

**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY**

**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 MARCH 2020**

**Company Registration number: 08390520**  
**Regulator of Social Housing Number: A2570**



## **THE HOPKINS AND SNEYD ALMSHOUSE CHARITY**

### **Annual Report and Financial Statements for the Year Ended 31 March 2020**

<b>Contents</b>	<b>Page</b>
General Information	3
Board Report	4 - 9
Independent Auditors' Report	10 - 12
Statement of Comprehensive Income	13
Statement of Changes in Reserves	14
Statement of Financial Position	15
Cash Flow Statement	16
Notes to the Financial Statements	17 - 26

---

## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

### General Information

<b>Board of Management</b>	Mrs D Bradbury Chair Mr D Cooper (resigned 14 July 2020) Mr R Francis (passed away 27 July 2020) Cllr M Grocott (passed away 21 November 2019) Mr T Jeffries Ms O Lyons (appointed 20 August 2020) Mr T Redford Father D Evans
<b>Secretary</b>	Mr M Thrasher
<b>Managing Agent</b>	Aspire Housing Limited
<b>Registered Office</b>	Kingsley The Brampton Newcastle-under-Lyme ST5 0QW
<b>Registered Company Number</b>	08390520
<b>Auditors</b>	Dains LLP 15 Colmore Row Birmingham B3 2BH
<b>Bankers</b>	Barclays Bank Plc 36 Town Road Hanley Stoke-on-Trent ST1 2PJ
<b>Investment Managers</b>	Investec Wealth & Investment Ltd The Colmore Building Colmore Circus Birmingham B4 6AT

Registered Charity Number: 1152689

Regulator of Social Housing registration number: A2570

## **THE HOPKINS AND SNEYD ALMSHOUSE CHARITY**

### **Board Report**

The Board of Management (the "Board") presents its Report and the audited financial statements for the year ended 31 March 2020.

### **Statement of Responsibilities of the Board of Management**

The Board are responsible for preparing the Annual Report and the financial statements in accordance with applicable laws and regulations.

Registered social housing legislation requires the Board to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Company and of its income and expenditure for that period. In preparing these financial statements, the Board are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 Company will continue in business

The Board are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Company and enables them to ensure that the financial statements comply with the Housing and Regeneration Act 2008 and the Accounting Direction for Private Registered Providers of Social Housing in England 2019. It has general responsibility for taking reasonable steps to safeguard the assets of the Company and to prevent and detect fraud and other irregularities.

### **Statement of disclosure of information to auditors**

We, the Board members of the Company who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

- there is no relevant audit information of which the Company's auditors are unaware; and
- we have taken all the steps that we ought to have taken as a Board in order to make ourselves aware of any relevant audit information and to establish that the Company's auditors are aware of that information.

### **Governance and Accountability**

The Board retains ultimate responsibility for all aspects of the Company's activities and normally meets quarterly. Membership of the Board is reviewed from time-to-time to ensure its composition is appropriate for both the present and future planned activities of the Company.

From time to time, specific committees are established to consider some of the detailed work in policy formulation, strategic planning and performance monitoring in relation to key activities,

Responsibility for the day-to-day management and implementation of the Company's policies and procedures is delegated to the Managing Agent's Management Team.

The Company substantially complies with the National Housing Federation's revised Code of Governance. The exception is as follows:

- D2 – as a small local based company with no executive team of its own, some of the Board operate in de facto executive capacity and their retention beyond non-executive terms of office is viewed as key to the Company's success.

## **THE HOPKINS AND SNEYD ALMSHOUSE CHARITY**

### **Board Report (continued)**

#### **Internal Controls Assurance**

The Board acknowledges that it is responsible for the Company's systems of internal control which are designed to produce reasonable but not absolute assurances regarding the safeguarding of assets, the maintenance of proper accounting records and the reliability of financial and other management information. The following procedures are in place, which are designed to produce effective internal control:

- An annual report to the Board from the Managing Agent on risk management and the Company's internal control processes.
- Clearly defined management and reporting structures set out in the Company's financial regulations and standing orders.
- Management information systems with quarterly reporting of financial results and key performance indicators compared with targets.
- Monitoring of control systems through audit.

#### **Arrangements for managing the risks of fraud**

The Company (via its managing agent) has robust arrangements in place for managing the risks of fraud.

