

Cambridge United Charities

Trustees' Report and Financial Statements

For the year ended

31 March 2020

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 2020

Trustees

Ms B Biamonti
Ms L Bisset
Mrs S Brignall (resigned July 2019)
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 Brewin Dolphin Limited
12 Smithfield Street
London
EC1A 9BD

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 2020

The Trustees present their Annual Report together with the financial statements of Cambridge United Charities (the Charity) for the period April 2019 to March 2020.

NOTE. This report was written in June and July 2020 following the end of the annual cycle and during the Covid-19 Coronavirus pandemic. This unprecedented situation started at the very end of the annual report period and is referred to in several sections where relevant.

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. Prior to March 2017 the Charity enjoyed administrative support from Cambridge City Council, an arrangement which was discontinued because of conflicts of interest.

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

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FOR THE YEAR ENDED 31 MARCH 2020

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 thirteen 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. 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.

Due to the high number of new Trustees joining the Board in 2018-19, the Board decided that, exceptionally, the annual elections of postholders be postponed from the March 2019 meeting to the Board meeting in July 2019. This was in order to give new Trustees a chance to familiarise themselves with the work of the Charity before deciding whether to take on new roles.

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, Liz Bisset.
2. The Almshouse Sub-committee, which is chaired by the Almshouse Trustee, Sue Simms.

Both Sub-Committees have agreed terms of reference and produce notes of their 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.

Trustees and Accountancy/Clerk changes from 1st April 2019- 31st March 2020

During 2018-19 six new Trustees were appointed and there were also three resignations and one re-election. In contrast the Board has remained relatively stable in 2019-20. Changes during the year were as follows:

- The Secretary to the Board of Trustees, Jacqueline Covill, tendered her resignation in early 2020. She very kindly continued to help us until a permanent replacement can be found.
- Prof Monika Thomas was elected for an exceptional further term in July 2019 after standing down as Chair.
- Prof Helen Valentine was appointed Chair in July 2019.
- Sheila Brignall stepped down as a trustee in July 2019.

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2020

2) KEY ISSUES ADDRESSED DURING THE YEAR

Trustees have addressed the following key issues during 2019-20:

- **Hundred Houses Society:** We continued to work closely with our management company for the Charity's almshouses, the Hundred Houses Society. The annual Review Meeting took place in December 2019 and there have also been meetings to improve the financial control over the maintenance and improvements programme for the almshouses. The Almshouse Trustee, Sue Simms, is closely involved in the management of vacancies and other day-to-day issues. The current agreement with HHS comes to an end in Spring 2021.
- **Portfolio Manager for our Charity Investment Portfolio:** The March 2019 Board delegated authority to the members of the Resources Sub-Committee to meet with alternative investment providers with a view to changing to an investment fund with lower fees and with greater ethical considerations. The Board agreed to move our portfolio to CCLA who specialise in working with charities and who have an explicitly ethical approach to investments. This process started in July and was completed by October 2019.
- **Accountants for the Charity:** The Board also agreed to authorise the Resources Sub-Committee to consider alternative Accountants as we felt that a more proactive service would be helpful. After interviewing several local alternative providers we moved to Chater Allen from September 2019.
- **Hobson House disposal:** The Board continued to deal with the disposal of Hobson House, following agreement with the City Council in July 2016 that we own the freehold of the site. The agreement states that once the new building is occupied the proceeds will be split between CUC and Cambridge City Council and we will receive ground rent from the occupier. The developers, Henley Homes, finally gained planning permission for a hotel on site in July 2019. The live-in Guardians left the site soon after Christmas with formal handover to Henley Homes on 6 January 2020. Work commenced in early March just before the lockdown. The original expectation was that the new building would be completed and handed over by December 2021 but this may be delayed by the pandemic.
- **Operation of two sub-committees:** This was the first full year of operation of regular sub-committee meetings of the Almshouse Sub-committee and the Resources Sub-committee. These groups deal with day-to-day business arising between Board Meetings and the aim is to enable the main Board meetings to concentrate more on longer term strategic issues.
- **Operation of the new office for the Charity:** The office and official address for the Charity at 127 King Street in Cambridge was fully operational in 2019-20. Trustees decided to offer the property also as short-term guest accommodation to residents of the almshouses and this has been utilised on a small number of occasions so far.
- **Dealing with the Radegund Public House:** The Landlord of the Radegund left the premises with rent and bills unpaid in July 2019, with the last rent payment received in March. We gained possession on 19 August 2019 but re-letting was complicated by legal action threatened against us. We invited expressions of interest in taking over the lease in late 2019 and held interviews with prospective tenants on 5 February 2020. The original intention was that the new tenants would open during June 2020 but this has been delayed by the pandemic.
- **Land at Fulbourn:** The Charity owns a small piece of land at Fulbourn which generates only minimal income. The Board discussed the possible disposal of the land but decided instead to explore possible opportunities for increasing the rental income.

