

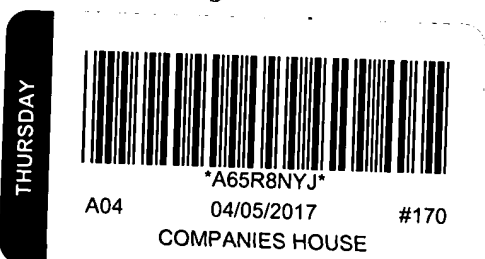
The Leonard Hackett Memorial Trust

(Limited by guarantee)

Directors' report and financial statements
for the year ended 31 December 2016

Registered company number: 1531276

Charity registration number: 281866



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Directors, officers and advisors

For the year ended 31 December 2016

Directors	DJ Dunbar, MBE Mrs T Scouller RA Knipe AB Gulland RH Douglas, CBE
Secretary	AP De Ritter
Registered Office	Billingbear Lodge Maidenhead Road Wokingham Berkshire RG40 5RU
Registered Company Number	1531276
Registered Charity Number	281866
Date of Incorporation	1 December 1980
Bankers	Coutts & Co 440 Strand London WC2R 0QS
Auditor	Buzzacott LLP 130 Wood Street London EC2V 6DL

Director's report

For the year ended 31 December 2016

The Directors present their report and financial statements of The Leonard Hackett Memorial Trust (the Charity) for the year ended 31 December 2016.

This report has been prepared in accordance with Part VIII of the Charities Act 2011.

The financial statements have been prepared in accordance with the accounting policies set out on page 11 and comply with the charitable company's Memorandum and Articles of Association, applicable law and Accounting and Reporting by Charities: Statement of Recommended Practice (SORP 2015) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), effective from accounting periods commencing 1 January 2015 or later.

Structure, Governance and Management

Directors

The current directors (who are also trustees of the Charity) all of whom (except as stated) served throughout the year and to the date of this report were:

DJ Dunbar, MBE

Mrs T Scouller

AB Gulland

RA Knipe

RH Douglas, CBE (appointed November 2016)

The directors, who constitute the key management personnel of the Charity, are appointed by the remaining directors from amongst the members of the Executive Committee of The National Association of Almshouses. Directors receive no remuneration.

Status of the Charity

The Charity was established as a memorial to the late Leonard Hackett. Its objects are to promote and advance the charitable work of the National Association of Almshouses, with power to act directly in the management of almshouse charities, and to provide financial assistance to that Association's member charities. The Charity is incorporated as a company limited by guarantee, and is governed by a Memorandum and Articles of Association dated 1 December 1980. The Charity is administered by the National Association of Almshouses on behalf of the directors. It is a registered charity number 281866.

Risk management

The directors have reviewed the major risks to which the Charity is exposed and systems have been established to mitigate those risks.

Operational: The principal risks that affect the routine running of the Charities concern the condition and security of the properties, and the well-being of the residents. Each of the Charities held within the Leonard Hackett Memorial Trust are overseen by managing agents on behalf of the trustee. Each managing agent is appropriately qualified and experienced, and there exists a formal Management Agreement between the two parties. It is the responsibility of the managing agent to regularly inspect the properties; to make recommendations to trustees on improvements and repairs, and to implement the decisions of trustees. Whilst residents must be capable of independent living, it is the responsibility of the managing agent to liaise with residents, and to immediately report any concerns to the trustees.

Director's report

For the year ended 31 December 2016

Strategic: Amongst the key objectives for the Trust is to ensure that each of the Charities for which it is responsible, remains compliant; is brought up to and maintained at a satisfactory standard; is financially sound and that in due course, local trustees are recruited. Whilst the Trust remains active in managing the properties effectively and ensuring the well-being of residents, the recruitment of new, local trustees remains a significant challenge, especially in inner city areas. This challenge in turn limits the number of almshouse charities that the Trust can assist.

Objectives and Activities

In fulfilment of the objective to manage almshouse charities, the Charity has acted as the Sole Trustee for four such Charities during the year:

Holy Trinity Heath Town Almshouses, Wolverhampton (248062). The Charity operated successfully during the year under the managing agent. Installation of wet rooms was completed in March and the cost of these improvements was supported by a grant of £10,000 from The Almshouse Association. The properties have been re-decorated, external lighting replaced and a full electrical inspection was undertaken. As at 31 December 2016, all six properties were occupied.

Freemen's Almshouses, Sunderland (230212). The Charity comprises four modernised bedsit flats, of which only one was occupied until April 2016, a fact which severely depleted the Charity's resources. Following a change to a new, local managing agent in April 2016, three new applicants were appointed by the Trustee, and all four properties remained occupied up to and including 31 December 2016. The Charity is now operating effectively, and no significant issues were outstanding at the end of the reporting period.