These include:-

- prevention - the Company seeks to generate a strong anti-fraud culture supported by appropriate controls over operational and employment systems;
- detection - the Company has implemented comprehensive systems and procedures to detect evidence of fraud and to facilitate and encourage the reporting of fraud;
- investigation - the Company follows a comprehensive policy on fraud investigation and reporting and
- insurance - the Company has appropriate insurance cover in place to mitigate the potential financial losses associated with fraud.

There have been no weaknesses identified in the Company's internal controls which have resulted in material losses, contingencies or uncertainties which require disclosure in the financial statements.

#### **Charitable Donations**

The Company has made no donations during the course of the year (2019 – Nil).

#### **Public benefit**

The Board have each received the Charity Commissions' guidelines on public benefit.

The Company provides affordable accommodation for the benefit of the elderly within the Rugeley area.

The Board confirm that they have complied with their duty to have due regard to the Charity Commission's public benefit guidance when exercising any powers or duties to which the guidance is relevant.

## **THE HOPKINS AND SNEYD ALMSHOUSE CHARITY**

### **Board Report (continued)**

#### **Principal activity**

The principal activity of The Hopkins and Sneyd Almshouse Charity is the provision of affordable accommodation of the elderly within the Rugeley area.

The Company is registered with the Regulator of Social Housing.

Aspire Housing Limited (Aspire), a registered provider based in Newcastle-under-Lyme, is the managing agent.

#### **Review of Activities and Future Developments**

The results of the Company for the year ended 31<sup>st</sup> March 2020 are set out on page 13. The operating surplus was £143,384 (2019: £60,616) including the sale of a piece of land for £60,000. The net surplus for the year was £145,804 (2019: £56,253).

#### **Investment Powers, Policy and Performance**

The Board intend that the real value of the Company's investments be maintained over the long term. The investments are managed by Investec Wealth and Investment Ltd on behalf of the Company.

#### **Reserves Policy**

All surpluses generated are re-invested by the Company with the objectives of keeping the weekly maintenance contribution at an affordable level, to maintain existing homes in good condition, and to enable development of additional homes.

The Company has a separate revaluation reserve. This reserve relates to the difference between the historic cost and market value of the Company's investments. Any amount of the reserve which relates to current year disposals on investments is transferred to revenue reserves.

#### **Accommodation Managed by Others**

Management of the 47 (2019: 47) properties owned by the Company was undertaken by Aspire throughout the period. The Company has no other properties used for accommodation purposes.

#### **Environmental and Community Protection**

The Company recognises its business activities can have effects on the community and environment and has thus adopted the Trustees Corporate Policy on Environmental and Energy Conservation. It is the Company's policy to minimise any possible adverse effects of its operations through the application of high standards and establishment of best practices. In addition, the Company expects all parties connected with the delivery of its services to comply with all applicable laws and regulations.

#### **Employees**

The Company has no direct employees, as all services are provided by Aspire under the management arrangement.

## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

### Board Report (continued)

#### Value for Money

##### Objectives

The Company has identified Value for Money as one of its core priorities, alongside satisfaction of residents and level of services provided. Specifically the Company's objectives in this regard are to ensure that:

- Costs are transparent and comparable
- Costs and charging structures are commercially competitive
- It operates all its businesses in an ethical manner and uses surpluses generated to pursue the Company's charitable objectives
- The benefits to the taxpayer of their investment are clearly articulated, and
- It continues to strive to provide better services for a similar or lower cost base, year on year.

#### How the Company Delivers Value for Money

##### Transparent Cost Structure

The Company's operations are managed by Aspire, a third party. Aspire strives to ensure that costs are visible and highlight the extent to which the Company's activity is exposed to the market. Over time this combination of exposure and transparency will place a downward pressure on costs.

##### Input costs

Input costs include:

- Supplier costs (procurement);
- Management costs; and
- Borrowing costs

The Company has loans which have been secured on the housing properties which it operates in order to reduce the interest charges payable.

##### Optimising returns on assets and investments

The Company's physical assets serve a single purpose in providing housing and support services to the elderly. Therefore to maximise the returns made on these properties means ensuring each property is being used to their full potential and minimising the time each property is not used.

The Company has a portfolio of investments, which is administered by Investec. This relationship has been established to maximise the potential returns from the Company's Investments. It is believed that the expertise and experience of Investec are good value for money against the returns made.

##### Taxpayer Returns

The Company currently holds £1.4 million of government grants against housing property assets. The Company is committed to making sure that this property is used for the good of the community.

The grant has ensured the continuing operation of the Company, meaning that the residents and the wider community all benefit from the government investment.

