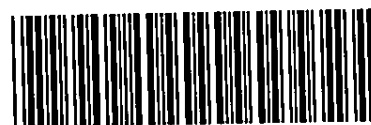


# **GREENSLEEVES HOMES TRUST**

## **ANNUAL REPORT AND CONSOLIDATED FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2009**

THURSDAY



A83      \*A9JI5H17\*      217  
COMPANIES HOUSE

# **GREENSLEEVES HOMES TRUST**

**(A Company limited by Guarantee not having a share capital –  
Company Registered Number 03260168)**

**(Charity Registration Number 1060478)**

## **ANNUAL REPORT AND CONSOLIDATED FINANCIAL STATEMENTS**

**YEAR ENDED 31 MARCH 2009**

**GREENSLEEVES HOMES TRUST**  
**ANNUAL REPORT**  
**YEAR ENDED 31 MARCH 2009**

**CONTENTS**

|  |    |
|--|----|
| LEGAL AND ADMINISTRATIVE DETAILS               | 1  |
| REPORT OF THE BOARD OF TRUSTEES                | 2  |
| STATEMENT OF TRUSTEES' RESPONSIBILITIES        | 12 |
| INDEPENDENT AUDITOR'S REPORT                   | 13 |
| CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES | 14 |
| CONSOLIDATED AND CHARITY BALANCE SHEETS        | 15 |
| CONSOLIDATED CASH FLOW STATEMENT               | 16 |
| NOTES TO THE CONSOLIDATED ACCOUNTS             | 17 |

# **GREENSLEEVES HOMES TRUST**

## **LEGAL AND ADMINISTRATIVE DETAILS**

(A Company limited by Guarantee not having a share capital – Company Registered Number 03260168)  
(Charity Registration Number 1060478)

### **TRUSTEES**

Mr D E Ballard (Chairman)  
Mrs E A Boot  
Ms C Brown  
Mrs A Cleland CBE (Retired 22 April 2008)  
Mr R W Douglas  
Mrs R Friend  
Mr M Girling (Appointed 28 April 2009)  
Mr M J Holt (Appointed 20 May 2008)  
Mrs J A Macdonald (Retired 1 November 2008)  
Mrs B Mills MBE (Retired 28 April 2009)  
Mr K Murali  
Mr P Varney (Appointed 28 April 2009)  
Mr J C Wylie (Deputy Chairman)

### **COMPANY SECRETARY**

Ms K James

### **CHIEF EXECUTIVE**

Ms K James

### **REGISTERED OFFICE**

Unit 2 Regent Terrace  
Rita Road  
London  
SW8 1AW

### **REGISTERED AUDITOR**

Chantrey Vellacott DFK  
Russell Square House  
10/12 Russell Square  
London  
WC1B 5LF

### **BANKERS**

Lloyds TSB Bank Plc  
2<sup>nd</sup> Floor  
39 Threadneedle Street  
London EC2R 8AU

### **SOLICITORS**

Moon Beaver  
24-26 Bloomsbury Square  
London  
WC1A 2PL

### **INVESTMENT ADVISORS**

Tilney Private Wealth Management  
25 Melville Street  
Edinburgh  
EH3 7PE

**GREENSLEEVES HOMES TRUST**  
**REPORT OF THE BOARD OF TRUSTEES**  
**(INCORPORATING THE REPORT OF THE DIRECTORS)**  
**FOR THE YEAR ENDING 31 MARCH 2009**

The Trustees, who are the directors for the purposes of the Companies Act 1985, present the report and financial statements of Greensleeves Homes Trust ("the Trust" / "the Charity") for the year ended 31 March 2009.

### **Structure, Governance and Management**

Greensleeves Homes Trust is a company limited by guarantee and a registered charity. Its governing instrument is the Memorandum and Articles of Association incorporated on 8 October 1996.

During the year, the Trust's Memorandum and Articles were comprehensively revised with a special resolution being presented at the November AGM at which they were subsequently adopted. The main changes included:

- removing the requirement to hold future Annual General Meetings
- the introduction of a new 'Friends of Greensleeves' group
- the establishment of Trustees as the only members of the Company whose liability on the winding up of the Charity is £1 each.
- setting the size of the quorum for any sub-committees of the charity to two Trustees
- various further amendments to bring the Memorandum and Articles in line with the new provisions of the Companies Act 2006

### **The Trustees**

As at 31 March 2009 the Board of Trustees comprised nine members who are responsible for the overall policy, direction and strategy of the Trust and for the oversight of its financial affairs. All attend Trustees' meetings, held throughout the year, at which the important matters affecting the Trust are discussed and decisions made.

All Trustees are issued with relevant key documentation including the Memorandum and Articles of Association, current annual budgets and business plans, as well as information about regulatory requirements in the care sector. They are kept informed of any developments within the Trust and in legislation affecting the Trust by the Chief Executive's Update which is issued on a monthly basis and, of course, in detailed papers prior to each Board Meeting.

The current Trustees come from a wide range of backgrounds and provide the Trust with a high calibre of expertise and advice, something that ordinarily we would have to obtain from other sources at a cost.

Over the past year or so, a number of long standing Trustees have retired. These included Alice Cleland in April 2008, Judy Macdonald, the Trust's Chairman, in November 2008 and in April 2009, Barbara Mills. During their terms of office, all three have helped with the development of the Trust to bring it to the position it is now in. The remaining Trustees thank them for all their input during their trusteeships.

With the retirements, David Ballard was elected as the Trust's new Chairman at the November meeting and a further three new Trustees have been appointed. The new appointees have backgrounds in the human resources, hospitality and marketing sectors further expanding the Board's skills base.

### **Audit & Risk Management Committee**

The Audit & Risk Management Committee is formed of three Trustees and its responsibility is to oversee all systems, controls and processes that may have an impact on the Trust's ability to meet its objectives by ensuring:

- Effective audit functions, both external and internal, are in place
- Adequate risk management processes
- An adequate internal control environment is established

**GREENSLEEVES HOMES TRUST**  
**REPORT OF THE BOARD OF TRUSTEES**  
**(INCORPORATING THE REPORT OF THE DIRECTORS)**  
**FOR THE YEAR ENDING 31 MARCH 2009**

**Audit & Risk Management Committee - continued**

During the year, two Committee meetings were held. Agenda items included meeting with the auditor to discuss year end audit findings, investments, updating the risk register, budget preparation and internal audit findings.

**Property Committee**

With the number of home developments currently in process and our desire to expand the Trust's portfolio of homes, it was agreed that a Property Committee should be formed. This Committee is formed of four Trustees and is responsible for providing the Board, the Chief Executive and management team with reports and advice on property related issues, consistent with the Trust's objectives. In particular, it will advise on the possible purchase of new properties / land for the development of new build facilities, and the terms on which these should be pursued. The Committee met twice during the year.

**Risk Assessment**

The responsibility of identifying possible areas of risk that could affect the Trust has been delegated to appropriate members of the Management Team, which is comprised of senior members of head office staff. It is their responsibility to identify risks, undertake risk assessments and review the same on a regular basis particularly in business, operational and financial areas. The Management Team carry out a variety of internal controls on a regular basis to ensure that any potential problems are identified as soon as possible.

These internal controls include;

- monthly visits to the homes by a rotation of head office staff who carry out Regulation 26 inspections as required by the Care Quality Commission (formerly the Commission for Social Care Inspection).
- regular inspections of each home's financial records by the Trust's Financial Controller to ensure that everything is in order and that there is no potential misappropriation of the Trust's funds; and
- continued training of staff to ensure that they have the relevant skills and knowledge to meet the needs of Trust.