The Hospital and James William Steedman Charity (231797), High Ercall, Shropshire. The Charity comprises seven Grade 2 listed single story almshouses of which three are suitable for double occupancy, and four are single dwellings. During this reporting period, six of the dwellings were fitted with wet rooms instead of bathrooms, and roof separation work was completed. As at 31 December 2016, six of the seven properties were occupied, and efforts are being made to attract applicants for the vacant property.

The Almshouse Charity of Edmund Sawyer and Others (228798), Northamptonshire. In February 2016, The Leonard Hackett Memorial Trust was appointed Trustee. The Charity comprises two almshouse dwellings, one of which requires substantial modernisation and improvement. Plans are underway to obtain planning permission, and to modernise this almshouse as soon as possible, and a local managing agent has been appointed to manage the two almshouses henceforth. The remaining almshouse dwelling is in a satisfactory condition and is occupied.

Public Benefit

In setting the aims and objectives, and in measuring achievements and performance the directors have had regard to the Charity Commission's guidance on public benefit. The provision of almshouse accommodation for those in need provides an identifiable public benefit which is consistent with the aims of The Leonard Hackett Memorial Trust. Beneficiaries of almshouse accommodation must be in need, and will be drawn from that section of the public which has been defined in the Scheme issued for each individual charity by the Charity Commission. The aims and objectives of the Leonard Hackett memorial Trust are specifically directed towards assisting individual almshouse charities to provide for those in need.

Director's report

For the year ended 31 December 2016

Financial Review

The net deficit for the year is £2,267 (2015 £2,011) Reserves are held principally to enable the charitable company to provide financial assistance to almshouses, if the need arises, and to meet the administrative expenses of the charitable company. In the opinion of the directors, the charitable company has adequate reserves to meet its own costs as well as the foreseeable needs of the almshouse charities under management for at least one year. Surplus cash is held on deposit so as to be available to provide financial assistance to almshouses when needed.

Statement of directors' responsibilities

The directors are responsible for preparing the directors' report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the income and expenditure of the charitable company for that period.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable to the United Kingdom and Republic of Ireland (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable United Kingdom Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Each of the directors confirms that:

- so far as the director is aware, there is no relevant audit information of which the charitable company's auditor is unaware; and
- the director has taken all the steps that he/she ought to have taken as a director in order to make himself/herself aware of any relevant audit information and to establish that the charitable company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of s418 of the Companies Act 2006.

Director's report

For the year ended 31 December 2016

This report is prepared in accordance with the exemptions available to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

This report was approved by the Board and signed on its behalf by:



AP De Ritter

Secretary

17 March 2017

Billingbear Lodge
Maidenhead Road
Wokingham
Berkshire RG40 5R

The Leonard Hackett Memorial Trust: Registered Company Number 1531276

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE LEONARD HACKETT MEMORIAL TRUST

We have audited the financial statements of the Leonard Hackett Memorial Trust for the year ended 31 December 2016 which comprise the statement of financial activities, the balance sheet, the statement of cash flows, the principal accounting policies and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), including FRS 102, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland.

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out in the Trustees' Annual Report, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Directors' Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- ◆ give a true and fair view of the state of the charitable company's affairs as at 31 December 2016 and of its income and expenditure for the year then ended;
- ◆ have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- ◆ have been prepared in accordance with the requirements of the Companies Act 2006.

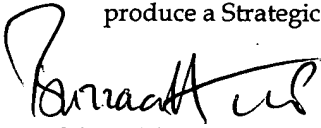
Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- ◆ adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us; or
- ◆ the financial statements are not in agreement with the accounting records and returns; or
- ◆ certain disclosures of trustees' remuneration specified by law are not made; or
- ◆ we have not received all the information and explanations we require for our audit.
- ◆ the directors were not entitled to prepare the financial statements and the directors' report in accordance with the small companies' regime and to take advantage of the small companies' exemption from the requirement to produce a Strategic Report.



Edward Finch, Senior Statutory Auditor
for and on behalf of Buzzacott LLP, Statutory Auditor
130 Wood Street
London
EC2V 6DL

29/4/17

Statement of Financial Activities
(incorporating an Income and Expenditure Account)
for the year ended 31 December 2016

	Notes	Unrestricted Funds	
		2016	2015
		£	£
Income and endowments from:			
Investments	2	<u>309</u>	<u>533</u>
Expenditure on:			
Charitable activities		-	-
Other costs	3	<u>2,576</u>	<u>2,544</u>
Total		<u>2,576</u>	<u>2,544</u>
Net movement in funds		(2,267)	(2,011)
Total funds brought forward		<u>30,109</u>	<u>32,120</u>
Total funds carried forward		<u><u>27,842</u></u>	<u><u>30,109</u></u>

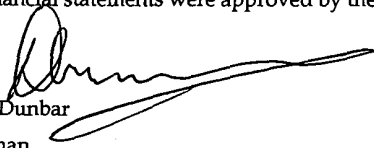
The Trust has no recognised gains and losses other than the net movement in funds for the financial year. All operations of the Trust continued through both periods and no operations were acquired or discontinued.

