

Cambridge United Charities

Trustees' Report and Financial Statements

For the year ended

31 March 2021

Charity number: 204640

Cambridge United Charities

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Cambridge United Charities

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021

Trustees

Mrs C Bearryman (appointed March 2021)
Ms B Biamonti
Ms L Bisset (resigned March 2021)
Ms B Fairley
Mr H Jones
Mr J Hardy
Mr J Limmer
Mrs P Lynch
Prof M Pruetzel-Thomas
Dr D Secher
Ms S Simms
Mrs P Slatter (resigned 10 July 2020)
Prof H Valentine
Dr H Xin

Charity registered number 204640

Principle office

127 King Street
Cambridge
CB1 1LD

Independent examiners

Chater Allan LLP
Chartered Accountants
Beech House
4a Newmarket Road
Cambridge
CB5 8DT

Fund managers

CCLA
Senator House
85 Queen Victoria Street
London
EC4V 4ET

Bankers

Barclays Bank plc
9-11 St Andrew's Street
Cambridge
CB2 3AA

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their Annual Report together with the financial statements of Cambridge United Charities (the Charity) for the period April 2020 to March 2021.

NOTE. This report was written in June and July 2021 following the end of the annual cycle and during the continued Covid-19 Coronavirus pandemic. In a small number of places key developments beyond the reporting period are mentioned.

1) STRUCTURE, GOVERNANCE AND MANAGEMENT

a) Objectives and Activities

The Cambridge United Charities (CUC) seeks to continue the philanthropic work of the original benefactors for the benefit of the people of Cambridge and its surrounding area through the provision of almshouse accommodation, the relief of poverty and the education of the young.

The Charity is run entirely by volunteers who reside in Cambridge and surrounding areas, supported by a Secretary to the Board of Trustees which is a part-time remunerated post. The Charity seeks professional advice where necessary.

The Charity does not actively fundraise. Its focus is on the careful stewardship of existing income and investments which belong to its two branches, the Almshouse Branch and the Relief in Need Branch, and on funding their philanthropic activities.

The Board of Trustees confirm that they have taken the Charity Commission's public benefit guidance into account in their decision-making processes. The Board is satisfied that the activities of the Charity are in keeping with its stated purpose and objectives and that, in keeping with the wishes of the original donors, it provides tangible public benefit for some of the disadvantaged residents of Cambridge. A close working relationship with existing agencies ensures that CUC benefits are easily accessible to possible beneficiaries. A more detailed account of our activity is set out later in this report.

b) Organisational Structure and Decision Making

The Charity's Governing Document became a Charity Commission Scheme dated 24 July 1970 (with subsequent Charity Commission orders) to administer the following charities:

Administered by the Almshouse Branch

The Consolidated Almshouses Charity
The Charity of Stephen Mansfield
The Charity of Emily Wood

Administered by the Relief in Need Branch

The Charity of Edward Chapman	The Charity of Richard Chevyn
The Charity of John Crane	The Charity of Lambert Damps
The Charity of Thomas Ellys	The Charity of Thomas Johnson
The Charity of William Mott	The Charity of Sir Thomas White
The Charity of Thomas Hobson	The Charity of Roger Roe
The Hobson and Crane Exhibition Foundation	

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

On 9th December 2014 the Charity Commission made a supplementary scheme (ref. 879/1415) approving a number of amendments to the 1970 Scheme, which allow CUC greater administrative flexibility in the allocation of funds to aid qualifying almspeople (as redefined), and also under Relief in Need, where the definition of persons entitled to benefit has also been redefined.

The full Board currently consists of twelve Trustees who manage the Charity and are each appointed by the Board to a four-year term of office that can be renewed once. Further renewals are possible in exceptional circumstances. There are four 'nominated' Trustees; two of them are appointed by Cambridge Aid (previously Cambridge Central Aid Society) and two further Trustees are appointed by Cambridge University. The remaining Trustees are 'co-opted' Trustees who are citizens of Cambridge or the surrounding areas.

There are three ordinary Board meetings per year, with the provision for additional special meetings, should the need arise. These were conducted by Zoom for the whole of the year because of the Coronavirus Pandemic. The Chair is annually elected from the membership of the Board. The same is true for the Vice Chair, the Almshouse Trustee, and the Treasurer. The Treasurer works closely with the Charity's appointed Accountant to ensure sound financial management and ongoing probity. The Board is supported by a Secretary who minutes the Board meetings and attends to the Charity's administrative needs and duties. A new Secretary was appointed in September 2020 and has coped admirably with the fact that she has been working with Trustees most of whom she has never met in person.