Trustees are kept fully informed at each Trustees' meeting and through reports between meetings.

During the year, an annual review of the Trust's Risk Register was undertaken. The outcome was that there were no significant new risks and that all current risks were identified.

**GREENSLEEVES HOMES TRUST**  
**REPORT OF THE BOARD OF TRUSTEES**  
**(INCORPORATING THE REPORT OF THE DIRECTORS)**  
**FOR THE YEAR ENDING 31 MARCH 2009**

**Management and Staffing**

The Trust's Chief Executive is responsible for the day to day operation of the Trust on behalf of the Trustees, to develop and strengthen the services provided within the framework set by the Trustees, to ensure staff are recruited who understand the Trust's values and the regulatory requirements in the care sector, and to optimise the use of the Trust's property assets.

The Chief Executive is assisted by the Deputy Chief Executive whose role is to provide strategic and operational leadership to the Trust ensuring that regulatory requirements are met, ensure agreed standards of service are maintained within budget and identify new income streams and development opportunities

Other key members of staff who assist with the day to day running of the Trust are:

- Financial Controller – Responsible for all financial reporting and forecasting.
- Care Services and Training Manager – Responsible for ensuring continuing high standards in the Trust's services, in line with guidelines set by the Care Quality Commission (formerly the Commission for Social Care Inspections) and also overseeing the Trust's training programme.
- Operations Managers – Also responsible for ensuring continuing high standards in the Trust's services.
- Home Managers – Responsible for the management and day to day business of each home.
- Property Manager – Responsible for ensuring that our homes are properly maintained, remain fit for purpose and comply with appropriate regulations including health and safety legislation.
- HR Adviser – Responsible for the human resources function.
- Chief Executive's PA.
- Training and Administration Officer.

The Management Team is involved in forward planning and the agreement of the prime objectives of the Trust.

Throughout the year, the home managers attend a variety of seminars and Trust wide training events to ensure that they are kept informed of any care, HR and health and safety issues. External speakers are invited to attend the events to share their knowledge and experience.

**Equal Opportunities**

Greensleeves Homes Trust is committed to ensuring equality of opportunity. The Trust believes that selection and promotion should be based solely on ability to meet the requirements of the post. The aim is to remove discrimination, to provide equal access to jobs and training and to ensure that all staff enjoy fully the benefits of working for the organisation. In particular the Trust will not discriminate on the grounds of sex, marital status, ethnic origin, colour, nationality, disability, sexual orientation or age.

The policy applies to the advertisement of jobs, recruitment and appointment to them, training, conditions of work, pay and to every other aspect of employment.

**GREENSLEEVES HOMES TRUST**  
**REPORT OF THE BOARD OF TRUSTEES**  
**(INCORPORATING THE REPORT OF THE DIRECTORS)**  
**FOR THE YEAR ENDING 31 MARCH 2009**

## **Objectives and Activities**

### **Aims**

Greensleeves Homes Trust is a charitable organisation providing care and accommodation for older people, primarily through residential care services. The latter are provided in 16 residential care homes situated throughout England.

Greensleeves Homes Trust's mission is to provide the highest and most appropriate standards of care, in comfortable accommodation, at affordable prices, thus enabling service users to enjoy the best possible quality of life.

The core values which underpin and inform our work are namely; Privacy; Dignity; Independence; Choice; Individual Rights; Fulfilment. To enable the above, we promote and develop anti-discrimination practice, equal opportunity, Health & Safety and encourage staff training.

### **Objectives**

The objects of Greensleeves Homes Trust as defined by the Memorandum and Articles of Association are:

- The relief of poverty, distress, suffering or need among all sections of the community in the United Kingdom by all charitable means and particularly by providing residential accommodation and assistance in kind for individuals in the community on terms appropriate to their means.
- Such other purposes for the benefit of the community as shall be exclusively charitable.

### **Current Focus**

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

The current focus of Greensleeves Homes Trust's work is to provide residential care, comfort and security to elderly men and women, at an economic price that reflects our charitable status. The same standards are offered to all residents without regards to their background. Those unable to fund their care and who are subsidised by the local authority are afforded the same service as those that can. We pride ourselves on providing residents with a 'home for life' and only move them on if their needs become such that we are unable to care for them.

Greensleeves Homes Trust currently employs approximately 600 staff who are supported by volunteer groups in some homes, and there are approximately 530 residents/beds.

Greensleeves Homes Trust currently manages 20 projects which cover our two main areas of work:-

- 16 Residential care homes for the elderly located in London (2), Bedfordshire, Buckinghamshire, Hampshire (2), Hertfordshire, Isle of Wight, Kent, Suffolk (3), East Sussex, Warwickshire, Wiltshire and the West Midlands.
- Independent rented accommodation situated as follows:-  
Wirral area: Bebington – 3 flats in a sheltered housing complex; Birkenhead (Petergate) – 4 flats in a large older house.  
Ipswich area: Singleton House – 8 bed-sitters; Woodbridge – 3 cottages.

Wherever possible, the independent rented accommodation is let to elderly people at economic rents, which fulfils our charitable objectives.



**GREENSLEEVES HOMES TRUST**  
**REPORT OF THE BOARD OF TRUSTEES**  
**(INCORPORATING THE REPORT OF THE DIRECTORS)**  
**FOR THE YEAR ENDING 31 MARCH 2009**

**Achievements and Performance**

Against last year's 'Plans for the Future' –

In last year's report, the main plans for this year were the continuation of our capital development programme. We are pleased to report that all planned works have either been completed or are currently in progress. These included:

- Pelsall Hall, Walsall – After completion of the scheme which includes an EMI unit, we are now able to let all 39 rooms to potential residents and thus provide care for more residents in accommodation that is fit for the future.
- Broadlands, Oulton Broad – The construction of a unit with a environment suitable for providing care to those residents with higher needs was completed and a further seven residents can now benefit from the exemplary care provided at the home.
- Harleston House, Lowestoft – The complete renovation and extension of this home continues apace. Since May 2009, current residents have moved into the newly added wing and are now enjoying thoroughly modern facilities leaving only the older home to be refurbished.
- Torkington House, Acton – The improvements to the home's catering and laundry facilities were completed meaning residents are now able to enjoy further improved service and increased menu variety and staff have a more modern environment in which to work.
- Kingston House, Calne – The work to add a specialised dementia wing and improved communal facilities at this home started in mid-March 2009 and the scheme is progressing well.
- Borovere, Alton – Work to eliminate stepped access to some rooms was completed meaning all are now easily accessible. This has had a positive effect on the home's occupancy as rooms are more attractive to potential residents including those with limited mobility.

Other than those developments listed above, our other plans and achievements against them were as follows:

- To recruit additional Trustees – during the year, with the retirement of three longer standing Trustees, we sought to recruit replacements. Three new Trustees were appointed and the new appointees bring experience in the human resources, hospitality and marketing fields further expanding the expertise of the Board.
- To develop the Trust's five year strategy – this was completed in May 2008 and subsequently reviewed and updated in April 2009. We are pleased to note that the majority of the year's aims, and a few more besides, were achieved.
- To review the Trust's IT strategy – this exercise is now in its final stages. Having finalised the strategy, we are now meeting potential firms who are able to fulfil our IT requirements and plan to appoint one shortly.