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2020

- **'Bedding in' of new trustees:** The influx of new Trustees in 2018-19 was very welcome and has added a depth of expertise to the Board. New Trustees have been very active, with three of them joining the Resources Sub-Committee and one becoming a Visiting Trustee. The new Chair and Vice Chair are both recently appointed Trustees.
- **Revamped risk register and Conflicts of Interest form:** Attention was paid to these aspects of Governance. The risk register was revamped and the underlying 'likelihood' and 'severity' ratings made more explicit. A simple new proforma was added in order that Trustees could register their interests in writing once a year, in addition to the requests for interests to be declared at the start of each meeting.

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 in 2016 we housed our first male resident. The new situation is now well established and we have begun to consider whether there are other groups of residents that we might be able to support in our accommodation.

A further objective is to keep the almshouses in a good state of repair. From 2016 the day-to-day management of the almshouses has been carried out by the Hundred Houses Society (HHS), with whom we have a well-established and effective working relationship. The Trustees have a yearly management meeting with the management provider, and the provider sends representatives to the Charity's Board meetings. The current agreement with HHS runs out in April 2021 and we will need to decide during Autumn 2020 how we wish to proceed. Apart from help and advice through HHS, residents have also access, free of charge, to the advice and services of the local Independent Living Service.

The Trustees set a budget each year for the routine repair and decoration of the almshouses with a separate sum for improvements such as for new bathrooms and kitchens. Last year HHS expenditure was considerably above the original budget. This work was necessary because of backlogs of essential repairs but a budget for this year has been agreed and, provided no major unforeseen issues arise, it should be possible to operate within the allocated budget this year.

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. During this last year there were also several meetings with other organisations involved in housing issues in the city including those involved in the 'It Takes A City' initiative and the Chair and Treasurer of Cambridge Royal Albert Homes almshouses.

As stated in the introductory section we have had an issue with the tenancy of the Radegund pub resulting in the closure of the pub for most of the year. This has resulted in a loss of rental income, additional legal and estate agency costs and the loss of amenity of this historic pub for Cambridge residents.

Cambridge United Charities

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FOR THE YEAR ENDED 31 MARCH 2020

Trustees have been addressing the following almshouse issues:

- Ensuring that necessary repair works were carried out to the almshouses.
- Agreeing a change from CPI to RPI for the calculation of increases to the Weekly Maintenance Contribution (WMC) that almshouse residents pay.
- Operating a grant procedure for residents in need.
- Attending 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.
- Dealing with the issues arising from the landlord failing to pay the rent and the resultant closure of the Radegund pub.

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."

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 £17,600 was allocated by the Trustees during the year 2019-20 (although payment of one tranche was deferred). This accounted for about 13% of their total income for the year.

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.

During the Financial Year 2019-20 the following sums were allocated:

- £2,400 to Cambridge Homestart
- £1,000 to the Cambridge and South Cambridgeshire Children's Team
- £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.

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2020

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. Trustees have been addressing the main risks identified during the year 2019-20 which included addressing the issues regarding the closure of the Radegund pub, and delays to planning permission and finally the handover of Hobsons House (as outlined in the Key Issues section above).

The risk register identified the following Red and Amber risks as at March 2020:

RED RISK

- **Coronavirus:** The newly identified risk of serious illness in elderly people and those with pre-existing health condition (which includes many of our residents and some of our Trustees) has resulted in a number of changes to the operation of the charity (eg virtual meetings) as well as to our interaction with residents (eg phone calls instead of visits from VTs and emergency repairs only from HHS).