The re-election of post holders was postponed from March 2019 to July 2019 because of an influx of new Trustees and since then post holders have been elected at the July rather than March meeting of Trustees.

The Board has established two Sub-committees, both responsible to the Board, which meet between Board Meetings and prepare recommendations to the Board. They are:

1. The Resources Sub-committee, which is chaired by the Treasurer. This was Liz Bisset until December 2020 and Huw Jones from January 2021.
2. The Almshouse Sub-committee, which is chaired by the Almshouse Trustee, Sue Simms. Sue Simms has recently been seriously ill and since the end of the year has had to step down as a Trustee (June 2021).

Both Sub-Committees have agreed terms of reference and produce notes of their meetings. All meetings were conducted by Zoom and attendance was very good with the extra flexibility afforded by virtual meetings.

Regarding the Charity's almshouses, each set of almshouses has been assigned a Visiting Trustee who visits the almshouse residents during the year and reports back to the Trustees through the Almshouse Trustee. An important part of the role of the Visiting Trustee is to monitor the services provided by the managing agent and to advise their fellow Trustees when making decisions concerning the almshouses. This role has been challenging during the year because of the Coronavirus epidemic. Most interactions with residents have been by phone or Zoom but some physical meetings have been possible.

Trustees and Accountancy/Clerk changes from 1st April 2020- 31st March 2021

The Board has remained relatively stable in 2020-21 with two Trustees leaving the board and one person joining. Changes during the year were as follows:

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Trustees and Accountancy/Clerk changes from 1st April 2020- 31st March 2021 (continued)

- A new Secretary to the Board of Trustees, Sally-Anne Purvis was appointed from 1st September 2020 after a process of interview and induction
- A longstanding Trustee and previous chair, Philippa Slatter stood down in July 2020.
- Liz Bissett stepped down as Treasurer at the end of 2020 and as a Trustee in March 2021
- Caitriona Bearryman joined the Board in March 2021 as a Cambridge Aid Trustee.
- Penelope Lynch agreed to stay on as a co-opted and Visiting Trustee in order to provide continuity during the pandemic.
- Other post holders, Chair, Vice Chair, and Almshouse Trustee remained in post during the year.

2) KEY ISSUES ADDRESSED DURING THE YEAR

Trustees have addressed the following key issues during 2020-21:

- **Challenges posed by the Coronavirus pandemic:**

This was listed as a 'red risk' in last year's annual report as we were concerned about the health impact for our elderly residents, the possibility of reduced service from HHS and our own ability to meet and continue the operation of the charity. In the event none of these aspects have been as bad as feared. Only a small number of our residents have caught the virus, we have managed to maintain contact with residents, HHS work has continued almost as normal and our board and sub-committee meetings have continued uninterrupted, albeit virtually.

- **New five-year agreement with Hundred Houses Society:**

The Chair, Treasurer and Almshouse Trustee met with Hundred Houses Society in January 2021 to negotiate a new agreement with them to manage our Almshouses. This was after consultation with all trustees, particularly the visiting trustees and others closely involved with HHS to ascertain whether, in principle, we wanted to continue to use the services of HHS. The strong view was that they had given us good service. The new agreement is for 5 years, from 1 April 2021 until 31 March 2026. There were a few minor changes to the agreement including using CPI rather than RPI for future increase in charges. The base price per property increased by 4.5% to reflect increased staffing and training costs at HHS. The new agreement was signed off by the Board in March 2021.

- **Hobson House and Henley Homes:**

After the formal handover to Henley Homes on 6 January 2020 work started on site but stopped in March 2020 due to the Coronavirus pandemic. Trustees started chasing the developers in early 2021 and this led to a re-negotiation of the terms of the development agreement in order to allow new funding to be secured and released. These negotiations were approved in principle by the Board at its March 2021 meeting. Since then the revised agreement has been signed and work has re-commenced on the development of a boutique hotel. The agreed premium has been received. An agreement drawn up in July 2016 specifies that this will be shared with the City Council.

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

2) KEY ISSUES ADDRESSED DURING THE YEAR (continued)

- **Dealing with the Radegund Public House:**

As stated in the report last year the previous landlord left the pub with rent and bills unpaid in Summer 2019. The legal and re-letting process took a number of months and a new tenant, Coldchain bars was selected in early 2020. This was just before the Coronavirus epidemic which then meant that pubs and bars have been closed or subject to restrictions ever since. The lease was finally signed in October 2020 but the pub has not yet re-opened after refurbishment - which has been more extensive than we or the new tenants were anticipating. Since it has no outside space and boasts of being the smallest pub in Cambridge it is not viable until social distancing restrictions are lifted. We have waived some of the rent due. We hope that the pub will be able to open before the end of the Summer 2021.