Other achievements during the year –

- Greensleeves Homes Trust has provided high quality residential care for in excess of 500 increasingly frail older people at competitive weekly fees in homely environments that are staffed by caring, well trained staff.
- Our homes were regularly inspected and either met or exceeded the required regulatory standards. These inspections were carried out by our regulators, the Commission for Social Care Inspection (with effect from April 2009, the Care Quality Commission) who give a star rating to care homes. The majority of our homes had already received either a 'good' or 'excellent' rating but during the year, three homes were reclassified and awarded higher ratings. We now have five homes with an excellent rating.
- We have invested in training our staff so that we can continue to provide quality care at all our homes. At the end of the year 73% (2008: 65%) of our care staff were qualified to NVQ Level 2 or higher.

**GREENSLEEVES HOMES TRUST**  
**REPORT OF THE BOARD OF TRUSTEES**  
**(INCORPORATING THE REPORT OF THE DIRECTORS)**  
**FOR THE YEAR ENDING 31 MARCH 2009**

**Achievements and Performance - continued**

- To ensure high quality training is provided to our staff, the Care Services Manager agreed to expand her role and also oversee the Trust's training requirements. Her new title is the Care Services and Training Manager and she is supported by a newly recruited assistant to ensure training provision remains at the forefront of the Trust's aims.
- We achieved occupancy in our homes of 94.33% (2008: 94.34% - Sector average circa 92%) which

will e Launch Internet Explorer Browser.Ink nsure continued income to fund our future development plans and expansion. This was achieved through careful occupancy monitoring, marketing vacancies but mainly the good reputation of our homes.

- We have actively searched for potential new homes or development sites with which to expand the Trust's portfolio. To date, we have not found anything suitable but are continuing our search.
- We have developed a selection of Key Performance Indicators to ensure that our homes' performance both financially and in relation to care and staffing continue to be maintained and improved upon.
- Following a lengthy tendering process, a new provider was appointed to perform the Trust's payroll function. With their appointment, the process is now more structured and the potential for human resources reporting is greatly improved.

**GREENSLEEVES HOMES TRUST**  
**REPORT OF THE BOARD OF TRUSTEES**  
**(INCORPORATING THE REPORT OF THE DIRECTORS)**  
**FOR THE YEAR ENDING 31 MARCH 2009**

## **Financial Review**

### **Review of Transactions and Financial Position**

The consolidated balance sheet shows that at 31 March 2009 the total funds of the group were £21.3million (2008: £21.5million). This was represented by tangible fixed assets of £20.8million (2008: £17.3million), Net Current Assets of £2.1million including Investments of £2.2million (2008: Net Current Assets of £5.9million including Investments of £3.4million) and long term liabilities of £1.6million (2008: £1.7million). Unrestricted funds of £21.2million (2008: £21.4million) represent the reserves available to the organisation to fulfil its many existing commitments over the long term and also to finance the growth in activity envisaged in future plans.

The Statement of Financial Activities shows incoming resources were £12.3million (2008:£13.5million);

- £11.8million of incoming resources relates to income produced by our core activity of providing residential care which represents an increase of £0.9million in comparison to last year.
- £86,000 relates to the net gain from the sale of Alexandra Court in Bridport, a single house previously let to a private tenant.
- £195,000 was investment income generated by our investment portfolio and cash reserves.
- £282,000 is for other miscellaneous income including that generated by independent rented accommodation of £102,000, donations of £49,000 and other income of £131,000.

Total resources expended for the year ended 31 March 2009 were £11.6million (2008: £10.9million);

- £11.1million relates to the residents' care costs. This is an increase of £0.6million on last year's amount of £10.5million.
- £318,000 was attributable to cost of the Trust's head office.
- £73,000 relates to governance costs which include legal fees, auditor costs, an allocation of staff costs and Trustee related costs such as travel expenses and training.

Overall a surplus from operating activities of £758,000 was produced and this, together with total losses made on investments of £925,000 of which £167,000 related in investments disposed of in the year, has reduced reserves to a total of £21.3million.

Consolidated accounts have been prepared which include the accounts of the Charity and WRVS Trust Supplies Limited. WRVS Trust Supplies Limited has an issued share capital of £4. The Company generated income of just £1 during the year being bank interest receivable. It is therefore considered a dormant company and is being kept in existence for the Charity's possible future use. A breakdown of WRVS Trust Supplies Limited's Statement of Financial Activities and Balance Sheet is given in note 12 to these accounts.

### **Reserves**

The Charity Commission defines free reserves as "income which becomes available to the Charity and is to be expended at the Trustees' discretion in furtherance of the Charity's objectives, but which is not yet spent, committed or expended".

The Board of Trustees regularly reviews the Trust's reserve levels in the light of its planned activities. They currently believe it necessary to hold reserves so that the future standards of service and accommodation offered to residents can be maintained and, hopefully, improved.

Given the level of planned capital investment, the Board of Trustees believe that the Trust should have sufficient reserves available to fund the capital expenditure anticipated for the coming year and, in addition, there should be further funds available to meet the Trust's revenue costs in the event of any

**GREENSLEEVES HOMES TRUST**  
**REPORT OF THE BOARD OF TRUSTEES**  
**(INCORPORATING THE REPORT OF THE DIRECTORS)**  
**FOR THE YEAR ENDING 31 MARCH 2009**

**Reserves – continued**

unexpected problems that could occur. As the Trust's operational sites are widespread, it is anticipated that any such problems would be isolated to a particular site and would not affect the Trust as a whole. Therefore the reserves provision for revenue costs has been set at 10% of the Trust's ordinary costs for a period of three months.

At the balance sheet date, the Trust has free unrestricted reserves of £0.5million (the balance on net assets less the carrying value of fixed assets).

The Board of Trustees has delegated the monitoring of reserves to the Trust's Management Team who are responsible for providing quarterly updates on the current situation and highlighting any potential problems that are envisaged.

Greensleeves Homes Trust, the Charity, currently has total reserves of £21.3million of which £65,000 are restricted. These restricted funds are made up by unspent legacies and amenity funds raised specifically for our homes' residents' benefit.

**Investments**

The Trustees of Greensleeves Homes Trust wish to ensure the sound and competent management of the Trust's financial assets in order to maximise the monies available to meet the charity's core purpose of meeting the needs of older people by residential accommodation and other assistance.

The Trustees recognise their responsibility to provide both for future older people and for those currently resident in the Trust's Homes. In the light of this, and of the Trust's plans to extend and refurbish many of its Homes, investment of its funds is weighted towards capital growth rather than immediate income.

The Trust's attitude to risk is cautious to balanced.

In line with the Memorandum of Association, the Trustees have delegated their power to the Trust's Investment Manager who produces a report at quarterly intervals.

The Trustees review our policy, and the written agreement with the Investment Manager, at least every 12 months.

Over the past year and similarly to other organisations across most of the world, the Trust's investments have been adversely affected by the financial turmoil and overall a loss of £924,642 was generated (realised investment losses of £166,756 and unrealised losses of £757,886). As at 31 March 2009, with these losses and the realisation of £500,000 of the portfolio to fund development works, its market value stood at £2.2million (2008: £3.4million).

**GREENSLEEVES HOMES TRUST**  
**REPORT OF THE BOARD OF TRUSTEES**  
**(INCORPORATING THE REPORT OF THE DIRECTORS)**  
**FOR THE YEAR ENDING 31 MARCH 2009**

## **Plans for the Future**

Our main aim for the coming and all future years will be to continue providing the same quality care that we are known for and, where possible, to improve on these standards through the ongoing training of our staff and also with the updating of our homes.