Balance Sheet

as at 31 December 2016

	Notes	2016	2015
		£	£
Current Assets:			
Debtors		2	-
Cash at bank		10,322	4,973
Short term deposits		<u>21,138</u>	<u>28,832</u>
<i>Total current assets</i>		31,462	33,805
Liabilities:			
Creditors: Amounts falling due within one year	4	<u>3,620</u>	<u>3,696</u>
<i>Net current assets</i>		<u>27,842</u>	<u>30,109</u>
Total net assets		<u>27,842</u>	<u>30,109</u>
The funds of the charity:			
Unrestricted funds		<u>27,842</u>	<u>30,109</u>

The financial statements were approved by the Trustee and signed on its behalf by:


Mr DJ Dunbar
Chairman

16 March 2017

Statement of Cash Flows

for the year ended 31 December 2016

	2016	2015
	£	£
Cash flows from operating activities		
<i>Net cash used in operating activities</i>	(2,654)	(2,632)
Cash flows from investing activities		
Dividends, interest and rent from investments	309	533
<i>Net cash provided by investing activities</i>	309	533
<i>Change in cash and cash equivalents in the reporting period</i>	(2,345)	(2,099)
Cash and cash equivalents at the beginning of the reporting period	33,805	35,904
<i>Cash and cash equivalents at the end of the reporting period</i>	31,460	33,805

Reconciliation of net income to net cash flow from operating activities

<i>Net income for the reporting period</i>		
<i>(as per the statement of financial activities)</i>	(2,267)	(2,011)
Adjustments for:		
Dividends, interest and rents from investments	(309)	(533)
(Increase)/Decrease in debtors	(2)	-
(Decrease) in creditors	(76)	(88)
<i>Net cash provided by/(used in) operating activities</i>	(2,654)	(2,632)

Analysis of cash and cash equivalents

Cash at bank and in hand	31,460	33,805
<i>Total cash and cash equivalents</i>	31,460	33,805

Notes to the Financial Statements

for the year ended 31 December 2016

1 Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are laid out below.

a) *Basis of preparation*

These financial statements have been prepared for the year to 31 December 2016. The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these financial statements.

The financial statements have been prepared in accordance with 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 United Kingdom and Republic of Ireland (Charities SORP FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are presented in sterling and are rounded to the nearest pound.

b) *Critical accounting estimates and areas of judgement*

Preparation of the financial statements requires the directors to make significant judgements and estimates. There are no such items.

c) *Going concern*

The Trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The trustees have made this assessment in respect to a period of one year from the date of approval of the financial statements.

The Trustees have concluded that there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern.

d) *Cash at bank*

Cash at bank represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition. Deposits for more than three months but less than one year have been disclosed as short term deposits.

e) *Debtors*

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid. They have been discounted to the present value of the future cash receipt where such discounting is material.

f) *Creditors*

Creditors and provisions are recognised where there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt. They have been discounted to the present value of the future cash payment where such discounting is material.

g) *Funds*

All funds are unrestricted. General funds are available for use at the discretion of the Trustee in furtherance of the general objectives of the Charity.

h) *Income*

All income is included in the SOFA when the charity is probably entitled to the income and the amount can be quantified with reasonable accuracy.

i) *Expenditure*

All expenditure is accounted for on an accruals basis and classified under headings which aggregate all costs relating to that category.

Notes to the Financial Statements

for the year ended 31 December 2016

2 Investment income	2016	2015
	£	£
Interest receivable	<u>309</u>	<u>533</u>
	<u>309</u>	<u>533</u>
3 Expenditure	2016	2015
	£	£
Charitable activities being the management of almshouses:		
Support costs	1,520	1,500
Other costs		
Auditor's remuneration, including expenses and VAT	<u>1,056</u>	<u>1,044</u>
	<u>2,576</u>	<u>2,544</u>
4 Creditors: Amounts falling due within one year	2016	2015
	£	£
National Association of Almshouses	2,564	2,652
Accruals	<u>1,056</u>	<u>1,044</u>
	<u>3,620</u>	<u>3,696</u>

5 Liability of members

The liability of members is limited to a sum not exceeding £1.

6 Taxation

As a charity, The Leonard Hackett Memorial Trust is exempt from taxation of income and gains falling within Section 505 of the Taxes Act 1988 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that they are applied for charitable purposes. No tax charge has arisen during the year.

7 Related Party

The Directors of the Charitable Company are also trustees of The National Association of Almshouses, which provides management services, and which has made advances to the Charity. The Charity paid a management fee of £1,520 (2015 - £1,500) to that Association. Details of the advances are given in Note 4.

Trustee's remuneration and expenses reimbursed were nil in both years.