- **Work led by Almshouse Trustee and Visiting Trustees:**

The visiting trustees sub-committee, chaired by the Almshouse Trustee, continued to meet virtually during the epidemic and started to take a more proactive and supportive team approach. A new Residents Handbook was drafted and signed off by the board. Consideration of widening the criteria for admitting residents was led by the Almshouse and Visiting Trustees and was agreed by the Board in July 2020. More responsibility for discussing and agreeing minor building works has been delegated to the Visiting Trustees as they have more detailed knowledge of the residents and the almshouses. Most of the support provided by the VTs has been by phone or video rather than face to face during the year.

- **Portfolio resilience during the pandemic:**

This was the first full year of our portfolio being under the management of CCLA. There was initial concern that the fluctuations in the stock market might lead to reduced investment income but this has not been the case and the portfolio has performed well. As stated elsewhere in the report we moved £150K from cash reserves to our investment portfolio during the year.

- **Trustees:**

Our last secretary was unable to continue due to poor health. We managed to appoint a new and experienced secretary from 1 September 2020. We had one new trustee and two who stepped down during the year, including a previous chair, Phillipa Slatter, to whom we owed a huge debt of gratitude. A new Treasurer, Huw Jones took over from Liz Bissett and we are grateful to them both.

3) ACHIEVEMENTS AND PERFORMANCE

a) Almshouse Branch

The objectives of the charity are to provide accommodation in Cambridge for beneficiaries who could otherwise not afford to live in the city in an increasingly difficult housing market. The Charity's almshouses, have, until recently, provided affordable homes for twenty-nine women according to the intentions of the original donors, i.e. women whose personal background and financial circumstances make them suitable. Under the amending scheme of December 2014 qualifying almspeople no longer have to be women and we have since housed several male residents. We agreed in July 2020 that, in principle, we would extend our criteria to include people who had learning difficulties but who are capable of living independently. The almshouse residents are supported by our volunteer visiting trustees and this role has been particularly challenging during the past year because of the Coronavirus pandemic. Thanks are due to the Visiting Trustees and to Hundred Houses Society staff for supporting all of our residents during this difficult time.

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

3) ACHIEVEMENTS AND PERFORMANCE (continued)

A key objective is to manage the almshouses for the benefit of residents and to keep the properties in a good state of repair. Hundred Houses Society took over day to day management of the almshouses in 2016 and, as stated elsewhere in this report, a new 5-year contract was agreed in April 2021. The trustees set a budget each year for routine repair and maintenance and also try to plan longer term for bigger refurbishment projects on a cyclical basis. We hold an annual meeting involving the Chair, Treasurer and Almshouse Trustee with staff at HHS in order to discuss performance and budgets. The new Treasurer is considering further ways in which 'smoothing' of budgetary expenditure can be improved.

Almshouse vacancies are advertised on the Charity's website and through the local Choice Based Lettings scheme. Applicants who fulfil the criteria set by the Charity are invited to apply. Selection is in the first instance facilitated by HHS and then approved or rejected by the Almshouse Trustee. In spite of the housing shortage in Cambridge, eligible applicants are sometimes put off by the relative lack of space in our dwellings. We have successfully avoided lengthy voids by allocating almshouses to those further down the priority list when necessary.

The Charity is a member of the Almshouse Association. The Trustees have continued to find it a valuable resource which provides information and advice about statutory requirements and good management practice for this distinctive type of supported housing. Trustees have also continued to participate in and benefit from Almshouse Association briefing and information services and from other training events organized by various Law firms, Accountants and the City Council.

The Radegund pub falls under the Almshouse branch and has been empty all year resulting in a loss of rental income, additional legal and estate agency costs and the loss of amenity of this historic pub for Cambridge residents. We hope very much to be able to report its successful re-opening in next year's report.

