,186.44	111,149.65
Governance Costs	10	15.00	-	15.00	-
TOTAL RESOURCES EXPENDED		108,803.44	10,383.00	119,201.44	111,149.65
NETT INCOMING RESOURCES		22,118.50	(10,383.00)	11,735.50	27,806.73
FUNDS BROUGHT FORWARD		180,062.81	123,104.00	303,166.81	275,360.08
		202,181.31	112,721.00	314,902.31	303,166.81

THE PILSDON AT MALLING COMMUNITY

BALANCE SHEET AS AT 31st MARCH 2019

	Notes	2019		2018	
	1	£	£	£	£
FIXED ASSETS					
Property		176,503.53		186,886.53	
Leasehold Improvements		51,476.45		42,774.34	
Equipment		1,624.14		1,974.33	
Vehicles		3.00	229,607.12	4.00	231,639.20
CURRENT ASSETS					
Stock		860.00		860.00	
Debtors	2	6,600.00	7,460.00	6,600.00	7,460.00
Balances at Bank					
COIF Deposit		21,854.61		21,750.44	
Current Account		62,431.95		47,176.76	
Deposit Account		1.60		1.60	
Cash in Hand		525.52	84,813.68	735.06	69,663.86
CURRENT LIABILITIES					
Creditors	3		(6,978.49)		(5,596.25)
NET CURRENT ASSETS			85,295.19		71,527.61
TOTAL ASSETS LESS					
CURRENT LIABILITIES			314,902.31		303,166.81
REPRESENTED BY:					
General Fund			202,181.31		180,062.81
Restricted Fund			112,721.00		123,104.00
			314,902.31		303,166.81

Approved by the Trustees on 6 July
2019



Yvonne Smyth
Acting Chairman



Martin Beckenham
Hon. Treasurer

The Trustees consider that the Company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006 and members have not required the Company to obtain an audit of its accounts for the year ended 31 March 2019 in accordance with Section 476 of the Act. The Trustees acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Act and for preparing financial statements which give a true and fair view of the state of affairs of the Company at 31 March 2019 and of its result for the period then ended in accordance with the requirements of Section 396 of the Act and which otherwise comply with the requirements of the Companies Act relating to the accounts as far as applicable to the Company.

CASH FLOW STATEMENT
FOR THE YEAR ENDED 31st MARCH 2019

	£	2018 £
Net Incoming Resources	11,735.50	27,806.73
Depreciation	16,980.86	20,114.79
Increase in Creditors	1,382.24	1,897.36
Decrease in Debtors	-	190.00
Increase in Stock	-	-
Expenditure on Fixed Assets	(14,948.78)	(47,527.04)
	<hr/>	<hr/>
Net Cash Inflow	15,149.82	2,481.84
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Balances at Bank		
At end of the year	84,813.68	69,663.86
Beginning of year	69,663.86	67,182.02
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Increase / (Decrease) in Cash Balances	15,149.82	2,481.84
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THE PILSDON AT MALLING COMMUNITY

ACCOUNTING POLICIES

Basis of Preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Charities Act 2011, the Charities SORP 2015 (FRS 102), applicable UK Accounting Standards and the Companies Act 2006. The principal accounting policies adopted in the preparation of the financial statements are set out below.

Incoming Resources

All voluntary income, including gifts legacies and grants that provide funding or are of a general nature, are recognised only when received.

Volunteers and donated services and facilities

The value of these services and facilities is not incorporated into these financial statements. Some details are given in the Trustees' report.

Interest Receivable

Interest is credited to the accounts when it is received.

Livestock

Purchased livestock is shown at cost; livestock bred in-house is shown at valuation.

Resources Expended

Expenditure is recognised as soon as it is incurred, is accounted for on an accrual basis and is classified under headings which aggregate all costs to their respective category.

Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Fixed Assets and Depreciation

Fixed assets, vehicles and equipment are included in the accounts at their historical cost or at valuation at time of transfer from The Pilsdon Community in Dorset. Expenditure on leasehold improvements at the charity's base in West Malling is being depreciated on a straight line basis over the shorter of ten years or the period to the first possible termination of the charity's lease. Vehicles and Equipment are being depreciated on a straight line basis over five years, with the exception of Computer Equipment which is depreciated over three years. New Building Development of two timber accommodation blocks was completed at the end of 2015/16 and is being depreciated over 20 years.

Provisions for liabilities

Provisions are made where an event has taken place that gives the company a legal or constructive obligation that probably requires settlement by a transfer of economic benefit, and a reliable estimate can be made of the amount of the obligation.

