

THE HOSKING HOUSE TRUST
Registered Charity No. 1076713
RECEIPTS AND PAYMENTS ACCOUNTS
FOR THE YEAR ENDED
31 MARCH 2013

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FOR THE YEAR ENDED
31 MARCH 2013

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THE HOSKING HOUSE TRUST

TRUSTEES AND ADVISERS

FOR THE YEAR ENDED 31 MARCH 2013

THE HOSKING HOUSE TRUST

TRUSTEES, STAFF AND ADVISERS
for the year ending 31st March 2013

Trustees

Ian Danby (resigned October 2012)
Kathleen Duncan (resigned October 2012)
Paul Edmondson (chair)
Kate McLuskie
Elizabeth Speller (appointed May 2012)
Lavinia Sidgwick
Tim Taylor (appointed October 2012)

Patrons Marina Warner and Catherine Bott

Staff

Sarah Hosking, secretary/founder (voluntary)
Jane Farr, part-time book-keeper (resigned May 2012)
John Elliott, part-time gardener/handyman

Principal office

33, The Square,
Clifford Chambers
Stratford-upon-Avon
Warwickshire CV37 8HT

Bankers

Lloyds TSB Bank plc
National Clubs and Charities Centre,
Sedgemoor House,
Deane Gate Avenue,
Blackbrook Business Park,
Taunton,
Somerset TA1 2UF

Solicitor

AES Winterbothams,
Stokescroft,
Cossack Square,
Nailsworth,
Gloucestershire GL6 0DZ

Independent Examiner

H.L. Barnes and Sons
Chartered Accountants
Barclays Bank Chambers
Stratford-upon-Avon
Warwickshire CV37 6AH

THE HOSKING HOUSE TRUST

Report of the Trustees

For the year 1st April 2012 to 31st March 2013

The Trustees hereby present their report with the financial statements of the Charity. These have been prepared in accordance with appropriate accounting policies and comply with the Charity's Trust Deed and applicable law.

Governance and structure

The Hosking House Trust is constituted under a trust deed dated April 1995 and is a registered charity (no. 1076713). It is controlled by this trust deed and constitutes an unincorporated charity. The object of the charity is the relief of poverty by providing, maintaining and improving accommodation and financial support for women artists/writers of further promise and acknowledged achievement.

Organisation and management

The Trust is entitled to appoint between three and eight Trustees but has for some years conducted its business with five committed Trustees, including the position of chair. Trustees may serve for three years, with the option of re-appointment for a further three or further six years (nine years maximum) with the chair elected or re-elected every two years.

During the year, Ian Danby and Kathleen Duncan both resigned as trustees and Elizabeth Speller and Tim Taylor were appointed; Tim Taylor acting also for Jane Farr, who resigned as book-keeper. Paul Edmondson continued as chair.

All policy developments including strategic, cultural and financial decisions relating to the Trust have to be formally approved by a majority of Trustees. This year, the management of the Trust continued uninterrupted as previously, with Sarah Hosking as the sole officer.

Activities and achievements

The Trustees met twice, on 15th May and 12th October 2012. Fund raising had been successful the previous year and, shortly after the start of the new financial year of 2012, adequate funding was available and a full year's programme of writers appointed for residencies. From these appointments, there has or will eventually occur five books, one 'performance', one exhibition and the furtherment of seven careers. Church Cottage was almost continuously occupied and the writers stayed from between three weeks and three months. They were-

| | |
|-------------------------|---|
| <u>Mary Jane Baxter</u> | (until May) writer/journalist |
| <u>Natasha Davis</u> | (May/June) performance artist/writer |
| <u>Kapka Kassabova</u> | (June/August) poet/writer (Shakespeare Birthplace Trust appointment, hosted by HHT) |
| <u>Helen Stanton</u> | (August) theologian |
| <u>Val Horsler</u> | (September) historian, assisting HHT on their intended publication; 'Round the Square and Up the Aisle' |
| <u>Kitty Fitzgerald</u> | (September/December) novelist |
| <u>Teresa Howard</u> | (January/March) playwright |

Reports were received from all writers and all were satisfied with their residence.

Principal funding sources

The Trust started the year with an unexpected deficit of funds compared to commitments due to provisionally allocated money being delayed by a few weeks. However, in the course of the year £27,000 was received from trusts/charities, £1,519 from personal donations, £490 from direct debits and £470 from earnings and card sales.