Trustees have been addressing the following almshouse issues:

- Ensuring continued support to residents despite the Coronavirus pandemic.
- Negotiating the new five-year agreement with Hundred Houses Society
- Widening the criteria for allocation of almshouses to include people with learning difficulties
- Updating and circulating a new handbook for residents
- Holding Almshouse Sub-Committee meetings in between full Board Meetings to deal with any problems arising in the almshouses.
- Acting as Visiting Trustees (four Trustees), keeping a close link between the Board and the residents of almshouses.
- Working with the new landlords of the Radegund pub during the refurbishment process.

b) Relief in Need Branch

This branch is divided into two strands:

i. Relief in Need

The Governing Document (as amended) provides for net income to be used "in relieving either generally or individually persons in conditions of need, hardship or distress living within the City of Cambridge and its surrounding area, or persons in conditions of need, hardship or distress who can otherwise establish a personal connection with the said area, by making grants of money or providing or paying for items, services or facilities calculated to reduce the need, hardship or distress of such persons."

Cambridge United Charities

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FOR THE YEAR ENDED 31 MARCH 2020

3) ACHIEVEMENTS AND PERFORMANCE (continued)

Income continues to be transferred to Cambridge Aid (previously Cambridge Central Aid Society), a long established and highly regarded local charity, which helps people in financial need to buy basic household goods, food and clothing. Their work is characterised by prompt and compassionate decision-making, working through local social care professionals and agencies. The Chair of CUC attended one of the Cambridge Aid allocation meetings as an observer and encouraged other trustees to do the same. A grant of £17,400 was allocated by the Trustees during the year 2020-21. Together with a deferred contribution from the prior year a total of £23,200 was allocated to the charity in 2020-21.

ii. Hobson & Crane Educational Grants

Trustees decided a number of years ago that it would be more efficient and effective to distribute relief in need funds to existing organisations operating in the broad area of addressing educational disadvantage, rather than allowing individuals to apply directly to us for funds. We have therefore carefully selected a small number of organisations whose purposes accord with those of our original donors and they provide support to individuals and groups. We have recently agreed a set of principles for allocation of grants to recipients, both existing and new. We have also devised a simple application process for any potential new beneficiaries to demonstrate that they meet these principles in order to avoid future *ad hoc* decisions. We received and approved an application from Cambridgeshire Homestart for £1000 using this new process.

During the Financial Year 2020-21 the following sums were allocated:

- £1,000 to Cambridgeshire Homestart
- £1,600 to the Red Hen Project
- £1,600 to the Romsey Mill Trust

The Charity receives detailed Annual Reports from these organisations, which clearly show that the Charity's contribution to their work has been to great public benefit. The Trustees are confident that, within the means available to them, they have succeeded in furthering the philanthropic intentions of the original donors of the Charity in an accessible way.

4) STATEMENT OF RISKS AND UNCERTAINTIES

The Board of Trustees is responsible for the risk management within the Charity's operation. The Board is responsible for safeguarding the Charity's assets, for taking reasonable steps for avoiding irregularities and fraud, and for ensuring the Charity's efficient operation.

Trustees review and update the risk register at each meeting and propose steps/actions to be taken to minimise risks where possible.

At the start of the year the Coronavirus epidemic appeared as a key risk but was downgraded during the year as it became obvious that our operations were working well using Zoom and telephone and our residents were not, in general, falling ill with the virus.

Persistent risks through the year included addressing the financial issues regarding the closure of the Radebund pub, and delays to the conversion of Hobsons House to a hotel by Henley Homes (as outlined in the Key Issues section above).

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

4) STATEMENT OF RISKS AND UNCERTAINTIES (continued)

The risk register identified the following Red and Amber risks as at March 2021:

RED RISK

- **None identified**

AMBER RISKS

- **Lack of shared Trustee understanding of medium-long term mission and strategy:**
Relatively new trustees are now settling into roles and most are members of one of the sub-committees which are working well. An awayday to discuss issues such as the premium from Hobson House may be a good idea once it is possible to meet face to face again.
- **High cost of professional advice leading to lower funds available for charitable spending:**
We have continued to take legal and estates advice in relation to both Hobson House and The Rade Gund but the costs have been lower in this year than in the previous year.
- **Hobson House delays:**
Handover of Hobsons House happened in January 2020 but the pandemic meant that building works were delayed and then did not restart because of funding issues. Since the end of the year progress has been made and will be reported in next year's annual report.
- **Radegund pub closure:**
Radegund pub closure: As detailed elsewhere the pub has been closed for the whole of the annual reporting period depriving the charity of the rental income and costing us money in professional fees and contributions to repair/refurbishment costs.
- **Difficulty in funding unexpectedly high repair costs of Almshouses.**
The new Treasurer has taken a different approach to this by building a 'repair reserve' so that the costs of bigger refurbishment projects can be more easily spread across years. Closer working between HHS maintenance team and our Treasurer should reduce the chance of large surprise bills.
- **Sheltering a problematic resident in an Almshouse with possible harm to other residents or Visiting Trustee.**
Our almshouses are for residents who are capable of living independently. Occasionally views differ between the resident, the VT and our link HHS lead as to whether a particular resident has needs which exceed our capacity for support. We may need to develop more robust policy in this area.