**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY****Board Report (continued)****Value for Money metrics and targets**

The new Value for Money standard published by the Regulator of Social Housing require Registered Providers to report on a number of Value for Money metrics within their financial statements, and these are set out in table below.

**Regulator of Social Housing metrics**

	Hopkins & Sneyd			Global accounts 18-19	
	2018-19 Actual	2019-20 Actual	2020-21 Target	Median	1 <sup>st</sup> Quartile
Re-investment %	3.9%	3.9%	3.2%	6.2%	9.1%
New Supply - social housing %	0.0%	0.0%	0.0%	1.2%	2.4%
Gearing	-1.9%	-3.2%	-3.8%	41.8%	30.4%
EBITDA-MRI interest cover	10.9%	361.0%	193.6%	192.8%	271.8%
Headline social housing cost per unit	£6,467	£6,283	£6,855	£3,641	£3,161
Operating margin (social housing units)	19.6%	44.6%	23.5%	26.5%	32.3%
Operating margin (overall)	19.4%	25.9%	23.4%	23.4%	29.3%
Return on capital employed (ROCE)	2.1%	4.8%	2.5%	3.3%	4.4%

The reinvestment and new supply metrics reflect the work done on properties in the year and no recent development activity.

Gearing remains low with high levels of cash resources held which are higher than the outstanding loan balance. As the loans are at fixed interest rates there is no financial benefit to breaking from the fix. Accordingly benchmarked against the sector gearing is in top quartile performance. The Company also hold investments which provide a return which supplements the Company's income.

Interest cover is influenced in 2020 by the disposal of land in the year and will return to more normal levels in 2020-21.

The Company's overall social housing cost per unit reduced from £6,467 in 2018-19 to £6,283 in 2019-20. This is forecast to increase again to £6,855 in 2020-21. The high costs compared to benchmark are reflective of the high level of service charges as the majority of the properties are sheltered scheme type accommodation. The costs also reflect the investment in properties; this investment provides a high standard of homes and results in extremely low void levels.

Operating margin levels, as a consequence of the high level of service charge income, recharged at cost, are low compared to sector benchmarks. Board acknowledge that the level of return is commensurate with the charitable objectives of the Company.

Return on capital employed is increasing as a result of the investment in additional properties. The levels of return are at the lower end of sector benchmarks but at the expected levels of return the Board require for future investment in homes.



## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

### Board Report (continued)

#### Social and environmental benefits

As a Charitable organisation working closely with the community, a large part of the value the Company creates can be seen in the social and economic benefits generated in the neighbourhoods where it operates.

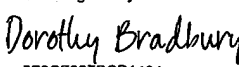
Aspire is committed to operating its businesses (including managed organisations such as the Company) in an ethical and responsible manner and has a team of staff dedicated to its corporate social responsibility and activities.

#### **Auditors**

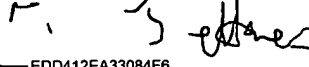
A proposal to reappoint Dains LLP as auditors will be put forward at the Annual General Meeting.

In preparing this report the Board have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

The Board report was approved on 20 August 2020 and signed on its behalf by:

DocuSigned by:  
  
5F9CF927BCD1404...

Mrs D Bradbury  
**Chair**

DocuSigned by:  
  
EDD412EA33084F6...

Mr T Jeffries  
**Board Member**

## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

### Independent Auditor's Report to the Board of The Hopkins and Sneyd Almshouse Charity

#### Opinion

We have audited the financial statements of The Hopkins and Sneyd Almshouse Charity (the 'Company') for the year ended 31 March 2020 which comprise the Statement of Comprehensive Income, the Statement of Changes in Reserves, the Statement of Financial Position and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Company's affairs as at 31 March 2020, and of its incoming resources and application of resources, including 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, the Housing and Regeneration Act 2008 and the Accounting Direction for Private Registered Providers of Social Housing in England 2019.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the board's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the board has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **THE HOPKINS AND SNEYD ALMSHOUSE CHARITY**

### **Independent Auditor's Report to the Board of The Hopkins and Sneyd Almshouse Charity (continued)**

#### **Other information**

The board is responsible for the other information. The other information comprises the information included in the Board Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Board Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Board Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the Company and its environment obtained in the course of the audit, we have not identified material misstatements in the Board Report.

We have nothing to report in respect of the following matters in relation to which 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; or
- the board was not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the Board Report and from the requirement to prepare a strategic report.

In addition, we have nothing to report in respect of the following matter where the Housing and Regeneration Act 2008 requires us to report to you if, in our opinion:

- a satisfactory system of control over transactions has not been maintained.

## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

### Independent Auditor's Report to the Board of The Hopkins and Sneyd Almshouse Charity (continued)

#### Responsibilities of the board

As explained more fully in the Board's responsibilities statement set out on page 4, the board members (who are also the directors of the 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, and for such internal control as the board determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the board is responsible for assessing the Company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the board either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

#### Auditor's responsibilities for the audit of the financial statements

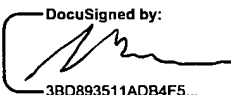
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

~~We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.~~

#### Use of our report

This report is made solely to the Company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and section 137 of the Housing and Regeneration Act 2008. Our audit work has been undertaken so that we might state to the Company'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 Company and the Company's members as a body, for our audit work, for this report, or for the opinions we have formed.

DocuSigned by:  
  
3BD893511ADB4F5...

*Andrew Morris FCA (Senior Statutory Auditor)  
For and on behalf of Dains LLP*

*Statutory Auditor  
Chartered Accountants*

*Birmingham*

20 August 2020


## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

## Statement of Comprehensive Income for the Period to 31 March 2020

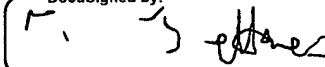
	Notes	2020 £	2019 £
Turnover	2	321,378	309,949
Operating costs	2	(237,994)	(249,333)
Gain on disposal of housing properties		60,000	-
Operating surplus	2,4	<u>143,384</u>	<u>60,616</u>
Deficit on Sale of Investments		(796)	(3,842)
Interest receivable and similar income	8	16,632	13,000
Interest payable and similar charges	9	(13,416)	(13,521)
Surplus for the year	18	<u><u>145,804</u></u>	<u><u>56,253</u></u>

The above surpluses relate wholly to continuing activities.

Approved by the Board on 20 August 2020 and signed on their behalf by:

DocuSigned by:  
  
 5F9CF927BCD1404...

Mrs D Bradbury  
Chair

DocuSigned by:  
  
 EDD412EA33084F6...

Mr T Jeffries  
Board Member

The notes on pages 17 to 26 form part of these financial statements.

**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY****Statement of Changes in Reserves**

	<b>Revenue Reserve</b>	<b>Revaluation Reserve</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>At 1 April 2018</b>	1,387,957	40,006	1,427,963
Total comprehensive income for the year	56,253	16,509	72,762
Transfers (for realised gains on investments)	(2,572)	2,572	-
<b>At 1 April 2019</b>	1,441,638	59,087	1,500,725
Total comprehensive income for the year	<b>145,804</b>	<b>(59,471)</b>	<b>86,333</b>
Transfers (for realised losses on investments)	<b>(384)</b>	<b>384</b>	<b>-</b>
<b>At 31 March 2020</b>	<b>1,587,058</b>	<b>-</b>	<b>1,587,058</b>

The notes on pages 17 to 26 form part of these financial statements.

## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

## Statement of Financial Position as at 31 March 2020

Company registered number: 08390520

	Notes	2020 £	2019 £
<b>FIXED ASSETS</b>			
Properties – depreciated cost	10	2,232,150	2,174,160
Other operating assets	11	118,057	97,385
Investments	12	498,844	562,710
		<u>2,849,051</u>	<u>2,834,255</u>
<b>CURRENT ASSETS</b>			
Debtors due within one year	13	16,234	12,333
Cash at bank and in hand		195,024	163,869
		<u>211,258</u>	<u>176,202</u>
<b>CREDITORS:</b> Amounts falling due within one year	14	(89,146)	(103,930)
		<u>122,112</u>	<u>72,272</u>
<b>NET CURRENT ASSETS</b>			
		<u>2,971,163</u>	<u>2,906,527</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			
<b>CREDITORS:</b>			
Amounts falling due after more than one year	15	(1,384,105)	(1,405,802)
		<u>1,587,058</u>	<u>1,500,725</u>
<b>TOTAL NET ASSETS</b>			
<b>RESERVES</b>			
Revaluation Reserve	18	-	59,087
Revenue reserve	18	1,587,058	1,441,638
		<u>1,587,058</u>	<u>1,500,725</u>

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006.

The financial statements were approved and authorised for issue by the Board on 20 August 2020 and signed on their behalf by:

DocuSigned by:

Dorothy Bradbury

Mrs D Bradbury  
Chair

DocuSigned by:

Mr T Jeffries

EDD412EA33084F6...