### **Capital Programme**

Greensleeves Homes Trust's major asset is the property it owns and as such its maintenance, enhancement and expansion remains at the forefront of the Trust's plans. As part of this portfolio there are 16 residential care homes situated throughout the South and East of England. Each of them varies greatly in character, from purpose built homes to listed buildings. Yet at all of them we strive to offer our residents the best environment possible, one that they can consider their home, and to do this requires constant capital investment.

In the coming year our capital programme is in excess of £4million and includes the following works:

#### **Completion of works in progress –**

- Harleston House, Lowestoft – The complete renovation and extension of the existing home. Once completed, the home will provide excellent quality accommodation for those residents requiring varying degrees of dementia care which is something that is in short supply in the local area.
- Kingston House, Calne – This work will involve adding a 10 bed unit specifically for those residents requiring dementia care. It will also provide extended dining and kitchen facilities to the existing home.

#### **New works due to commence –**

- Pelsall Hall, Pelsall – Replacing roof coverings and re-pointing the old building which will complete the home's total redevelopment.
- Torkington House, Acton – Improvement to the heating system and installation of new showers.

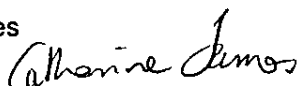
In addition to these works, plans are being developed for some of our other homes. These are currently at the design or planning application stages and the schemes, if carried out, will further increase our beneficiary numbers and ensure yet more of our homes are fit for the future.

### **Other Plans**

- To continue to research potential development sites or new homes to expand the Trust's current portfolio of homes and the types of care it provides.
- To increase the Trust's influence in the care sector.
- To complete the improvements to the Trust's IT infrastructure and to source and implement a new accounting system which will make financial reporting more efficient and comprehensive.
- To continue to improve the standards of care and the overall service we offer to our residents.

By Order of the Trustees

Kate James  
Company Secretary  
21 July 2009



**GREENSLEEVES HOMES TRUST**  
**STATEMENT OF TRUSTEES' RESPONSIBILITIES**  
**YEAR ENDED 31 MARCH 2009**

The Trustees (who are also Directors of Greensleeves Homes Trust for the purposes of company law) are responsible for preparing the Report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees 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 incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees 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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislations in other jurisdictions.

## INDEPENDENT AUDITOR'S REPORT TO GREENSLEEVES HOMES TRUST

We have audited the financial statements of Greensleeves Homes Trust for the year ended 31 March 2009 which comprise the Statement of Financial Activities, the Balance Sheet and related notes. These financial statements have been prepared in accordance with the accounting policies set out therein.

This report is made solely to the Charity's members, as a body, in accordance with section 235 of the Companies Act 1985. 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 auditors' report and so 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 the trustees and auditor**

The responsibilities of the Trustees (who are also the Directors of Greensleeves Homes Trust for the purposes of company law) for preparing the report of the Trustees and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice), are set out in the statement of Trustees' responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985 and whether the information given in the report of the Trustees is consistent with those financial statements.

We also report to you if, in our opinion, the Charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding Trustees' remuneration and other transactions with the Charity is not disclosed.

We read the annual report and consider the implications for our report if we become aware of any apparent misstatements within it.

### **Basis of opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the Trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

### **Opinion**

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of affairs of the Charity as at 31 March 2009, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- the financial statements have been properly prepared in accordance with the Companies Act 1985; and
- the information given in the report of the Trustees is consistent with the financial statements.

**CHANTREY VELLACOTT DFK LLP**  
Chartered Accountants  
Registered Auditor  
LONDON

*Chantrey Vellacott DFK LLP*  
21/7/09

**GREENSLEEVES HOMES TRUST**  
**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**  
**(INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT)**  
**YEAR ENDED 31 MARCH 2009**

|  | <u>Notes</u> | <u>Unrestricted Funds</u><br>£ | <u>Restricted Funds</u><br>£ | <u>Total 2009</u><br>£ | <u>Total 2008</u><br>£ |
|--|--------------|--------------------------------|------------------------------|------------------------|------------------------|
| <b>INCOMING RESOURCES</b>                            |              |                                |                              |                        |                        |
| <b>Incoming resources from generated funds</b>       |              |                                |                              |                        |                        |
| Donations and fundraising                            |              | 8,439                          | 35,121                       | 43,560                 | 54,432                 |
| Investment income                                    | 2            | 193,769                        | 1,589                        | 195,358                | 202,727                |
| <b>Incoming resources from charitable activities</b> |              |                                |                              |                        |                        |
| Residents' care fees                                 |              | 11,775,049                     | -                            | 11,775,049             | 10,919,295             |
| Other rental income                                  |              | 101,926                        | -                            | 101,926                | 109,383                |
| <b>Other incoming resources</b>                      |              |                                |                              |                        |                        |
| Miscellaneous income                                 |              | 136,411                        | -                            | 136,411                | 153,974                |
| Gains on disposal of tangible fixed assets           |              | 86,205                         | -                            | 86,205                 | 2,094,696              |
| <b>Total incoming resources</b>                      |              | <b>12,301,799</b>              | <b>36,710</b>                | <b>12,338,509</b>      | <b>13,534,507</b>      |
| <b>RESOURCES EXPENDED</b>                            |              |                                |                              |                        |                        |
| <b>Cost of generating funds</b>                      |              |                                |                              |                        |                        |
| Investment managers fees                             |              | 14,739                         | -                            | 14,739                 | 20,318                 |
| <b>Charitable activities</b>                         |              |                                |                              |                        |                        |
| Residents' care costs                                |              | 11,120,976                     | 28,941                       | 11,149,917             | 10,497,604             |
| Head office costs                                    |              | 317,997                        | -                            | 317,997                | 262,624                |
| Other rental costs                                   |              | 24,834                         | -                            | 24,834                 | 20,459                 |
| <b>Governance costs</b>                              |              | <b>72,804</b>                  | <b>-</b>                     | <b>72,804</b>          | <b>69,523</b>          |
| <b>Total resources expended</b>                      | 3            | <b>11,551,350</b>              | <b>28,941</b>                | <b>11,580,291</b>      | <b>10,870,528</b>      |
| <b>Net incoming resources</b>                        |              | <b>750,449</b>                 | <b>7,769</b>                 | <b>758,218</b>         | <b>2,663,979</b>       |
| Realised loss on investments                         |              | (166,756)                      | -                            | (166,756)              | (2,518)                |
|  |              | 583,693                        | 7,769                        | 591,462                | 2,661,461              |
| Unrealised loss on investments                       |              | (757,886)                      | -                            | (757,886)              | (298,537)              |
| <b>Net movement in funds</b>                         |              | <b>(174,193)</b>               | <b>7,769</b>                 | <b>(166,424)</b>       | <b>2,362,924</b>       |
| <b>Transfer between funds</b>                        |              | <b>7,465</b>                   | <b>(7,465)</b>               | <b>-</b>               | <b>-</b>               |
| <b>Funds brought forward 1 April 2008</b>            | 10           | <b>21,409,766</b>              | <b>64,279</b>                | <b>21,474,045</b>      | <b>19,111,121</b>      |
| <b>Funds carried forward 31 March 2009</b>           | 10           | <b>21,243,038</b>              | <b>64,583</b>                | <b>21,307,621</b>      | <b>21,474,045</b>      |

All of the above results are derived from continuing activities.