5) FINANCIAL REVIEW

The statement of financial activities for the year ending 31 March 2021 has been received from our accountant Chater Allen in preparation for independent examination by the accountant.

Cambridge United Charities is responsible for funds and assets with a total net value of £1,366,343

Income from investments was £22,675 for the year (compared to £17,985 in 2019-20).

The accounts for the year 2020-21 show a total income for the Charity of £167,205 compared to £170,706 in 2019-20. This income was split between £159,219 for the Almshouse Branch and £7,986 for the Relief in Need Branch.

Income was £3,501 less than in the previous year, due to continued loss of income from the Radegund Pub (Almshouse branch) and cessation of income from Hobson House (Relief in Need branch).

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

5) FINANCIAL REVIEW (continued)

Expenditure was £157,787 compared with £209,058 in 2019-20.

Overall income exceeded expenditure by £9,418. There was a surplus of £52,615 for the Almshouse Branch but a deficit of £37,180 for the Relief in Need Branch as grants and fees exceeded income in the absence of income from the Hobsons House. There was an increase of £247,742 in permanent endowment funds due to the purchase of investments and increase in valuation.

The charity has maintained its financial positions despite enduring a difficult year in terms of income generation as it received no income from either the Radegund or Hobson House. The Radegund should re-open under new management when refurbishment is complete and Covid restrictions are lifted. Furthermore development work on Hobson's House has recommenced and will generate a significant one-off premium as well as further rental income for the charity from December 2022. The Trustees expect an increase in income generation over the coming year.

Trustees have been addressing the following key financial issues:

- Agreeing a budget for 2021-2022.
- Continuing to monitor capital, income and cash-flow in the current economic climate.
- Reviewing the Charity's investment portfolio and adding funds from cash reserves. The portfolio has delivered good returns despite the current financial climate. The investment portfolio grew in value by £275,111 over the year comprising £150,000 of new investment and £125,111 of valuation uplift.
- Dealing with the loss of income and increased professional fee costs for the Radegund pub.
- Renegotiating the deal with Henley Homes resulting in the release of the premium and the recommencement of the conversion works.
- Negotiating a new five-year deal with Hundred Houses Society for them to continue to manage and maintain the almshouses on our behalf.
- Regularly updating the Charity's Risk Register and agreeing strategies to minimise identified financial and other risks.

6) RESERVES POLICY

At the end of the financial year 2020-2021 the deposit account cash funds of the Charity amounted to £159,208.

Given the legal, insurance and consultancy costs associated with the disposal of Hobson House, the necessity of some extraordinary maintenance work to our almshouses and the problems with the Radegund pub, the Trustees had seen it as prudent to retain high cash reserves over the past several years. However as we have made progress with these projects and future income is clearer the charity felt able to invest further funds and reduce the level of cash reserves. Over £150,000 has been invested during the financial year.

For reference purposes, Cambridge United Charities' fund values at the end of the 2020-2021 financial year were as follows:

Almshouse Branch:

Permanent Endowment	£691,945
Restricted Funds	£304,654

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TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2021

Relief in Need Branch:

Permanent Endowment	£369,744
Restricted Funds	£0

Total £1,366,343

7) TRUSTEES' RESPONSIBILITIES STATEMENT

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

The law applicable to charities in England & Wales 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 Charity and of the incoming resources and application of resources of the Charity for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity's SORP;
- make judgments and accounting 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 Charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report was approved by the Trustees on 5 November 2021 and signed on their behalf.

Helen Valentine
Chair of Trustees

Huw Jones
Treasurer

Cambridge United Charities

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2021

Independent Examiner's Report to the Trustees of CAMBRIDGE UNITED CHARITIES

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021.