Mr T Jeffries  
Board Member

The notes on pages 17 to 26 form part of these financial statements.

**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY****Cash Flow Statement for the Year Ended 31 March 2020**

	Notes	2020 £	2019 £
<b>NET CASH GENERATED FROM OPERATING ACTIVITIES</b>	17	<b>90,523</b>	<b>83,689</b>
<b>CASH FLOW FROM INVESTING ACTIVITIES</b>			
Purchase of tangible fixed assets		(124,720)	(126,249)
Disposal in the period		60,000	-
Grants received		-	166,500
Proceeds from sales of investments		27,570	79,444
Purchase of investments		(33,374)	(143,013)
Interest receivable		16,632	13,000
<b>NET CASH OUTFLOW FROM INVESTING ACTIVITIES</b>		<b>(53,892)</b>	<b>(10,318)</b>
<b>CASH FLOW FROM FINANCING ACTIVITIES</b>			
Interest payable		(13,416)	(13,521)
<b>NET CASH OUTFLOW FROM FINANCING ACTIVITIES</b>		<b>(13,416)</b>	<b>(13,521)</b>
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS</b>		<b>23,215</b>	<b>59,850</b>
<b>CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR</b>		<b>86,488</b>	<b>26,638</b>
<b>CASH AND CASH EQUIVALENTS AT END OF YEAR</b>		<b>109,703</b>	<b>86,488</b>
<b>CASH AND CASH EQUIVALENTS CONSISTS OF:</b>			
Cash at bank and in hand		195,024	163,869
Cash held by investment managers		31,953	41,356
Bank loans	15	(117,274)	(118,737)
<b>CASH AND CASH EQUIVALENTS AT 31 MARCH</b>		<b>109,703</b>	<b>86,488</b>

The notes on pages 17 to 26 form part of these financial statements.



## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

### Notes to the Financial Statements for the Year Ended 31 March 2020

#### 1. Principal Accounting Policies

The company is a private company, limited by guarantee and incorporated in the United Kingdom under the Companies Act 2006, is a registered charity under the Charities Act 2011, and is a Registered Provider of Social Housing. The address of the registered office is given on page 3 of these financial statements. The nature of the Company's activities is the provision of social housing.

The Company constitutes a public benefit entity as defined by Financial Reporting Standard 102.

The financial statements have been prepared in accordance with applicable United Kingdom financial reporting standards, including Financial Reporting Standard 102 *The Financial Standard Applicable in the UK and Republic of Ireland* and comply with the Statement of Recommended Practice for Social Housing Providers 2018 and the Accounting Direction for Private Registered Providers of Social Housing in England 2019. The financial statements are also prepared under the requirements of the Housing and Regeneration Act 2008 and the Companies Act 2006. The financial statements have been prepared on a going concern basis.

#### Accounting convention

The financial statements are prepared under the historical cost convention, except as modified by the revaluation of investments.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

#### Turnover

Turnover is measured at the fair value of the consideration received or receivable.

Turnover represents rental and service charges income receivable in the year (net of rent and service charge losses from voids) and Supporting People income.

#### Tangible fixed assets

Properties are stated at cost less accumulated depreciation. The cost of such properties includes the following:

- a) Cost of acquiring land and buildings;
- b) Construction costs including internal equipment and fitting;
- c) Directly attributable development administration costs;
- d) Cost of capital employed during the development period;
- e) Expenditure incurred in respect of improvements and extensions to existing properties;
- f) Construction costs incurred but not yet certified at the Balance Sheet date.

Freehold land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their cost to their residual values over their estimated useful lives, as follows:

Structure	50 – 100 years
Door and entry systems	10 – 40 years
Bathrooms	40 years
External works	15 – 20 years
Heating system	30 – 40 years
Kitchens	30 years
Lifts	10 years
Green technologies	25 years
Roof coverings	50 years
Windows	40 years
Electrical wiring	30 years
Furniture and Equipment	20 years
Boilers	15 years

## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

### Notes to the Financial Statements for the Year Ended 31 March 2020 (continued)

#### 1. Principal Accounting Policies (continued)

##### Tangible fixed assets (continued)

Expenditure on housing properties which is either capable of generating increased future rents, extends their useful life, or significantly reduces future maintenance costs, is capitalised.

All other repairs and maintenance are charged to the Statement of Comprehensive Income during the financial year in which they are incurred.

##### Impairment

All properties are considered for impairment annually and detailed reviews of assets for impairment are carried out if there is an indication that impairment has occurred or if they are not being depreciated.

