

CROWHURST PARISH CHARITIES

RELIEF in NEED, charity number 200315 and
ALTAR COTTAGES, charity number 1012220

ANNUAL REPORT APRIL 2017

The principal responsibilities of the Trustees of Crowhurst Parish Charities are:

- Proper operation of the charities to include Annual Reports to the Charity Commission and compliance with other relevant and applicable legislation / regulation which includes Health and Safety (a Risk Register to replace our Statement of Recommended Practice), the 'Small Entity' Financial Reporting Standard 102 and English Heritage policies relating to the Grade II listed Altar Cottages.
- Maintenance of properties and welfare of residents who must be self-sufficient as there is no warden service.
- Distribution of appropriate assistance to properly assessed and qualifying recipients.
- Uphold confidentiality of all personal data.
- Assessment and management of risk relating to all of the above.

The Trustees fulfil these obligations by operating in accordance with the governing Trust Deed and, where necessary, seeking expert advice from external sources such as the Charity Commission, the Almshouse Association and appropriately qualified specialists.

CHAIRMAN'S REPORT 2016 – 2017

Crowhurst Parish Charities are managed by five Trustees as follows:

- The Vicar of the Parish who is *ex-officio*
- Two nominative members – each serving for four years and appointed by the Parish Council
- Two co-optative members – each serving for five years and appointed by the other serving Trustees.

The Trustees are pleased to confirm that Mrs Cathy Booth was appointed Clerk to the Charities in the autumn of 2016. Cathy has already mastered the complexities of legislation changes affecting our charities and is our principal administrative contact (crowhurstcharities@yahoo.com). The Treasurer's role continues to be fulfilled by one of the Trustees.

As in previous years, the Relief in Need Charity, funded principally by the Henry Smith Charity, has provided direct and indirect assistance for local folk. In round numbers this Charity received an income of £2,500 during the financial year ending 31/3/2017 whilst expenditure was £1,700. Presently we hold reserves of £2,300.

For some time the Trustees have been trying – with little success so far – to improve the flood defences of Altar Cottages. Presently we are pressing on with support from District and County Councillors to have a kerb fitted along the lay-by fronting the cottages. During 2016-17 works on the cottages have included repairs, external painting, certification of the electrical wiring and fixtures, plus an asbestos survey. These and other expenses are met from the Charity's maintenance fund whilst other monies are held in reserve for designated purposes. Income for our financial year 2016-2017 was £6,200 and expenditure £3,100 with assets standing at £80,000.

Finally, I would like to thank my fellow Trustees for their hard work and dedication to the administration and operation of Crowhurst Parish Charities.