Responsibilities and basis of report

As the charity's trustees you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

N J Hedger BFP FCA CTA
Chater Allan LLP
Beech House
4a Newmarket Road
Cambridge, CB5 8DT

Date:

Cambridge United Charities

STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account) FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Permanent Endowment Funds		Restricted Funds		Total 2021 £	Total 2020 £
		Almshouse £	Relief in need £	Almshouse £	Relief in need £		
INCOME AND ENDOWMENTS FROM:							
Almshouses - Weekly Maintenance Contributions	2	-	-	142,106	-	142,106	147,881
Rent	2	-	-	2,389	-	2,389	4,805
Other income	2	-	-	35	-	35	35
Investments	3	-	-	14,689	7,986	22,675	17,985
Total Income and Endowments		-	-	159,219	7,986	167,205	170,706
EXPENDITURE ON:							
Charitable activities	4	6,017	-	106,604	45,166	157,787	209,058
Total Expenditure		6,017	-	106,604	45,166	157,787	209,058
Net Income /(Expenditure) Before Transfers		(6,017)	-	52,615	(37,180)	9,418	(38,352)
Transfers between Funds		(1,528)	151,528	(185,460)	35,460	-	-
NET INCOME / (EXPENDITURE) BEFORE OTHER GAINS AND LOSSES		(7,545)	151,528	(132,845)	(1,720)	9,418	(38,352)
Gains/(Losses) on Investment Assets		63,413	32,249	21,353	-	117,015	(55,197)
NET MOVEMENT IN FUNDS		55,868	183,777	(111,492)	(1,720)	126,433	(93,549)
RECONCILIATION OF FUNDS:							
Total Funds brought forward		636,077	185,967	416,146	1,720	1,239,910	1,333,459
TOTAL FUNDS CARRIED FORWARD	13	691,945	369,744	304,654	-	1,366,343	1,239,910

Cambridge United Charities

BALANCE SHEET

FOR THE YEAR ENDED 31 MARCH 2021

	Note	2021		2020	
		£	£	£	£
Fixed assets					
Tangible fixed assets	8		336,946		342,963
Investments	9		849,244		582,229
			<u>1,186,190</u>		<u>925,192</u>
Current assets					
Debtors	10	38,874		62,408	
Cash at Bank and in Hand		<u>159,707</u>		<u>271,752</u>	
		198,581		334,160	
Liabilities					
Creditors: amounts falling due within one year	11	(18,428)		(15,317)	
			<u>180,153</u>		<u>318,843</u>
Total Assets less Current Liabilities			<u>1,366,343</u>		<u>1,244,035</u>
Creditors amounts falling due after more than one year	12		-		(4,125)
Net Assets			<u>1,366,343</u>		<u>1,239,910</u>
Funds					
Restricted Funds					
Almshouse Branch	13		304,654		416,146
Relief in Need Branch	13		-		<u>1,720</u>
			<u>304,654</u>		417,866
Permanent Endowment Funds					
Almshouse Branch	13		691,945		636,077
Relief in Need Branch	13		<u>369,744</u>		<u>185,967</u>
			1,061,689		822,044
Total Funds			<u>1,366,343</u>		<u>1,239,910</u>

The financial statements were approved by the Trustees on 5 November 2021 and signed on their behalf by:

Prof Helen Valentine
Chair

Mr Huw Jones
Trustee

The notes on pages 14 to 21 form part of these financial statements.

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

Cambridge United Charities constitutes a public benefit entity as defined by FRS 102.

1.2 Cash flow

The charity has taken advantage of the exemption in Charities SORP FRS 102 from the requirement to produce a cash flow statement on the grounds that it is a small charitable charity.

1.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

The charity has permanent endowment funds for both its principal activities: Almshouse accommodation for the elderly and donations to organisations working for relief of the poor. The Trustees have no power to convert this capital into income.

The income of each endowment fund is restricted to being used for the purpose of each separate activity and the value of these restricted funds represents the amount of unexpended income.

An additional restricted fund has also been established for the extraordinary repair, improvement or rebuilding of the Almshouses and other properties belonging to the Almshouse branch of the charity.

Investment income, gains and losses are allocated to the appropriate fund.

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES (CONTINUED)

1.4 Income

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

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

The charity owns the land on Regent Street, Cambridge currently occupied by Hobson House and until recently occupied by Cambridge City Council. Following an agreement reached between the Charity and the City Council, and approved by the Charity Commission the City Council has vacated Hobson House and the developer, Henley Homes, has obtained planning permission to convert the premises to a hotel. The City Council and the Charity will share the proceeds from the development when completed. It is not possible to estimate the proceeds until this point.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the charity. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

Grants payable are charged in the year when the offer is made except in those cases where the offer is conditional, such grants being recognised as expenditure when the conditions attaching are fulfilled. Grants offered subject to conditions which have not been met at the year end are noted as a commitment, but not accrued as expenditure.

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES (CONTINUED)

1.6 Tangible fixed assets and depreciation

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	1.11% straight line
No depreciation is provided on freehold land.	

