

REGISTERED COMPANY NUMBER: 07897171 (England and Wales)
REGISTERED CHARITY NUMBER: 1147973

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended 31 March 2019
for**

Westbrook Housing

Westbrook Housing

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for the year ended 31 March 2019**

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Westbrook Housing

Report of the Trustees for the year ended 31 March 2019

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2019. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

OBJECTIVES AND ACTIVITIES

Objectives and aims

The aim of Westbrook Housing is to provide a much needed service for people with disabilities to grant tenancies at affordable rents whilst facilitating, via a third party, care and support for them.

This will reduce the reliance on residential care homes for clients who are able to lead more independent lives and increase the individual's ability to access community services.

Our long term objective is to reduce the reliance for some clients on support as they develop the skills to lead independent lives.

Significant activities

The main activity of the charity is that of leasing properties to rent out to those with disabilities at an affordable rent.

Public benefit

The Trustee Directors confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

The Trustee Directors consider the Charity benefits the public by supporting and providing accommodation for individuals with epilepsy and meets the needs of the wider community via these and other services it provides.

ACHIEVEMENT AND PERFORMANCE

Charitable activities

During the year the main activity was to provide accommodation to support client living with epilepsy to be able to live within the community. The charity achieved this by providing two properties for those with disabilities throughout the year.

FINANCIAL REVIEW

Financial position

There has been a small decrease in reserves for the financial year with the charity showing a deficit with negative funds of £16,293 (2018: £11,086).

Investment policy and objectives

The Trustees are recruited to maintain a balance of skills, qualifications and experience to ensure that the Charity is managed efficiently and knowledgeably. When a vacancy occurs, a profile of the new Trustee is agreed, with suitable candidates identified possessing the expertise required. References are obtained for any new Trustee, including a criminal records bureau check.

All new Trustees are given a copy of the Charity Commissioners' booklet on the responsibilities of a trustee. A file of essential information is provided as part of their induction programme.

Reserves policy

The Charity needs to have reserves to enable it to meet its charitable obligations should there be an unexpected revenue shortfall. Whilst negative funds exist at the end of both years, the Charity has the continued support of The Meath Epilepsy Charity.

Westbrook Housing

**Report of the Trustees
for the year ended 31 March 2019**

FINANCIAL REVIEW

Funds in deficit

As described above the charity has a deficit at the end of the year in unrestricted funds. The charity continues to be supported by The Meath Epilepsy Charity and had a loan outstanding totalling £30,000 (2018: £39,013) at the year end and the Trustees have confirmed their continued support. The charity plans to continue generating a surplus through its charitable activity to address the deficit position.

FUTURE PLANS

The future plans are to continue leasing properties and rent these to residents in line with the charities objectives. The charity will continue to reduce the level of negative funds removing the reliance of support from The Meath Epilepsy Charity.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

07897171 (England and Wales)

Registered Charity number

1147973

Registered office

Westbrook Road
Godalming
Surrey
GU7 2QH

Trustees

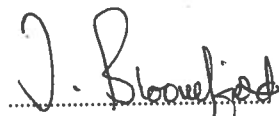
| | |
|--------------|-----------------------|
| T Bloomfield | |
| D L January | - resigned 17/9/2018 |
| M S H Ring | |
| B K Stokes | |
| I Clapp | - appointed 22/3/2019 |

Independent examiner

Crowe U.K. LLP
Statutory Auditor
St Bride's House
10 Salisbury Square
London
EC4Y 8EH

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 20/9/2019 and signed on its behalf by:


.....
T Bloomfield - Trustee

Independent examiner's report to the Trustees of Westbrook Housing ("the Company")

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2019, which are set out on pages 4 to 10.

Use of my report

This report is made solely to the charitable Company's trustees, as a body, in accordance with section 154 of the Charities Act 2011. My independent examiners work has been undertaken so that that I might state to the charitable Company's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charitable Company and the charitable Company's trustees as a body for my independent examiner's work, for this report or for the opinions I have formed.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').


Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's report

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

- (1) accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those accounting records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.