All gains and losses recognised in the year are included in the Statement of Financial Activities.


The notes on pages 16 to 27 form part of these financial statements.



**GREENSLEEVES HOMES TRUST**  
**CONSOLIDATED AND CHARITY BALANCE SHEETS**  
**31 MARCH 2009**

|  | <u>Notes</u> | <u>2009</u><br>£   | <u>Group</u><br><u>2008</u><br>£ | <u>2009</u><br>£   | <u>Charity</u><br><u>2008</u><br>£ |
|--|--------------|--------------------|----------------------------------|--------------------|------------------------------------|
| <b>FIXED ASSETS</b>                          |              |                    |                                  |                    |                                    |
| Tangible fixed assets                        | 6            | 20,786,764         | 17,321,221                       | 20,786,764         | 17,321,221                         |
|  |              | <u>20,786,764</u>  | <u>17,321,221</u>                | <u>20,786,764</u>  | <u>17,321,221</u>                  |
| <b>CURRENT ASSETS</b>                        |              |                    |                                  |                    |                                    |
| Investments                                  | 7            | 2,186,356          | 3,397,385                        | 2,186,356          | 3,397,385                          |
| Debtors                                      | 8            | 475,541            | 325,783                          | 475,537            | 325,779                            |
| Bank and cash balances                       |              | 696,161            | 3,294,294                        | 696,110            | 3,294,244                          |
|  |              | <u>3,358,058</u>   | <u>7,017,462</u>                 | <u>3,358,003</u>   | <u>7,017,408</u>                   |
| <b>CREDITORS</b>                             |              |                    |                                  |                    |                                    |
| Amounts falling due within one year          | 9            | (1,222,376)        | (1,167,293)                      | (1,222,376)        | (1,167,293)                        |
|  |              | <u>(1,222,376)</u> | <u>(1,167,293)</u>               | <u>(1,222,376)</u> | <u>(1,167,293)</u>                 |
| <b>NET CURRENT ASSETS</b>                    |              | <u>2,135,682</u>   | <u>5,850,169</u>                 | <u>2,135,627</u>   | <u>5,850,115</u>                   |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b> |              | <u>22,922,446</u>  | <u>23,171,390</u>                | <u>22,922,391</u>  | <u>23,171,336</u>                  |
| <b>CREDITORS</b>                             |              |                    |                                  |                    |                                    |
| Amounts falling due after more than one year | 9            | (1,614,825)        | (1,697,345)                      | (1,614,825)        | (1,697,345)                        |
|  |              | <u>(1,614,825)</u> | <u>(1,697,345)</u>               | <u>(1,614,825)</u> | <u>(1,697,345)</u>                 |
| <b>NET ASSETS</b>                            |              | <u>21,307,621</u>  | <u>21,474,045</u>                | <u>21,307,566</u>  | <u>21,473,991</u>                  |
| <b>UNRESTRICTED FUNDS</b>                    |              |                    |                                  |                    |                                    |
| General funds                                |              | 442,550            | 4,062,164                        | 442,495            | 4,062,110                          |
| Designated funds                             |              | 20,800,488         | 17,347,602                       | 20,800,488         | 17,347,602                         |
|  | 10           | <u>21,243,038</u>  | <u>21,409,766</u>                | <u>21,242,983</u>  | <u>21,409,712</u>                  |
| <b>RESTRICTED FUNDS</b>                      | 10           | <u>64,583</u>      | <u>64,279</u>                    | <u>64,583</u>      | <u>64,279</u>                      |
| <b>TOTAL FUNDS</b>                           | 11           | <u>21,307,621</u>  | <u>21,474,045</u>                | <u>21,307,566</u>  | <u>21,473,991</u>                  |

Approved by the Board of Trustees and authorised for issue on 21 July 2009 and signed on their behalf by:

  
 .....  
 Trustee of Greensleeves Homes Trust

The notes on pages 16 to 27 form part of these financial statements.

**GREENSLEEVES HOMES TRUST**  
**CONSOLIDATED CASH FLOW STATEMENT**  
**31 MARCH 2009**

|  | £                   | <u>2009</u>                    | £           | £           | <u>2008</u>                  | £ |
|--|---------------------|--------------------------------|-------------|-------------|------------------------------|---|
| <b>Net cash inflow from operating activities</b>   |                     | <b>1,198,810</b>               |             |             | <b>892,688</b>               |   |
| <b>Returns on investment and servicing of finance</b>  |                     |                                |             |             |                              |   |
| Dividends received   | 113,576             |                                |             | 133,105     |                              |   |
| Interest Received  | 81,782              |                                |             | 69,622      |                              |   |
|  |                     | <hr/>                          |             | <hr/>       |                              |   |
|  |                     | <b>195,358</b>                 |             |             | <b>202,727</b>               |   |
| <b>Capital expenditure and financial investment</b>  |                     |                                |             |             |                              |   |
| Purchases of tangible fixed assets   | (4,419,165)         |                                |             | (2,492,166) |                              |   |
| Sale of tangible fixed assets  | 140,477             |                                |             | 2,759,439   |                              |   |
| Purchases of investments   | (371,133)           |                                |             | (599,522)   |                              |   |
| Sales of investments   | 657,520             |                                |             | 520,421     |                              |   |
|  |                     | <hr/>                          |             | <hr/>       |                              |   |
|  |                     | <b>(3,992,301)</b>             |             |             | <b>188,172</b>               |   |
| <b>(Decrease) / Increase in cash</b>   |                     | <hr/> <b>(2,598,133)</b> <hr/> |             |             | <hr/> <b>1,283,587</b> <hr/> |   |
| <b>Reconciliation of net incoming resources to net cash inflow from operating activities</b> |                     |                                |             |             |                              |   |
| Net incoming resources   |                     | 758,218                        |             |             | 2,663,979                    |   |
| Increase in debtors  |                     | (149,758)                      |             |             | (249,006)                    |   |
| (Decrease) / increase in creditors   |                     | (27,437)                       |             |             | 66,763                       |   |
| Depreciation   |                     | 899,350                        |             |             | 708,375                      |   |
| Returns on investments and servicing of finance  |                     | (195,358)                      |             |             | (202,727)                    |   |
| Gain on disposal of tangible fixed assets  |                     | (86,205)                       |             |             | (2,094,696)                  |   |
|  |                     | <hr/>                          |             |             | <hr/>                        |   |
| <b>Net cash inflow from operating activities</b>   |                     | <hr/> <b>1,198,810</b> <hr/>   |             |             | <hr/> <b>892,688</b> <hr/>   |   |
| <b>Analysis of changes in net funds</b>  |                     |                                |             |             |                              |   |
|  | Cash at             |                                | Cashflows   |             | Cash at                      |   |
|  | <u>1 April 2008</u> |                                |             |             | <u>31 March 2009</u>         |   |
| <b>Cash at bank</b>  | 3,294,294           |                                | (2,598,133) |             | 696,161                      |   |
|  | <hr/>               |                                | <hr/>       |             | <hr/>                        |   |

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**1 ACCOUNTING POLICIES**

**(a) Basis of accounting**

The accounts are prepared under the historical cost convention with the exception of investments which are included at market value. This is in accordance with applicable accounting standards and with the Statement of Recommended Practice (SORP 2005) 'Accounting and Reporting by Charities' issued by the Charity Commission in March 2005.