AMBER RISKS

- **Clarity of mission/strategy:** New Trustees are still settling into role and trying to ensure the main Board concentrates on longer term issues while sub-committees deal with day to day work. An Awayday will be held to discuss options for dealing with one-off sum from Hobson House when timescales are clearer.
- **Hobson House delays:** The recent pause due to Coronavirus may result in delays to the project but handover is complete and Henley Homes are now responsible for insurance.
- **Radegund pub closure:** Loss of rental income during 2019-20. Successful re-tendering process in early 2020 but recent issue with Coronavirus may cause further delays in 2020-21.
- **Possible cybersecurity risks:** Recent increase in this kind of fraud meaning increased attention necessary to dual payment authorisation, unsolicited emails *etc*.
- **Investment income reduction:** New investment brokers giving good service but general economic climate following Coronavirus emergency could depress income.
- **Accountancy service:** New accountants Chater Allen were appointed from August 2019. They are still settling into the role but early indications are that we are receiving a more proactive service.
- **Change of Secretary & Clerk:** Unfortunately our secretary & clerk tendered her resignation in February 2020. We are currently seeking a replacement and in the meanwhile the Chair and Treasurer are undertaking much of the work.
- **Coronavirus risk to the operation of the charity:** There could be difficulties in communication and efficient operation of the charity in this period where access to the office and ability to meet in person is restricted. Meetings are being conducted by Zoom.
- **Evacuation plans for resident emergencies:** The VTs and HHS have established plans but the potential for serious loss remains possible. Insurance cover includes costs of temporary accommodation for residents.

5) FINANCIAL REVIEW

The statement of financial activities for the year ending 31 March 2020 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 £1,244,035.

As discussed elsewhere we moved our investments from Brewin Dolphin to CCLA part way through 2019-20. Income from investments was £17,985 for the year (compared to £14,844 in 2018-19).

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2020

The accounts for the year 2019-20 show a total income for the Charity of £170,706 compared to £194,105 in 2018-19. This income was split between £165,615 for the Almshouse Branch and £5,091 for the Relief in Need Branch.

Income was £23,399 less than in the previous year, largely due to loss of income from the Radegund Pub (Almshouse branch) and cessation of income from Hobson House (Relief in Need branch).

Expenditure was £209,058 compared with £226,587 in 2018-19.

Overall expenditure exceeded income by £38,352. There was a surplus of £17,348 for the Almshouse Branch but a deficit of £49,684 for the Relief in Need Branch due mainly to increased professional fees and temporarily reduced income. There was a reduction of £6,016 in permanent endowment funds.

Given the level of cash reserves, Trustees are not unduly worried about these figures. A number of measures have been taken to reduce costs and increase income, as set out below. Furthermore, through the sale of Hobson House, the Charity is incurring some upfront costs which will be offset by the final sales proceeds and future rental income.

Trustees have been addressing the following financial issues:

- Agreeing a budget for 2020-2021.
- Continuing to monitor capital, income and cash-flow in the current economic climate.
- Reviewing the Charity's investment portfolio and changing fund managers to improve income from investments.
- Changing accountants and conducting an independent review rather than full-audit to improve service levels and reduce audit costs
- Dealing with the loss of income and increased professional fee costs for the Radegund pub.
- Agreeing a 30-year forecast of likely maintenance and improvement costs for the almshouses and increasing the frequency of interactions with HHS regarding controlling expenditure on repairs and maintenance.
- Reformulating and 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 2019-2020 the deposit account cash funds of the Charity amounted to £271,752.

Given the legal, insurance and consultancy costs associated with the disposal of Hobson House and the necessity of some extraordinary maintenance work to our almshouses, Trustees had seen it as prudent to retain high cash reserves over the past several years.

The Board discussed this issue in March 2019 and decided, in principle, to invest the sum of £200,000 from the reserves. However, given the further delays to the redevelopment of Hobson House and the recent problems with replacing the tenants at the Radegund pub a smaller transfer from reserves of perhaps £150,000 might be prudent.