##### Social Housing Grant (SHG) and other grants

Social Housing Grant (SHG) is receivable from Homes England and is utilised to reduce the capital costs of housing properties, including land costs. SHG and other grants are held as a deferred asset (income) on the Statement of Financial Position and amortised to the Statement of Comprehensive Income, within turnover, over the life of the main fabric of the property to which it relates.

SHG due from Homes England or received in advance is included as a current asset or liability on the Statement of Financial Position. SHG received in respect of revenue expenditure is credited to the Statement of Comprehensive Income in the same period as the expenditure to which it relates.

SHG is subordinated to the repayment of loans by agreement with Homes England. SHG released on the sale of a property may be repayable but is normally available to be recycled and is credited to a Recycled Capital Grant Fund and included on the Statement of Financial Position in creditors.

##### Investments

Investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price. Gains and losses arising on revaluation and disposals throughout the year are recognised through the Statement of comprehensive income.

##### Debtors

Short term debtors are measured at transaction price, less any impairment.

##### Cash at bank and in hand

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours.

##### Creditors

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

##### Loans and borrowings

Loans and borrowings are initially recognised at the transaction price including transaction costs. Subsequently, they are measured at amortised costs using the effective interest rate method, less impairment. If an arrangement constitutes a financing transaction it is measured at present value.

## **THE HOPKINS AND SNEYD ALMSHOUSE CHARITY**

### **Notes to the Financial Statements for the Year Ended 31 March 2020 (continued)**

#### **1. Principal Accounting Policies (continued)**

##### **Provisions**

Provisions are recognised when the Company has an obligation at the balance sheet date as result of a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

##### **Financial instruments**

The Company only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at a transaction value and subsequently measures at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

##### **Property Managed by Agents**

As the company carries the financial risk on property managed by agents, all the income and expenditure arising from the property is included in the Statement of Comprehensive Income.

##### **Judgements and key sources of estimation uncertainty**

The following judgements have been made in the process of applying the above accounting policies that have had the most significant effect on amounts recognised in the financial statements:

Housing properties are stated at cost less any provision for impairment (representing a diminution in the recoverable service potential of the asset below its carrying value in the balance sheet) less depreciation. Cost includes the cost of acquiring land and buildings, development costs, interest charges incurred during the development and expenditure incurred in respect of improvements. Indicators of impairment would include significant changes in the market or economic environment in which the Company operates, higher levels than expected of unplanned maintenance expenditure on housing property assets or a material increase in the level of voids which exceeds those forecast.

Tangible fixed assets are depreciated over their useful lives taking into account residual values where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. In re-assessing the assets lives, factors such as product lifecycles and maintenance programmes are taken into account. Residual values consider such things as future market conditions, the remaining life of the asset and projected disposal values, plans to dispose of an asset before the previously expected date, and changes in funding which impact on the future viability of schemes resulting in assets being no longer required.

Grants for capital expenditure are recognised as deferred income and released to other comprehensive income annually over the life of the main fabric of the property to which they relate.

An allowance for doubtful debts is maintained for estimated losses resulting from the ability of the Company's former residents to make required payments, based on regular assessment by the Board.

## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

## Notes to the Financial Statements for the Year Ended 31 March 2020 (continued)

## 2. Turnover, Operating Costs and Operating Surplus

	2020	2020	2020	2019	2019	2019
	Turnover	Operating costs	Operating surplus	Turnover	Operating costs	Operating surplus
	£	£	£	£	£	£
Social Housing Lettings (Note 3)	321,128	(237,994)	83,134	309,247	(249,333)	59,914
	<u>321,128</u>	<u>(237,994)</u>	<u>83,134</u>	<u>309,247</u>	<u>(249,333)</u>	<u>59,914</u>
<b>Other</b>						
Other social housing activities	250	-	250	702	-	702
Gain on disposal of housing properties			60,000			-
	<u>250</u>	<u>-</u>	<u>60,000</u>	<u>702</u>	<u>-</u>	<u>702</u>
<b>Total</b>	<b>321,378</b>	<b>(237,994)</b>	<b>143,384</b>	<b>309,949</b>	<b>(249,333)</b>	<b>60,616</b>
	<u><u>321,378</u></u>	<u><u>(237,994)</u></u>	<u><u>143,384</u></u>	<u><u>309,949</u></u>	<u><u>(249,333)</u></u>	<u><u>60,616</u></u>