**(b) Basis of consolidation**

These financial statements consolidate the results of the Charity and its wholly owned subsidiary WRVS Trust Supplied Limited on a line by line basis. A separate statement of financial activities and incomes income and expenditure account are not presented for the Charity itself following the exemptions afforded by section 230 of the Companies Act 1985 and paragraph 397 of the SORP.

|                                  | <u>2009</u><br>£    | <u>2008</u><br>£ |
|----------------------------------|---------------------|------------------|
| Charity's incoming resources     | <b>12,338,508</b>   | 13,534,457       |
| Charity's resources expended     | <b>(11,580,291)</b> | (10,870,528)     |
|                                  | <hr/>               | <hr/>            |
| Charity's net incoming resources | <b>758,217</b>      | 2,663,929        |
|                                  | <hr/>               | <hr/>            |

**(c) Income Recognition**

Income and residents care fees are accounted for when receivable except for dividend income, which is recognised when received. Investment income, including bank interest, is stated gross. Legacies and funds represented by specific investments are credited with the gross income from such investments.

**(d) Resources expended**

Resources expended are accounted for on an accruals basis.

Charitable expenditure comprises direct expenditure including direct staff costs attributable to the activity. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of the resources. Support costs are expenses relating to specific income strands, together with the cost of running the Trust's head office, and as such none have been allocated against our core charitable activity of residential care. Governance costs are those incurred in connection with the management of the Charity's assets, compliance with constitutional and statutory requirements.

**(e) Fixed assets**

Depreciation and amortisation of fixed assets have been provided on a straight line basis at rates calculated to write off the cost over the estimated useful lives of the assets.

|  |                        |
|--|------------------------|
| Existing and new build freehold property | - 2% per annum         |
| Refurbishment of freehold property       | - 5% per annum         |
| Long-term leasehold property             | - over period of lease |
| Furniture and equipment                  | - 20% per annum        |
| Motor vehicles                           | - 25% per annum        |

Fixed assets include amounts in respect of significant development contracts' valuation certificates received immediately after the year end on the assumption that the work thereon would have occurred prior to the year end.

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**1 ACCOUNTING POLICIES (Continued)**

**(f) Investments**

Investments are stated at market value. Realised gains or losses on disposals and unrealised gains or losses when the investments are revalued at the year end are reflected in the Statement of Financial Activities.

Investments are classified on the balance sheet as a current asset. The decision to reclassify them was made last year with consideration of the Trust's planned development costs. It was expected that these would have been much higher during this year but a number of factors delayed the commencement of the works until the last quarter. In the coming year a significant proportion of our investments will be needed to fulfil our year end capital commitments which were in excess of £4million.

**(g) Funds**

General funds are unrestricted funds held for the general objects of the Trust's work. Restricted funds are funds used for specific purposes as laid down by the donor. Expenditure which meets this criterion is identified to the specific fund. Designated funds are unrestricted funds set aside by the Trustees for a particular purpose.

**(h) Pension**

The Trust operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the Trust in an independently administered Scheme.

**2 INVESTMENT INCOME**

|                       | <u>2009</u><br>£ | <u>2008</u><br>£ |
|-----------------------|------------------|------------------|
| Investment income     | 81,782           | 133,105          |
| Bank deposit accounts | 113,576          | 69,622           |
|                       | <hr/> 195,358    | <hr/> 202,727    |
|                       | <hr/> <hr/>      | <hr/> <hr/>      |

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**3 RESOURCES EXPENDED**

**a) Analysis of total resources expended**

|                                 | <b>Staff<br/>costs<br/>(note 4)<br/>£</b> | <b>Other care<br/>costs<br/>(note 3b)<br/>£</b> | <b>Support<br/>costs<br/>(note 3c)<br/>£</b> | <b>Total<br/>2009<br/>£</b> | <b>Total<br/>2008<br/>£</b> |
|---------------------------------|---|---|--|-----------------------------|-----------------------------|
| <b>Unrestricted funds</b>       |   |   |  |                             |                             |
| <b>Generating funds</b>         |   |   |  |                             |                             |
| Investment managers fees        | -   | -   | 14,739                                       | 14,739                      | 20,318                      |
| <b>Charitable activities</b>    |   |   |  |                             |                             |
| Residents' care costs           | 7,541,372                                 | 3,579,604                                       | -  | 11,120,976                  | 10,461,032                  |
| Head office costs               | 111,198                                   | -   | 206,799                                      | 317,997                     | 262,624                     |
| Other rental costs              | -   | -   | 24,834                                       | 24,834                      | 20,459                      |
| <b>Governance costs</b>         | 27,800                                    | -   | 45,004                                       | 72,804                      | 69,523                      |
|                                 | <b>7,680,370</b>                          | <b>3,579,604</b>                                | <b>291,376</b>                               | <b>11,551,350</b>           | <b>10,833,956</b>           |
| <b>Restricted funds</b>         |   |   |  |                             |                             |
| <b>Charitable activities</b>    |   |   |  |                             |                             |
| Residents' care costs           | -   | 28,941  | -  | 28,941                      | 36,572                      |
|                                 | <b>-</b>                                  | <b>28,941</b>                                   | <b>-</b>                                     | <b>28,941</b>               | <b>36,572</b>               |
| <b>Total resources expended</b> | <b>7,680,370</b>                          | <b>3,608,545</b>                                | <b>291,376</b>                               | <b>11,580,291</b>           | <b>10,870,528</b>           |

**b) Analysis of other care costs**

|                              | <b>2009<br/>£</b> | <b>2008<br/>£</b> |
|------------------------------|-------------------|-------------------|
| <b>Charitable activities</b> |                   |                   |
| Food and activities          | 981,856           | 930,968           |
| Maintenance                  | 1,012,165         | 993,814           |
| Insurance                    | 61,100            | 85,890            |
| Utilities costs              | 450,692           | 423,058           |
| Administration costs         | 117,367           | 97,545            |
| Loan interest                | 99,156            | 121,167           |
| Depreciation                 | 886,209           | 697,149           |
|                              | <b>3,608,545</b>  | <b>3,349,591</b>  |

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**3 RESOURCES EXPENDED (continued)**

**c) Analysis of support costs**

|                           | <u>2009</u><br>£    | <u>2008</u><br>£    |
|---------------------------|---------------------|---------------------|
| Investment manager's fees | 14,739              | 20,318              |
| Head office running costs | 197,945             | 150,629             |
| Rental property costs     | 20,547              | 14,850              |
| Depreciation              | 13,141              | 11,226              |
| Governance costs          | 45,004              | 42,928              |
|                           | <hr/> 291,376 <hr/> | <hr/> 239,951 <hr/> |

**d) Analysis of governance costs**

|                                  | <u>2009</u><br>£   | <u>2008</u><br>£   |
|----------------------------------|--------------------|--------------------|
| Legal and professional fees      | 13,503             | 9,195              |
| Audit fees                       | 22,425             | 22,913             |
| Other auditor services           | 2,513              | 840                |
| Allocation of staff costs        | 27,800             | 26,595             |
| Trustee recruitment and expenses | 6,563              | 9,980              |
|                                  | <hr/> 72,804 <hr/> | <hr/> 69,523 <hr/> |