For reference purposes, Cambridge United Charities' fund values at the end of the 2019-2020 financial year were as follows:

Almshouse Branch:

Permanent Endowment	£636,077
Restricted Funds	£416,146

Cambridge United Charities

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2020

Relief in Need Branch:

Permanent Endowment	£185,967
Restricted Funds	£1,720
 Total	 £1,239,910

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 10 July 2020 and signed on their behalf.

DocuSigned by:

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 Helen Valentine 20 November 2020
 Chair of Trustees

DocuSigned by:

4FABC61EB3E1464...
 Liz Bisset 25 November 2020
 Treasurer

Cambridge United Charities

INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 MARCH 2020

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 2020.

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').

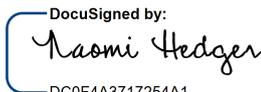
I report in respect of my examination of the charity's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

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.

DocuSigned by:

DC0F4A3717254A1...
N J Hedger BFP FCA CTA
Chater Allan LLP
Beech House
4a Newmarket Road
Cambridge, CB5 8DT

Date: 25 November 2020

Cambridge United Charities

STATEMENT OF FINANCIAL ACTIVITIES (incorporating Income and Expenditure Account) FOR THE YEAR ENDED 31 MARCH 2020

	Notes	Permanent Endowment Funds £	Restricted funds Almshouse £	Relief in need £	Total 2020 £	Total 2019 £
INCOME AND ENDOWMENTS FROM:						
Almshouses - Weekly Maintenance Contributions	2	-	147,881	-	147,881	128,483
Rent	2	-	4,805	-	4,805	49,848
Other income	2	-	35	-	35	930
Investments	3	-	12,894	5,091	17,985	14,844
Total Income and Endowments		-	165,615	5,091	170,706	194,105
EXPENDITURE ON:						
Charitable activities	4	6,016	148,267	54,775	209,058	226,587
Total Expenditure		6,016	148,267	54,775	209,058	226,587
Net Income /(Expenditure) Before Transfers		(6,016)	17,348	(49,684)	(38,352)	(32,482)
Transfers between Funds		-	-	-	-	-
NET INCOME / (EXPENDITURE) BEFORE OTHER GAINS AND LOSSES		(6,016)	17,348	(49,684)	(38,352)	(32,482)
Gains/(Losses) on Investment Assets		(45,456)	(9,741)	-	(55,197)	20,652
NET MOVMENT IN FUNDS		(51,472)	7,607	(49,684)	(93,549)	(11,830)
RECONCILIATION OF FUNDS:						
Total Funds brought forward		873,516	408,539	51,404	1,333,459	1,345,290
TOTAL FUNDS CARRIED FORWARD	13	822,044	416,146	1,720	1,239,910	1,333,460

Cambridge United Charities

BALANCE SHEET

FOR THE YEAR ENDED 31 MARCH 2020

	Note	2020		2019	
		£	£	£	£
Fixed assets					
Tangible fixed assets	8		342,963		348,980
Investments	9		582,229		637,426
			<u>925,192</u>		<u>986,406</u>
Current assets					
Debtors	10	62,408		57,063	
Cash at Bank and in Hand		<u>271,752</u>		<u>325,531</u>	
		334,160		382,594	
Liabilities					
Creditors: amounts falling due within one year	11	(15,317)		(31,416)	
			<u>318,843</u>		<u>351,178</u>
Total Assets less Current Liabilities			<u>1,244,035</u>		<u>1,337,584</u>
Creditors amounts falling due after more than one year	12		(4,125)		(4,125)
Net Assets			<u>1,239,910</u>		<u>1,333,459</u>
Funds					
Restricted Funds					
Almshouse Branch	13		416,146		408,539
Relief in Need Branch	13		<u>1,720</u>		<u>59,523</u>
			417,866		468,062
Permanent Endowment Funds					
Almshouse Branch	13		<u>822,044</u>		<u>865,397</u>
			822,044		865,397
Total Funds			<u>1,239,910</u>		<u>1,333,459</u>

The financial statements were approved by the Trustees on 6 November 2020 and signed on their behalf by:

DocuSigned by:

 603B8E97F5F94D3...
Prof Helen Valentine
 Chair

DocuSigned by:

 4FABC61EB3E1464...
Mrs Liz Bisset
 Trustee

The notes on pages 13 to 20 form part of these financial statements.