The Charity owns Hobson House, a property situated in Regent Street, Cambridge which was originally donated to the Charity. No value has ever been attributed to this property and accordingly it does not have a value within tangible fixed assets on the balance sheet.

1.7 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities.

1.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

1.9 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

1.10 Cash at Bank and in hand

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

1.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide. Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised within interest payable and similar charges.

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

1. ACCOUNTING POLICIES (CONTINUED)

1.12 Going concern

The trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future.

2. INCOMING RESOURCES

	Permanent Endowment Funds £	Restricted funds Almshouse £	Relief in need £	Total 2021 £	Total 2020 £
Almshouses - Weekly Maintenance Contributions	-	142,106	-	142,106	147,881
Rent	-	2,389	-	2,389	4,805
Other income	-	35	-	35	35
	-	144,530	-	144,530	152,721
Total in 2020	-	152,721	-	152,721	

3. INVESTMENT INCOME

	Permanent Endowment Funds £	Restricted funds Almshouse £	Relief in need £	Total 2021 £	Total 2020 £
Investment income - local listed investments	-	14,464	7,986	22,450	17,181
Interest income	-	225	-	225	804
	-	14,689	7,986	22,675	17,985
Total in 2020	-	12,894	5,091	17,985	

4. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Grant funding of activities £	Support costs £	Total 2021 £	Total 2020 £
Charitable activities				
Almshouse	-	112,621	112,621	154,283
Relief in need	28,200	16,966	45,166	54,775
	28,200	129,587	157,787	209,058
Charitable activities in 2020	15,800	193,258	209,058	

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

5. SUPPORT AND GOVERNANCE COSTS

	General Support £	Governance £	Total 2021 £	Total 2020 £
Repairs and maintenance	37,726	-	37,726	80,940
Light and heat	17,343	-	17,343	15,916
Water and sewerage charges	6,666	-	6,666	9,529
Insurance	14,323	-	14,323	17,873
Independent Living Service	581	-	581	551
Management fee	22,677	-	22,677	22,110
Consultancy	1,300	-	1,300	3,600
Cleaning	960	-	960	1,200
Residents allowance	840	-	840	1,399
Miscellaneous expenses	60	-	60	71
Staff salaries	2,800	-	2,800	
Professional fees	5,063	-	5,063	21,712
Subscriptions	295	-	295	341
Computer and website	-	-	-	-
Rent	4,836	-	4,836	4,823
Depreciation	6,017	-	6,017	6,017
Independent examination and accountancy	-	8,100	8,100	7,176
	<u>121,487</u>	<u>8,100</u>	<u>129,587</u>	<u>193,258</u>

6. ANALYSIS OF GRANTS

	Grants to Institutions £	Total 2021 £	Total 2020 £
Grants to institutions	28,200	28,200	15,800
	<u>28,200</u>	<u>28,200</u>	<u>15,800</u>

7. NET INCOME/ EXPENDITURE INCLUDES THE FOLLOWING COST

	2021 £	2020 £
Depreciation of tangible fixed assets (owned by the Charity)	6,017	6,017
Independent examination and accountancy	8,100	7,176
	<u>14,117</u>	<u>13,193</u>

During the year, no trustees received any remuneration (2020 - £nil).

During the year, no trustees received any reimbursement of expenses (2020 - £nil).

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

8. TANGIBLE FIXED ASSETS

	Freehold land	Housing properties	Total 2021 £	Total 2020 £
Cost				
As at 1 April 2020	14,700	542,056	556,756	361,014
As at 31 March 2021	<u>14,700</u>	<u>542,056</u>	<u>556,756</u>	<u>361,014</u>
Depreciation				
As at 1 April 2020	-	213,793	213,793	12,034
Charge for the year	-	6,017	6,017	6,017
As at 31 March 2021	<u>-</u>	<u>219,810</u>	<u>219,810</u>	<u>18,051</u>
Net Book Value				
As at 31 March 2021	<u>14,700</u>	<u>322,246</u>	<u>336,946</u>	<u>342,963</u>
As at 31 March 2020	<u>14,700</u>	<u>328,263</u>	<u>342,963</u>	<u>348,980</u>

9. FIXED ASSET INVESTMENTS

	Listed Securities 2021 £	Listed Securities 2020 £
Market Value		
Market value brought forward	582,229	637,426
Purchases in the year	150,000	-
Unrealised gain/(loss) in the year	117,015	(55,197)
Market value carried forward	<u>849,244</u>	<u>582,229</u>
Listed Investments	849,244	582,229
	<u>849,244</u>	<u>582,229</u>
Historical cost	<u>559,797</u>	<u>559,797</u>