Fund accounting

Unrestricted funds, which have not been designated for other purposes, are available for use at the discretion of Trustees in furtherance of the general objectives of the charity. Restricted funds have been donated for specific expenditures and are strictly applied only to such expenditures.

Going concern

The trustees are satisfied that the company is a going concern, able to pay its liabilities as they fall due over the next year.

Taxation

The company is a registered charity and no provision for taxation is considered necessary. As a charity the company is exempt from taxation on donated goods and income falling within section 505 of the Taxes Act 1988.

THE PILSDON AT MALLING COMMUNITY

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31st MARCH 2019

1. FIXED ASSETS

Buildings

Timber Accommodation at Cost	207,652.53
Depreciation to 31 Mar 18	20,766.00
Balance b/fwd	186,886.53
Depreciation 2018-19	10,383.00
Balance c/fwd	176,503.53

Leasehold Improvements

	Historic Items	Cottages	Windows	Total
At Cost	36,877.82	49,253.54	0.00	86,131.36
Depreciation to 31 Mar 18	36,877.82	6,479.20	0.00	43,357.02
Balance b/fwd	0.00	42,774.34	0.00	42,774.34
Additions	-	-	14,949.78	14,949.78
Depreciation 2018-19	0.00	4,752.70	1,494.97	6,247.67
Balance c/fwd	0.00	38,021.64	13,354.81	51,476.45

Historic items consist of Studio, Workshop, Fence, Gates, Conservatory and Bathroom

Equipment

	Historic Items	Freezer	Dell 3900	Fridge	AGA	Total
At Cost	7,586.53	234.94	280.00	538.80	1500.00	10,140.27
Depreciation to 31 Mar 18	7,580.53	140.97	186.68	107.76	150.00	8,165.94
Balance b/fwd	6.00	93.97	93.32	431.04	1350.00	1,974.33
Additions						
Depreciation 2018-19	6.00	46.99	93.32	53.88	150.00	350.19
Balance c/fwd	0.00	46.98	0.00	377.16	1,200.00	1,624.14

Historic items consist of Ex-Pilsdon, Copier, Mixer, Mower, Rotavator and Copier 2

NOTES TO THE ACCOUNTS (CONTINUED)

Motor Cars

	Ford Pickup	Fiat Doblo	Fiat Panda	Trailer	Total
At Cost	3,895.00	6,785.00	3,705.00	1,680.00	16,065.00
Depreciation to 31 Mar 18	3,894.00	6,784.00	3,704.00	1,679.00	16,061.00
Balance b/fwd	1.00	1.00	1.00	1.00	4.00
Disposal		6,785.00			6,785.00
Depreciation 2018-19	0.00	(6,784.00)	0.00	0.00	(6,784.00)
Balance c/fwd	1.00	0.00	1.00	1.00	3.00

2. DEBTORS

	2018
Pension Refund due	6,600.00
Guest Rents	-
	6,600.00

3. CREDITORS

	2018
CM Accrued Severance	6,230.25
PAYE	-
Net Allowances	739.00
Pension Fund	9.24
	6,978.49
	5,596.25

4. VOLUNTARY INCOME

Voluntary income consists of donations (including gift-aided) for both restricted and unrestricted purposes as shown.

5. ACTIVITIES FOR GENERATING FUNDS

	2018
Events	3,971.50
Produce Sales	731.03
	4,702.53
	5,445.90

6. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	2018
Guest Contributions	18,261.84
Housing Benefit	82,046.50
C.M's Contributions	9,120.00
Visitors	1,381.00
	110,809.34
	91,336.83

7. INVESTMENT INCOME

	2018
Interest Receivable	104.17
	47.56

NOTES TO THE ACCOUNTS (CONTINUED)

8. COMMUNITY MEMBERS' COSTS

2018

Allowances	23,144.00	24,986.00
Pension Contributions	66.99	29.45
Work Expenses	676.25	393.04
Recruitment	358.80	-
Spiritual Development	1,196.00	1,421.20
	25,442.04	26,829.69

9. SUPPORT COSTS

2018

Insurance	5,201.61	3,444.04
Stationery/Printing	278.22	196.72
Postage	102.01	37.49
Telephone/Broadband	2,800.18	3,316.78
Information Technology	372.53	772.76
Training Courses	-	-
Statutory Fees	13.00	-
General Administration	65.73	46.23
	8,833.28	7,814.02

10. GOVERNANCE COSTS

2018

Professional Charges	-	-
Trustees' Expenses	15.00	-
	15.00	-