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

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 2020

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 2020

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 2020

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 2020 £	Total 2019 £
Almshouses - Weekly Maintenance Contributions	-	147,881	-	147,881	128,483
Rent	-	4,805	-	4,805	49,848
Other income	-	35	-	35	930
	-	152,721	-	152,721	179,261
Total in 2019	-	147,768	31,493	179,261	

3. INVESTMENT INCOME

	Permanent Endowment Funds £	Restricted funds Almshouse £	Relief in need £	Total 2020 £	Total 2019 £
Investment income - local listed investments	-	12,090	5,091	17,181	13,981
Interest income	-	804	-	804	863
	-	12,894	5,091	17,985	14,844
Total in 2019	-	10,875	3,969	14,844	

4. ANALYSIS OF EXPENDITURE BY ACTIVITIES

	Grant funding of activities £	Support costs £	Total 2020 £	Total 2019 £
Charitable activities				
Almshouse	-	154,283	154,283	181,494
Relief in need	15,800	38,975	54,775	45,093
	15,800	193,258	209,058	226,587
Charitable activities in 2019	25,800	200,787	226,587	

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

5. SUPPORT AND GOVERNANCE COSTS

	General Support £	Governance £	Total 2020 £	Total 2019 £
Repairs and maintenance	80,940	-	80,940	109,234
Light and heat	15,916	-	15,916	14,273
Water and sewerage charges	9,529	-	9,529	7,486
Insurance	17,873	-	17,873	16,064
Independent Living Service	551	-	551	401
Management fee	22,110	-	22,110	23,168
Consultancy	3,600	-	3,600	2,850
Cleaning	1,200	-	1,200	1,440
Residents allowance	1,399	-	1,399	608
Miscellaneous expenses	71	-	71	1,186
Professional fees	21,712	-	21,712	1,608
Subscriptions	341	-	341	438
Computer and website	-	-	-	158
Rent	4,823	-	4,823	4,576
Depreciation	6,017	-	6,017	6,017
Independent examination and accountancy	-	7,176	7,176	11,280
	<u>186,082</u>	<u>7,176</u>	<u>193,258</u>	<u>200,787</u>

6. ANALYSIS OF GRANTS

	Grants to Institutions £	Total 2020 £	Total 2019 £
Grants to institutions	15,800	15,800	25,800
	<u>15,800</u>	<u>15,800</u>	<u>25,800</u>

7. NET INCOME/ EXPENDITURE

	2020 £	2019 £
Depreciation of tangible fixed assets (owned by the Charity)	6,017	6,017
Independent examination and accountancy	7,176	11,280
	<u>13,193</u>	<u>17,297</u>

During the year, no trustees received any remuneration (2019 - £nil).

During the year, no trustees received any reimbursement of expenses (2019 - £nil).

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

8. TANGIBLE FIXED ASSETS

	Freehold land	Housing properties	Total 2020 £	Total 2019 £
Cost				
As at 1 April 2019	14,700	346,314	361,014	361,014
As at 31 March 2020	<u>14,700</u>	<u>346,314</u>	<u>361,014</u>	<u>361,014</u>
Depreciation				
As at 1 April 2019	-	12,034	12,034	6,017
Charge for the year	-	6,017	6,017	6,017
As at 31 March 2020	<u>-</u>	<u>18,051</u>	<u>18,051</u>	<u>12,034</u>
Net Book Value				
As at 31 March 2020	<u>14,700</u>	<u>328,263</u>	<u>342,963</u>	<u>348,980</u>
As at 31 March 2019	<u>14,700</u>	<u>334,280</u>	<u>348,980</u>	<u>354,997</u>