Tim Redwood
Crowe U.K LLP
London

Date: 13/11/19

Westbrook Housing

Statement of Financial Activities for the year ended 31 March 2019

| | Notes | 2019 Unrestricted fund £ | 2018 Total funds £ |
|-------------------------------------|-------|-----------------------------------|-----------------------------|
| INCOME AND ENDOWMENTS FROM | | | |
| Charitable activities | | | |
| Housing for those with disabilities | | 56,240 | 57,053 |
| Other housing | | - | 6,300 |
| Total | | 56,240 | 63,353 |
| | | | |
| EXPENDITURE ON | | | |
| Charitable activities | | | |
| Housing for those with disabilities | | 47,748 | 47,541 |
| Other housing | | - | 6,300 |
| Other | | 13,700 | 1,643 |
| Total | | 61,448 | 55,484 |
| | | | |
| NET INCOME/(EXPENDITURE) | | (5,208) | 7,869 |
| | | | |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward | | (11,086) | (18,955) |
| | | | |
| TOTAL FUNDS CARRIED FORWARD | | (16,294) | (11,086) |

The notes form part of these financial statements

Westbrook Housing

**Balance Sheet
At 31 March 2019**

| | Notes | 2019 Unrestricted fund £ | 2018 Total funds £ |
|--|-------|-----------------------------------|-----------------------------|
| CURRENT ASSETS | | | |
| Debtors | 5 | 7,620 | 12,682 |
| Cash at bank | | 8,646 | 16,245 |
| | | <u>16,266</u> | <u>28,927</u> |
| CREDITORS | | | |
| Amounts falling due within one year | 6 | (32,560) | (40,013) |
| | | <u>(16,294)</u> | <u>(11,086)</u> |
| NET CURRENT ASSETS/(LIABILITIES) | | | |
| | | <u>(16,294)</u> | <u>(11,086)</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | |
| | | <u>(16,294)</u> | <u>(11,086)</u> |
| NET ASSETS/(LIABILITIES) | | | |
| | | <u>(16,294)</u> | <u>(11,086)</u> |
| FUNDS | | | |
| Unrestricted funds | 8 | (16,294) | (11,086) |
| TOTAL FUNDS | | <u>(16,294)</u> | <u>(11,086)</u> |

The notes form part of these financial statements

Westbrook Housing

Balance Sheet - continued
At 31 March 2019

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2019.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2019 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved and authorised for issue by the Board of Trustees on and were signed on its behalf by:


.....
T Bloomfield -Trustee

The notes form part of these financial statements

Westbrook Housing

Notes to the Financial Statements for the year ended 31 March 2019

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Having considered the financial position of the Charity and plans and forecasts for future periods, the Trustees are satisfied that there is no material uncertainty around the ability of the Charity to continue as a going concern for the foreseeable future. The financial statements have therefore been prepared on the basis that the charity is a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Rental income is recognised in the period in which it entitles the tenant to use the property.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

2. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

| | 2019 | 2018 |
|------------------------|--------|--------|
| | £ | £ |
| Other operating leases | 47,748 | 53,841 |

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2019 nor for the year ended 31 March 2018.

Westbrook Housing

Notes to the Financial Statements - continued
for the year ended 31 March 2019

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

| | Unrestricted fund £ |
|--|----------------------------|
| INCOME AND ENDOWMENTS FROM | |
| Charitable activities | |
| Housing for those with disabilities | 57,053 |
| Other housing | 6,300 |
| Total | <u>63,353</u> |
| EXPENDITURE ON | |
| Charitable activities | |
| Housing for those with disabilities | 47,541 |
| Other housing | 6,300 |
| Other | 1,643 |
| Total | <u>55,484</u> |
| NET INCOME/(EXPENDITURE) | <u>7,869</u> |
| RECONCILIATION OF FUNDS | |
| Total funds brought forward | (18,955) |
| TOTAL FUNDS CARRIED FORWARD | <u><u>(11,086)</u></u> |

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2019 £ | 2018 £ |
|--------------------------------|--------------|---------------|
| Other debtors | 7,620 | 3,320 |
| Prepayments and accrued income | - | 9,362 |
| | <u>7,620</u> | <u>12,682</u> |

6. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | 2019 £ | 2018 £ |
|--|---------------|---------------|
| Amounts owed to the Meath Epilepsy Charity | 30,000 | 39,013 |
| Accruals and deferred income | 2,560 | 1,000 |
| | <u>32,560</u> | <u>40,013</u> |

Westbrook Housing

**Notes to the Financial Statements - continued
for the year ended 31 March 2019**

7. LEASING AGREEMENTS

Minimum lease payments under non-cancellable operating leases fall due as follows:

| | 2019 £ | 2018 £ |
|----------------------------|----------------|----------------|
| Within one year | 30,000 | 39,318 |
| Between one and five years | 130,000 | 120,000 |
| In more than five years | - | 42,500 |
| | <u>160,000</u> | <u>201,818</u> |

8. MOVEMENT IN FUNDS

| | At 1/4/18 £ | Net movement in funds £ | At 31/3/19 £ |
|---------------------------|-----------------|-------------------------------|-----------------|
| Unrestricted funds | | | |
| General fund | (11,086) | (5,208) | (16,294) |
| TOTAL FUNDS | <u>(11,086)</u> | <u>(5,208)</u> | <u>(16,294)</u> |

Net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 56,240 | (61,448) | (5,208) |
| TOTAL FUNDS | <u>56,240</u> | <u>(61,448)</u> | <u>(5,208)</u> |

Comparatives for movement in funds

| | At 1/4/17 £ | Net movement in funds £ | At 31/3/18 £ |
|---------------------------|-----------------|-------------------------------|-----------------|
| Unrestricted Funds | | | |
| General fund | (18,955) | 7,869 | (11,086) |
| TOTAL FUNDS | <u>(18,955)</u> | <u>7,869</u> | <u>(11,086)</u> |

Westbrook Housing

Notes to the Financial Statements - continued for the year ended 31 March 2019

8. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 63,353 | (55,484) | 7,869 |
| TOTAL FUNDS | <u>63,353</u> | <u>(55,484)</u> | <u>7,869</u> |

A current year 12 months and prior year 12 months combined position is as follows:

| | At 1/4/17 £ | Net movement in funds £ | At 31/3/19 £ |
|---------------------------|-----------------|-------------------------------|-----------------|
| Unrestricted funds | | | |
| General fund | (18,955) | 2,661 | (16,294) |
| TOTAL FUNDS | <u>(18,955)</u> | <u>2,661</u> | <u>(16,294)</u> |

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

| | Incoming resources £ | Resources expended £ | Movement in funds £ |
|---------------------------|----------------------------|----------------------------|---------------------------|
| Unrestricted funds | | | |
| General fund | 119,593 | (116,932) | 2,661 |
| TOTAL FUNDS | <u>119,593</u> | <u>(116,932)</u> | <u>2,661</u> |

9. RELATED PARTY DISCLOSURES

Two trustees of Westbrook Housing are also trustees of The Meath Epilepsy Charity. At 31 March 2019 the charity had a loan balance of £30,000 (2018: £30,000) outstanding with The Meath Epilepsy Charity, shown within creditors.

In the year 2018 one property was leased from The Meath Epilepsy Charity, £6,300 was paid against the lease.

A letter of support has been provided to Westbrook Housing from The Meath Epilepsy Charity.

10. ULTIMATE CONTROLLING PARTY

The charity is controlled by the Trustees

Westbrook Housing

**Detailed Statement of Financial Activities
for the year ended 31 March 2019**

| | 2019 | 2018 |
|-------------------------------------|------------------------------|---------------------|
| | £ | £ |
| INCOME AND ENDOWMENTS | | |
| Charitable activities | | |
| Housing for those with disabilities | 56,240 | 57,053 |
| Other Housing | - | 6,300 |
| | <u>56,240</u> | <u>63,353</u> |
| Total incoming resources | 56,240 | 63,353 |
| EXPENDITURE | | |
| Charitable activities | | |
| Other operating leases | 47,748 | 53,841 |
| Support costs | | |
| Finance | | |
| No description | 13,700 | 1,643 |
| | <u>61,448</u> | <u>55,484</u> |
| Total resources expended | 61,448 | 55,484 |
| | <u><u>(5,208)</u></u> | <u><u>7,869</u></u> |
| Net (expenditure)/income | | |

This page does not form part of the statutory financial statements