## 3. Income and Expenditure from Social Housing Lettings

	2020	2019
	Rented housing £	Rented housing £
<b>Income from lettings</b>		
Maintenance Contributions	211,153	205,022
Service charges	91,418	88,335
Amortised government grants	20,578	20,578
<b>Gross rental income</b>	<b>323,149</b>	<b>313,935</b>
	<u>323,149</u>	<u>313,935</u>
Voids	(2,021)	(4,688)
<b>Turnover from social housing lettings</b>	<b>321,128</b>	<b>309,247</b>
	<u>321,128</u>	<u>309,247</u>
<b>Expenditure on lettings</b>		
Management	(116,423)	(115,684)
Services	(44,195)	(45,827)
Routine maintenance	(39,260)	(48,519)
Bad debt charges	(705)	(4,793)
Depreciation	(37,411)	(34,510)
<b>Operating costs from social housing lettings</b>	<b>(237,994)</b>	<b>(249,333)</b>
	<u>(237,994)</u>	<u>(249,333)</u>
<b>Operating surplus from social housing lettings</b>	<b>83,134</b>	<b>59,914</b>
	<u>83,134</u>	<u>59,914</u>

**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY****Notes to the Financial Statements for the Year Ended 31 March 2020 (continued)****4. Operating Surplus**

	2020	2019
	£	£
The operating surplus is arrived at after charging/ (crediting):		
Amortisation of government grants	(20,578)	(20,578)
Depreciation of properties - residential freehold	37,411	34,510
Depreciation of operating fixed assets	8,647	7,835
Auditors' remuneration - audit services	<u>4,560</u>	<u>4,529</u>

**5. Taxation**

The registered provider has charitable status and is therefore exempt from U.K. Corporation Tax under Section 505 of the Income and Corporation Taxes Act 1988.

**6. Board Emoluments**

None of the Board received remuneration for their services (2019 – £Nil).

**7. Employee Information**

The Company employs no staff directly but is charged for staffing by the managing agent.

**8. Interest Receivable and Similar Income**

	2020	2019
	£	£
Interest receivable from:		
Short-term cash deposits	458	560
Other	16,174	12,440
	<u>16,632</u>	<u>13,000</u>

**9. Interest Payable and Similar Charges**

	2020	2019
	£	£
Bank loans, overdrafts and other loans:		
Repayable wholly or partly in more than 5 years	13,416	<u>13,521</u>

## THE HOPKINS AND SNEYD ALMSHOUSE CHARITY

13,416

13,521

## Notes to the Financial Statements for the Year Ended 31 March 2020 (continued)

## 10. Fixed Assets - Properties

Freehold Land and Buildings	Completed	Under Construction	Total
	£	£	£
<b>Cost</b>			
At 1st April 2019	2,384,164	-	2,384,164
Additions during the period	95,401	-	95,401
Disposals	(17,483)	-	(17,483)
<b>At 31 March 2020</b>	<b>2,462,082</b>	<b>-</b>	<b>2,462,082</b>
<b>Depreciation</b>			
At 1st April 2019	210,004	-	210,004
Charge for the period	37,411	-	37,411
Released on disposals	(17,483)	-	(17,483)
<b>At 31 March 2020</b>	<b>229,932</b>	<b>-</b>	<b>229,932</b>
<b>Depreciated Cost</b>	<b>2,232,150</b>	<b>-</b>	<b>2,232,150</b>

## Social Housing Assistance

	2020	2019
	£	£
Total SHG due by 31 March	<b>1,440,425</b>	<b>1,440,425</b>
Recognised in the Statement of Comprehensive Income	<b>151,897</b>	<b>131,319</b>
Held as deferred income	<b>1,288,528</b>	<b>1,309,106</b>
	<b>1,440,425</b>	<b>1,440,425</b>

**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY****Notes to the Financial Statements for the Year Ended 31 March 2020 (continued)****11. Fixed Assets – Other Operating Assets**

	Furniture and Equipment £
<b>Cost</b>	
At 1 <sup>st</sup> April 2019	123,787
Additions	29,319
<b>At 31 March 2020</b>	<b>153,106</b>
<b>Depreciation</b>	
At 1 <sup>st</sup> April 2019	26,402
Charge for period	8,647
<b>At 31 March 2020</b>	<b>35,049</b>
<b>Net Book Value</b>	
<b>At 31 March 2020</b>	<b>118,057</b>
At 31 March 2019	97,385

**12. Investments**

<b>Fixed asset investments</b>	<b>Listed 2020 £</b>	<b>Listed 2019 £</b>
At 1 <sup>st</sup> April	521,354	445,118
Additions	33,374	143,013
Disposals	(28,366)	(83,286)
Revaluation	(59,471)	16,509
<b>At 31 March</b>	<b>466,891</b>	<b>521,354</b>
Cash held by investment managers	31,953	41,356
<b>Total Investments</b>	<b>498,844</b>	<b>562,710</b>

At 31 March 2020 the historical cost of listed investments was £467,185 (2019: £463,115).