9. FIXED ASSET INVESTMENTS

	Listed Securities 2020 £	Listed Securities 2019 £
Market Value		
Market value brought forward	637,426	616,774
Unrealised gain/(loss) in the year	(55,197)	20,652
Market value carried forward	<u>582,229</u>	<u>637,426</u>
Listed Investments	582,229	637,426
	<u>582,229</u>	<u>637,426</u>
Historical cost	<u>559,797</u>	<u>559,797</u>

All the fixed asset investments are held in the UK

10. DEBTORS

	2020 £	2019 £
Trade debtors	34,872	32,174
Other debtors	4,395	13,150
Prepayments and accrued income	23,141	11,739
	<u>62,408</u>	<u>57,063</u>

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

11. CREDITORS	2020 £	2019 £
Trade creditors	14,417	20,566
Accruals and deferred income	900	10,850
	<u>15,317</u>	<u>31,416</u>

12. CREDITORS: Amounts falling due after more than one year

Other creditors	4,125	4,125
	<u>4,125</u>	<u>4,125</u>

13. STATEMENT OF FUNDS

	Brought forward	Income	Expenditure	Gains/ (losses)	Transfers	Carried forward
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>

14. STATEMENT OF FUNDS (COMPARATIVE)

Restricted funds

Relief in need	61,035	35,462	(45,093)	-	-	51,404
Almshouses	417,442	158,643	(175,478)	7,932	-	408,539
	<u>478,477</u>	<u>194,105</u>	<u>(220,571)</u>	<u>7,932</u>	<u>-</u>	<u>459,943</u>

Permanent endowment funds

Relief in need	193,431	-	-	8,119	-	201,550
Almshouses	673,382	-	(6,017)	4,601	-	671,966
	<u>866,813</u>	<u>-</u>	<u>(6,017)</u>	<u>12,720</u>	<u>-</u>	<u>873,516</u>
Total funds	<u>1,345,290</u>	<u>194,105</u>	<u>(226,588)</u>	<u>20,652</u>	<u>-</u>	<u>1,333,459</u>

Cambridge United Charities

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2020

15. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Permanent Endowment Funds £	Restricted funds Almshouse £	Relief in need £	Total 2020 £	Total 2019 £
Tangible fixed assets	342,963	-	-	342,963	348,980
Fixed asset investments	479,081	103,148	-	582,229	637,426
Current assets	-	334,160	-	334,160	382,594
Creditors due within one year	-	(17,037)	1,720	(15,317)	(31,416)
Creditors due after more than one year	-	(4,125)	-	(4,125)	(4,125)
	<u>822,044</u>	<u>416,146</u>	<u>1,720</u>	<u>1,239,910</u>	<u>1,333,459</u>

16. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

	Permanent Endowment Funds £	Restricted funds Almshouse £	Relief in need £	Total 2019 £
INCOME AND ENDOWMENTS FROM:				
Almshouses - Weekly Maintenance Contributions	-	128,483	-	128,483
Rent	-	19,250	30,598	49,848
Other income	-	35	895	930
Investments	-	10,875	3,969	14,844
Total Income and Endowments	<u>-</u>	<u>158,643</u>	<u>35,462</u>	<u>194,105</u>
EXPENDITURE ON:				
Charitable activities	6,017	175,478	45,093	226,588
Total Expenditure	<u>6,017</u>	<u>175,478</u>	<u>45,093</u>	<u>226,588</u>
Net Income /(Expenditure) Before Transfers	<u>(6,017)</u>	<u>(16,835)</u>	<u>(9,631)</u>	<u>(32,483)</u>
Transfers between Funds	-	-	-	-
NET INCOME / (EXPENDITURE) BEFORE OTHER GAINS AND LOSSES	<u>(6,017)</u>	<u>(16,835)</u>	<u>(9,631)</u>	<u>(32,483)</u>
Gains/(Losses) on Investment Assets	12,720	7,932	-	20,652
NET MOVMENT IN FUNDS	<u>6,703</u>	<u>(8,903)</u>	<u>(9,631)</u>	<u>(11,831)</u>
RECONCILIATION OF FUNDS:				
Total Funds brought forward	866,813	417,442	61,035	1,345,290
TOTAL FUNDS CARRIED FORWARD	<u>873,516</u>	<u>408,539</u>	<u>51,404</u>	<u>1,333,459</u>