All the fixed asset investments are held in the UK

10. DEBTORS

	2021 £	2020 £
Trade debtors	35,527	34,872
Other debtors	895	4,395
Prepayments and accrued income	2,452	23,141
	<u>38,874</u>	<u>62,408</u>

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

11. CREDITORS	2021 £	2020 £
Trade creditors	17,128	14,417
Other creditors	400	-
Accruals and deferred income	900	900
	<u>18,428</u>	<u>15,317</u>

12. CREDITORS: Amounts falling due after more than one year	2021 £	2020 £
Other creditors	-	4,125
	<u>-</u>	<u>4,125</u>

13. STATEMENT OF FUNDS	Brought forward	Income	Expenditure	Gains/ (losses)	Transfers	Carried forward
Restricted funds						
Relief in need	1,720	7,986	(45,166)	-	35,460	-
Almshouses	416,146	159,219	(106,604)	21,353	(185,460)	304,654
	<u>417,866</u>	<u>167,205</u>	<u>(151,770)</u>	<u>21,353</u>	<u>(150,000)</u>	<u>304,654</u>
Permanent endowment funds						
Relief in need	185,967	-	-	32,249	151,528	369,744
Almshouses	636,077	-	(6,017)	63,413	(1,528)	691,945
	<u>822,044</u>	<u>-</u>	<u>(6,017)</u>	<u>95,662</u>	<u>150,000</u>	<u>1,061,689</u>
Total funds	<u>1,239,910</u>	<u>167,205</u>	<u>(157,787)</u>	<u>117,015</u>	<u>-</u>	<u>1,366,343</u>

14. STATEMENT OF FUNDS (COMPARATIVE)

Restricted funds						
Relief in need	51,404	5,091	(54,775)	-	-	1,720
Almshouses	408,539	165,615	(148,267)	(9,741)	-	416,146
	<u>459,943</u>	<u>170,706</u>	<u>(203,042)</u>	<u>(9,741)</u>	<u>-</u>	<u>417,866</u>
Permanent endowment funds						
Relief in need	201,550	-	-	(15,583)	-	185,967
Almshouses	671,966	-	(6,016)	(29,873)	-	636,077
	<u>873,516</u>	<u>-</u>	<u>(6,016)</u>	<u>(45,456)</u>	<u>-</u>	<u>822,044</u>
Total funds	<u>1,333,459</u>	<u>170,706</u>	<u>(209,058)</u>	<u>(55,197)</u>	<u>-</u>	<u>1,239,910</u>

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2021

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Permanent Endowment Funds		Restricted Funds		Total 2021	Total 2020
	Almshouse	Relief in need	Almshouse	Relief in need		
	£	£	£	£		
Tangible fixed assets	336,946	-	-	-	336,946	342,963
Fixed asset investments	354,999	369,744	124,501	-	849,244	582,229
Current assets		-	198,581	-	198,581	334,160
Creditors due within one year			(18,428)	-	(18,428)	(15,317)
Creditors due after more than one year		-	-	-	-	(4,125)
	691,945	369,744	304,654	-	1,366,343	1,239,910

16. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Permanent Endowment Funds		Restricted Funds		Total 2020
	Almshouse	Relief in need	Almshouse	Relief in need	
	£	£	£	£	
INCOME AND ENDOWMENTS FROM:					
Almshouses - Weekly Maintenance Contributions	-	-	147,881	-	147,881
Rent	-	-	4,805	-	4,805
Other income	-	-	35	-	35
Investments	-	-	12,894	5,091	17,985
Total Income and Endowments	-	-	165,615	5,091	170,706
EXPENDITURE ON:					
Charitable activities	6,016	-	148,267	54,775	209,058
Total Expenditure	6,016	-	148,267	54,775	209,058
Net Income /(Expenditure) Before Transfers	(6,016)	-	17,348	(49,684)	(38,352)
Transfers between Funds	-	-	-	-	-
NET INCOME / (EXPENDITURE) BEFORE OTHER GAINS AND LOSSES	(6,016)	-	17,348	(49,684)	(38,352)
(Losses)/Gains on Investment Assets	(29,873)	(15,583)	(9,741)	-	(55,197)
NET MOVEMENT IN FUNDS	(35,889)	(15,583)	7,607	(49,684)	(93,549)
RECONCILIATION OF FUNDS:					
Total Funds brought forward	671,966	201,550	408,539	51,404	1,333,459
TOTAL FUNDS CARRIED FORWARD	636,077	185,967	416,146	1,720	1,239,910