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**4 WAGES AND SALARIES**

|  | <u>2009</u><br>£ | <u>2008</u><br>£ |
|--|------------------|------------------|
| <b>Summary of wages and salaries allocation:</b> |                  |                  |
| Charitable activity staff costs                  | 7,541,372        | 7,148,013        |
| Head office                                      | 111,198          | 106,378          |
| Governance costs                                 | 27,800           | 26,595           |
|  | <hr/> 7,680,370  | <hr/> 7,280,986  |
| <b>Analysis of wages and salaries:</b>           |                  |                  |
| Salaries   | 6,490,955        | 6,127,324        |
| National insurance costs                         | 404,302          | 360,398          |
| Pension costs                                    | 59,679           | 62,343           |
| Agency staff                                     | 401,382          | 413,312          |
| Training   | 146,859          | 130,501          |
| Recruitment                                      | 28,854           | 67,336           |
| Redundancy costs                                 | -                | 19,956           |
| Other staff costs                                | 148,339          | 99,816           |
|  | <hr/> 7,680,370  | <hr/> 7,280,986  |

The average number of persons employed during the year was:-

|                            | <u>2009</u><br>Number | <u>2008</u><br>Number |
|----------------------------|-----------------------|-----------------------|
| Charitable activities      | 620                   | 621                   |
| Head Office and governance | 2                     | 2                     |
|                            | <hr/> 622             | <hr/> 623             |

The number of employees whose emoluments amount to over £60,000 in the year was as follows:-

|                    | <u>2009</u><br>Number | <u>2008</u><br>Number |
|--------------------|-----------------------|-----------------------|
| £80,000 to £90,000 | 1                     | 1                     |

Pension contributions paid on behalf of the above employee for the year amounted to £3,374 (2008: £3,307).

**5 TRUSTEE AND RELATED PARTY TRANSACTIONS**

The Trustees received no remuneration for their services during the current or prior year. Travel expenses of £3,873 were reimbursed to 10 Trustees during the year (2008: £5,455).

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**6 TANGIBLE FIXED ASSETS – Group and Charity**

|  | <u>Freehold<br/>property</u><br>£ | <u>Long term<br/>leasehold<br/>property</u><br>£ | <u>Furniture<br/>and<br/>equipment</u><br>£ | <u>Motor<br/>vehicles</u><br>£ | <u>Total</u><br>£ |
|--|-----------------------------------|--|---|--------------------------------|-------------------|
| <b>Cost</b>                            |                                   |  |   |                                |                   |
| At 1 April 2008                        | 18,478,091                        | 84,243   | 1,505,349                                   | 56,522                         | 20,124,205        |
| Additions during the year              | 4,048,129                         | -  | 361,386                                     | 9,650                          | 4,419,165         |
| Disposals during the year              | (66,091)                          | -  | -   | -                              | (66,091)          |
| <b>At 31 March 2009</b>                | <b>22,460,129</b>                 | <b>84,243</b>                                    | <b>1,866,735</b>                            | <b>66,172</b>                  | <b>24,477,279</b> |
| <b>Depreciation</b>                    |                                   |  |   |                                |                   |
| At 1 April 2008                        | 1,866,693                         | 14,365   | 882,288                                     | 39,638                         | 2,802,984         |
| Charge for the year                    | 586,710                           | 1,264  | 302,077                                     | 9,299                          | 899,350           |
| Disposal during the year               | (11,819)                          | -  | -   | -                              | (11,819)          |
| <b>At 31 March 2009</b>                | <b>2,441,584</b>                  | <b>15,629</b>                                    | <b>1,184,365</b>                            | <b>48,937</b>                  | <b>3,690,515</b>  |
| <b>Net book value at 31 March 2009</b> | <b>20,018,545</b>                 | <b>68,614</b>                                    | <b>682,370</b>                              | <b>17,235</b>                  | <b>20,786,764</b> |
| Net book value at 31 March 2008        | 16,611,398                        | 69,878   | 623,061                                     | 16,884                         | 17,321,221        |

Further capital expenditure contracted for at 31 March 2009 but not provided for in these accounts amounted to £2.96million (2008: £4.33million).



**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**7 CURRENT ASSET INVESTMENTS – Group and Charity**

|  | <u>2009</u><br>£ |                      | <u>2008</u><br>£ |
|--|------------------|----------------------|------------------|
| Market value at 1 April 2008           | 3,397,385        |                      | 3,619,339        |
| Add: additions to investments at cost  | 371,133          |                      | 599,522          |
| Book value of disposals in year:       |                  |                      |                  |
| Proceeds of sales                      | 657,520          | 520,421              |                  |
| Net realised losses                    | 166,756          | 2,518                |                  |
|  | <u>(824,276)</u> |                      | <u>(522,939)</u> |
| Net unrealised losses in the year      | <u>(757,886)</u> |                      | <u>(298,537)</u> |
| Market value at 31 March 2009          | <u>2,186,356</u> |                      | <u>3,397,385</u> |
| Cost at 31 March 2009                  | <u>2,644,432</u> |                      | <u>2,986,810</u> |
|  | <u>UK</u><br>£   | <u>Overseas</u><br>£ | <u>2009</u><br>£ |
| <b>Investments are represented by:</b> |                  |                      | <u>2008</u><br>£ |
| Government bonds                       | 363,964          | -                    | 363,964          |
| Corporate bonds                        | 52,835           | -                    | 52,835           |
| Equities                               | 1,169,136        | 304,951              | 1,474,087        |
| Unit Trusts                            | 319,559          | 433,987              | 753,546          |
|  | <u>1,905,494</u> | <u>738,938</u>       | <u>2,644,432</u> |
|  |                  |                      | <u>2,986,810</u> |

**8 DEBTORS – Group and Charity**

|                                     | <u>2009</u><br>£ | <u>Group</u><br><u>2008</u><br>£ | <u>Charity</u><br><u>2009</u><br>£ | <u>2008</u><br>£ |
|-------------------------------------|------------------|----------------------------------|------------------------------------|------------------|
| <b>Amounts due within one year:</b> |                  |                                  |                                    |                  |
| Residential care home debtors       | 265,287          | 130,256                          | 265,287                            | 130,256          |
| Other debtors                       | 75,548           | 87,665                           | 75,544                             | 87,661           |
| Prepayments and accrued income      | 134,706          | 107,862                          | 134,706                            | 107,862          |
|                                     | <u>475,541</u>   | <u>325,783</u>                   | <u>475,537</u>                     | <u>325,779</u>   |

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**9 CREDITORS – Group and Charity**

|  | <u>Group</u>     |                  | <u>Charity</u>   |                  |
|--|------------------|------------------|------------------|------------------|
|  | <u>2009</u><br>£ | <u>2008</u><br>£ | <u>2009</u><br>£ | <u>2008</u><br>£ |
| <b>Amounts due within one year:</b>          |                  |                  |                  |                  |
| Social security and other taxes              | 4,507            | 124,913          | 4,507            | 124,913          |
| Other creditors and accruals                 | 1,104,641        | 963,380          | 1,104,641        | 963,380          |
| Payments in advance                          | 32,228           | -                | 32,228           | -                |
| Bank loan                                    | 81,000           | 79,000           | 81,000           | 79,000           |
|  | <u>1,222,376</u> | <u>1,167,293</u> | <u>1,222,376</u> | <u>1,167,293</u> |
| <b>Amounts due after more than one year:</b> |                  |                  |                  |                  |
| Bank loan                                    | 1,614,825        | 1,697,345        | 1,614,825        | 1,697,345        |
|  | <u>1,614,825</u> | <u>1,697,345</u> | <u>1,614,825</u> | <u>1,697,345</u> |