**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY****Notes to the Financial Statements for the Year Ended 31 March 2020 (continued)****13. Debtors**

	2020	2019
	£	£
Maintenance Contribution debtors	1,526	2,148
Prepayments and other debtors	14,708	10,185
	<u>16,234</u>	<u>12,333</u>

Maintenance contribution debtor balances are net of a provision of £1,988 (2019: £4,793).

**14. Creditors: Amounts Falling Due Within One Year**

	2020	2019
	£	£
Bank loans and mortgages	1,119	1,463
Trade creditors	2,347	1,500
Grants to be amortised within one year	20,578	20,578
Other creditors and accruals	65,102	80,389
	<u>89,146</u>	<u>103,930</u>

**15. Creditors: Amounts Falling Due After More Than One Year**

	2020	2019
	£	£
Bank loans and mortgages	116,155	117,274
Government grants	1,267,950	1,288,528
	<u>1,384,105</u>	<u>1,405,802</u>

Based on the lender's earliest repayment date, bank loans fall due as follows:

	2020	2019
	£	£
Due within one year	1,119	1,463
Due in more than one year but less than five years	5,948	5,325
Due in more than five years	110,207	111,949
	<u>117,274</u>	<u>118,737</u>

The Company has provided security in the form of charges on housing stock for its loan at the balance sheet date. The loan is subject to fixed repayment terms with an interest rate of 11.37%.



**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY****Notes to the Financial Statements for the year Ended 31 March 2020 (continued)****16. Deferred Capital Grant**

	2020	2019
	£	£
At 1 April	1,309,106	1,329,684
Released to income in the year	(20,578)	(20,578)
At 31 March	<u>1,288,528</u>	<u>1,309,106</u>

**17. Reconciliation of Operating Surplus to Net Cash Inflow from Operating Activities**

	2020	2019
	£	£
<b>Surplus for the period</b>	<b>145,804</b>	<b>56,253</b>
Depreciation of housing properties	37,411	34,510
Depreciation of other fixed assets	8,647	7,835
Amortisation of grants	(20,578)	(20,578)
(Increase) / Decrease in debtors	(3,901)	3,814
Decrease in creditors	(14,440)	(2,508)
Losses /(Gains) on investments	796	3,842
	<u>153,739</u>	<u>83,168</u>
<b>Adjustments for Investing or Financing Activities</b>		
Gain on sale of property	(60,000)	-
Interest payable	13,416	13,521
Interest received	(16,632)	(13,000)
	<u>90,523</u>	<u>83,689</u>
<b>Net Cash Inflow from Operating Activities</b>	<b>90,523</b>	<b>83,689</b>

**18. Reserves****a) Revenue Reserve**

The revenue reserve represents cumulative surplus and deficits net of other adjustments.

**b) Revaluation Reserve**

The revaluation reserve represents increases and decreases in the value of listed fixed asset investments which have not yet been realised.

**THE HOPKINS AND SNEYD ALMSHOUSE CHARITY****Notes to the Financial Statements for the year Ended 31 March 2020 (continued)****19. Capital Commitments**

	2020	2019
	£	£
Expenditure contracted for but not provided in the accounts	-	-

**20. Related Party Transactions**

The Hopkins and Sneyd Almshouse Charity, an unincorporated charity, which is a linked charity with no trading activity or assets, has a permanent endowment over some of the Company's properties.

**21. Company Limited by Guarantee**

The company is limited by guarantee and does not have a share capital. The liability of each member in the event of winding up is limited to £1.

**22. Financial instruments**

The Company's financial instruments may be analysed as follows:

	2020	2019
	£	£
<b>Financial assets</b>		
Financial assets measured at amortised cost		
Cash at bank and in hand	195,024	163,869
Accrued income	7,654	4,399
Other debtors	7,054	3,343
<b>Financial liabilities</b>		
Financial liabilities measured at amortised cost		
Trade creditors	2,347	1,500
Accruals	52,189	33,387
Other creditors	12,913	46,030