

BUCKDEN PAROCHIAL CHARITIES

THE ALMSHOUSE CHARITIES OF JAMES SOUTH AND WILLIAM BURBERRY

Chairman of Trustees: Dr Alec MacAndrew

ANNUAL REPORT/RETURN AND ACCOUNTS 2020

1. This report incorporates the charities' annual return and set of accounts covering the year from 1 January 2020 to 31 December 2020.

2. The Charity

Buckden Parochial Charities has operated as one charity since 11 October 2008, the Almshouse Charities of James South and William Burberry – No 810227.

The application of income from this Charity is for the benefit of the residents of the Almshouses (including the Burberry Homes) collectively or individually.

3. 2020 Annual Accounts and Notes

These have been accepted by the Trustees at their meeting on 11 March 2021 after having been subject to an independent examination and are attached to this report. Those wishing to study them in detail may obtain copies from the Clerk to the Trustees.

Income: Total income for the year 2020 was £91,887.

Expenditure: The bulk of the spend was on Utilities, Repairs and Maintenance and the Warden. £31,065 was spent on maintenance and £33,215 on Administration and Utilities and the Warden. The Trustees authorised the purchase of an additional £35,000 of shares to be invested in the CCLA fund in December 2020.

Maintenance Fund

The balance at the end of the year was £98,989.

Extraordinary Repair Fund

The balance at the end of the year was £163,375.

Fixed and Current Assets (Shares)

Investments are managed by CCLA and M&G Securities on behalf of the Charity. At 31 December 2020 the value of the two holdings was £725,479. There was £28,760 in the bank account.

4. The Almshouse Association

The Almshouse Charities of James South and William Burberry is a member of the Almshouse Association (membership no 710)

5. **Trustees**

At the March 2020 meeting of Trustees Mr Richard Noble was re-appointed as a Co-opted Trustee for a further period of 5 years. Also at the March 2020 meeting Mrs Betty Millard was re-elected Vice Chairman of the Trust Board until 25 June 2020. At the 25 June 2020 Trust Board Mrs Millard tendered her resignation as Vice Chairman but continues as a Trustee. At the same meeting Mr John Thelwall was elected Vice-Chairman for the remainder of the year.

Co-opted Trustees (appointed for a 5-year term)

Mr John Molyneux

Mr John Thelwall Vice Chairman from 25 June 2020 until the end of the year

Mr Richard Noble

Mrs Pam Siddall

Mrs Angela Bruce

Mrs Margaret Murray-Smith

Nominative Trustees (appointed by Parish Council for a 4-year term)

Mrs Betty Millard Vice Chairman from 1 January 2020 until 25 June 2020

Dr Alec MacAndrew Chairman

6. **Meetings**

A total of four Ordinary meetings of Trustees were held during the year. There was no meeting of the Estates Committee held 2020.

7. **Officers of the Charity**

Clerk to the Trustees: Mr Joe Greenway 2, St.Hughs Road, Buckden, St. Neots. Cambs. PE19 5UB, Tel. 01480 810603/07745889759.

Treasurer: Mr Alistair Henderson. Contact details available from the Clerk.

8. **Location**

1 to 8 The South's Almshouses and 24 to 36 Church Street (Burberry Homes) situated in Church Street, Buckden, on either side of the Methodist Church. There are 15 one-bedroomed flats in total used as almshouses. In addition, the Charity owns the Wardens home, 38 Church Street, and land let as allotments on the western side of the A1, south of Buckden roundabout.

9. **The Warden**

The Warden, Mrs Sue Golby retired in August 2020 after 22 years' service. The Trustees wish to express their thanks and gratitude for her long and successful service to the charity and its residents. During the period June to August 2020 the Trustees successfully recruited a replacement Warden. Mrs Barbara Herlihy commenced work in late August 2020. The Trustees made the decision many years ago that when the previous Warden retired the replacement would not need to live on site. The new Warden lives withing a 10-minute drive of the Almshouses. She has fitted in extremely well and is liked by both residents and Trustees. She successfully passed her probationary period and in now a permanent employee of the Charity.

10. **Activities during the year**

- a. Like the rest of society, the charity has had to manage the impact of the Covid-19 pandemic and the lockdowns that were introduced as a consequence. All residents managed self-isolation well and kept themselves pretty much to themselves. During actual lockdown, daily contact by the Warden was by telephone only. Outside of the full lockdowns the Warden maintained social distancing and wore a mask and didn't actually enter any of the flats unless absolutely necessary when visiting. Visits only took place if the resident was content to be visited. As at 31 December 2020 no resident has fallen ill with Covid 19.

Other consequences of the pandemic have been:

- Cancellation of the annual Open Forum for residents and trustees.
 - A delay in completion of the remedial maintenance identified by the quinquennial survey undertaken in summer 2019 and approved by the Estates Committee in October 2019. Most of the works were able to be completed once the first lockdown restrictions were eased but one substantial item is still outstanding.
 - All Trust Board meetings being held as virtual on-line meetings since March 2020.
 - Recruitment of the new warden following social distancing measures.
- b. Trustees explored the various options for the previous Warden's house which is part of the Burberry Homes and has never been used as an almshouse. They concluded that the best option was to make the property good for rental on an assured shorthold tenancy. Much of the autumn was spent making the property statutorily compliant, and as at December 2020, this is still a work in progress. The Trustees are confident in being able to quickly rent the property in early 2021 and so generate additional income for the charity.
 - c. Trustees continued to progress the application for the charity to become a Charitable Incorporated Organisation (CIO) and hope to submit its application to the Charity Commission in early 2021.
 - d. Despite the lockdowns Trustees have made progress on the strategic review of the charity's estate.

11. **Weekly Maintenance Contributions**

At the September 2020 meeting the Trustees decided to increase the WMC for 2021 such that it continues to be at 70% of the median private rental for similar properties in the area.

12. **Vacancies**

At the end of 2020 there were no vacancies at either the South's or the Burberry's.

13. **Medical, paramedical, social services and volunteer support**

We must record the gratitude of the residents and of ourselves for the unstinting support received from so many sources; carers, ambulance staff, physiotherapists, chiropodists, hairdressers and Buckden Surgery in particular.

Joe Greenway,
Clerk to the Trustees for the Trustees of the
Almshouse Charities of James South &
William Burberry

March 2021

Charity Number: 810227