The bank loan listed above commenced in April 2005 and is repayable over 20 years. It is comprised of two tranches originally of £1million each. One tranche has a fixed interest rate of 6.45% and the other, a variable interest rate of 1.25% over Base Rate. The capital and interest repayments for both are paid on a quarterly basis. At the year end the total amount outstanding was repayable as follows:

|                                | <u>2009</u><br>£ | <u>2008</u><br>£ |
|--------------------------------|------------------|------------------|
| Due within one year            | 81,000           | 79,000           |
| Due between two and five years | 354,000          | 337,000          |
| Due after more than five years | 1,260,825        | 1,360,345        |
|                                | <u>1,695,825</u> | <u>1,776,345</u> |

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**10 FUNDS – Group**

|                                 | At<br>1 April<br>2008<br>£ | Net<br>incoming<br>resources<br>£ | Transfer<br>between<br>funds<br>£ | Net<br>loss on<br>Investment<br>£ | At<br>31 March<br>2009<br>£ |
|---------------------------------|----------------------------|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------|
| <b>Unrestricted</b>             |                            |                                   |                                   |                                   |                             |
| General                         | 4,062,164                  | 763,106                           | (3,458,078)                       | (924,642)                         | 442,550                     |
| <b>Designated funds</b>         |                            |                                   |                                   |                                   |                             |
| Fixed assets reserve            | 17,321,221                 | -                                 | 3,465,543                         | -                                 | 20,786,764                  |
| Self insurance reserve          | 26,381                     | (12,657)                          | -                                 | -                                 | 13,724                      |
| <b>Total designated funds</b>   | 17,347,602                 | (12,657)                          | 3,465,543                         | -                                 | 20,800,488                  |
| <b>Total unrestricted funds</b> | 21,409,766                 | 750,449                           | 7,465                             | (924,642)                         | 21,243,038                  |
| <b>Restricted</b>               |                            |                                   |                                   |                                   |                             |
| Legacies fund                   | 23,536                     | 706                               | -                                 | -                                 | 24,242                      |
| Amenity funds                   | 40,743                     | 7,063                             | (7,465)                           | -                                 | 40,341                      |
| <b>Total restricted funds</b>   | 64,279                     | 7,769                             | (7,465)                           | -                                 | 64,583                      |
| <b>Total funds</b>              | 21,474,045                 | 758,218                           | -                                 | (924,642)                         | 21,307,621                  |

**The fixed assets reserve** consists of the net book value of the residential homes, other properties and of equipment which are held for the long term benefit of the Trust.

**The self insurance reserve** represents an amount set aside to cover minor repairs at the homes which would otherwise be provided for out of claims on insurance. This moves on an annual basis.

**The legacies fund** represents monies and assets held in trust for specific homes and purposes.

**The amenities fund** represents funds raised by each home to be spent on specific projects and activities in that home.

**Transfer between funds**

- £7,465 represents amenity fund monies used to purchase a minibus at one of the homes.
- £3,465,543 represents the net movement in fixed assets values during the year.

**11 ANALYSIS OF GROUP ASSETS BETWEEN FUNDS**

|                         | <b>Restricted<br/>funds<br/>£</b> | <b>Unrestricted<br/>funds<br/>£</b> | <b>Total<br/>£</b> |
|-------------------------|-----------------------------------|-------------------------------------|--------------------|
| Tangible fixed assets   | -                                 | 20,786,764                          | 20,786,764         |
| Investments             | -                                 | 2,186,355                           | 2,186,355          |
| Current assets          | 64,583                            | 1,107,120                           | 1,171,703          |
| Current liabilities     | -                                 | (1,222,376)                         | (1,222,376)        |
| Long term liabilities   | -                                 | (1,614,825)                         | (1,614,825)        |
| <b>Total net assets</b> | <b>64,583</b>                     | <b>21,243,038</b>                   | <b>21,307,621</b>  |

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**12 SUBSIDIARY RESULTS**

WRVS Trust Supplies Ltd has an issued share capital of £4 which is held by Greensleeves Homes Trust. The company is now dormant and is being kept in existence for possible future use.

A summary of the company's trading results and balance sheet is shown below:

|                                  | <u>2009</u><br>£ | <u>2008</u><br>£ |
|----------------------------------|------------------|------------------|
| <b>Profit and loss account</b>   |                  |                  |
| Turnover                         | -                | -                |
| Cost of supplies                 | -                | -                |
| Administrative expenses          | -                | -                |
|                                  | <hr/>            | <hr/>            |
| Operating loss                   | -                | -                |
| Bank deposit interest receivable | 1                | 50               |
|                                  | <hr/>            | <hr/>            |
| Retained profit for the year     | 1                | 50               |
|                                  | <hr/> <hr/>      | <hr/> <hr/>      |
|                                  | <u>2009</u><br>£ | <u>2008</u><br>£ |
| <b>Balance sheet</b>             |                  |                  |
| Debtors                          | 4                | 4                |
| Cash at bank                     | 51               | 50               |
|                                  | <hr/>            | <hr/>            |
|                                  | 55               | 54               |
|                                  | <hr/>            | <hr/>            |
| Creditors                        | -                | -                |
|                                  | <hr/>            | <hr/>            |
| Net assets                       | 55               | 54               |
|                                  | <hr/> <hr/>      | <hr/> <hr/>      |

**13 TAXATION**

The Trustees consider that all activities of Greensleeves Homes Trust fall within the exemption from Corporation Tax granted by Section 505 ICTA 1988. There is therefore no provision for taxation for the year ended 31 March 2009.

**GREENSLEEVES HOMES TRUST**  
**NOTES TO THE CONSOLIDATED ACCOUNTS**  
**31 MARCH 2009**

**14 CONNECTED ENTITIES**

The following entities are connected to the Trust by virtue of common or related objects or by unity of administration:

**WRVS Trust** – A charitable Trust supporting the activities of Greensleeves Homes Trust and the Women's Royal Voluntary Service.

**WRVS Trustees Limited** – A dormant company and the custodian Trustee of WRVS Trust.

**15 WRVS TRUST**

Since 29 July 2002 the Trustees have been in discussion with the Charity Commission regarding the status of WRVS Trust (charity number 214020). The Commission has advised the Trustees that its current view is that The WRVS Trust was part of the Greensleeves Homes Trust Scheme dated 8 May 1997 and should have been amalgamated with Greensleeves Homes Trust.

The plan is now to wind up the WRVS Trust's custodian Trustee, WRVS Trustees Limited, and once this is done the administration of the WRVS Trust will be passed over to the WRVS. An Insolvency Practitioner has been appointed to deal with the final wind up. It was originally intended that this would happen in the early part of this year but progress on the winding up has been slow. The final stages are now in progress and should be completed in the first half of next year.

The assets and liabilities as at 31 March 2009 of The WRVS Trust were as follows:

|                            | <u>2009</u><br>£ | <u>2008</u><br>£ |
|----------------------------|------------------|------------------|
| <b>Current Assets</b>      |                  |                  |
| Bank balances              | 123,438          | 120,184          |
|                            | <hr/>            | <hr/>            |
|                            | 123,438          | 120,184          |
| <b>Current liabilities</b> |                  |                  |
| Creditors                  | (21,350)         | (18,096)         |
|                            | <hr/>            | <hr/>            |
| <b>Net assets</b>          | 102,088          | 102,088          |
|                            | <hr/>            | <hr/>            |
| <b>Net funds</b>           | 102,088          | 102,088          |
|                            | <hr/> <hr/>      | <hr/> <hr/>      |