While this funding enabled our programme to proceed without interruption, there has been considerable discussion about future funding and new initiatives. Our entire programme and future depends on funding so this has been the main issue for trustees.

Future plans decided

The decisions made last year about the long-term future of the Trust (the replacement of present activities with an arts prize) has reassured trustees and sponsors as to our viability. For the immediate future, we have sponsored and commissioned a book about our part of the Village, *Round the Square* and *Up the Aisle*, which is intended to represent our aesthetic and cultural nature, and to be used in fund raising on a more ambitious scale (intended publication autumn 2013).

Reserves policy

The Trustees continue a policy whereby financial resources in the bank are adequate to cover any programme in progress, and no programme is started without the resources to complete it; appointment letters to residents always carry the proviso 'if funds permit'. These arrangements have occasionally been guaranteed with the arrangement of a bank overdraft but this has not recently been utilised.

The year represents an energetic year of a successful programme, amply funded and with trustees who are professional and committed.

Approved by the Trustees and signed on their behalf by :

.....
Paul Edmondson

1 July 2013

**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF THE HOSKING HOUSE TRUST**

I report on the accounts of the Trust for the year ended 31 March 2013 which are set out on pages 5 and 6.

Respective responsibilities of trustees and examiner

The Charity's trustees are responsible for the preparation of the accounts. The Charity's trustees consider that an audit is not required for this year under Section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to :

- examine the accounts under Section 145 of the Charities Act;
- follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the Charities Act); and
- state whether particular matters have come to my attention.

Basis of independent examiner's statement

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention :

- (1) which gives me reasonable cause to believe that, in any material respect, the trustees have not met the requirements to ensure that :
 - proper accounting records are kept in accordance with Sections 130 of the Charities Act; and
 - accounts are prepared which accord with the accounting records and comply with the accounting requirements of the Charities Act; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

P L WOODWARD FCA
Chartered Accountant
H L Barnes and Sons
Barclays Bank Chambers
Stratford upon Avon

1 July 2013

THE HOSKING HOUSE TRUST
RECEIPTS AND PAYMENTS ACCOUNT
FOR THE YEAR ENDED 31 MARCH 2013

| | | 2013 | 2012 |
|---|-------------------------|----------------|----------------|
| | £ | £ | £ |
| RECEIPTS | | | |
| Donations | | 29,009 | 9,827 |
| Fundraising activities | | 28 | 717 |
| Christmas card sales (designated) (see note 2) | | 442 | - |
| Marc Fitch Fund re: Nat Alcock (restricted) (see note 1) | | - | 1,000 |
| TOTAL RECEIPTS | | 29,479 | 11,544 |
| PAYMENTS | | | |
| Church Cottage costs | Council tax | 1,046 | 1,041 |
| | Heat and light | 1,138 | 812 |
| | Water | 332 | 154 |
| | Telephone | 485 | 476 |
| | Gardener | 734 | 768 |
| | Computer maintenance | 110 | 363 |
| | Insurances | 222 | 226 |
| | Repairs | 926 | - |
| | General | 404 | 1,340 |
| | | 5,397 | 5,180 |
| Administrative costs | Bank charges | 142 | - |
| | Bookkeeping | 169 | 834 |
| | Secretarial | 1,500 | 1,500 |
| | Entertaining | 308 | 588 |
| | Printed material | 935 | 464 |
| | Telephone | 784 | 993 |
| | Travel | 7 | 268 |
| | Website | 90 | 12 |
| | Postage | 284 | 205 |
| | Stationery | 578 | 390 |
| | Repairs | 99 | - |
| | Just Giving | 216 | 216 |
| | Independent examination | 735 | 900 |
| | Camera | 160 | - |
| | | 6,007 | 6,370 |
| Bursaries paid | | 8,000 | 6,675 |
| John Cheal – Round the Square and Up the Aisle (see note 2) | | 650 | - |
| Marc Fitch Fund monies to Nat Alcock (restricted) (see note 1) | | - | 1,000 |
| TOTAL PAYMENTS | | 20,054 | 19,225 |
| EXCESS OF RECEIPTS OVER PAYMENTS/ (EXCESS OF PAYMENTS OVER RECEIPTS) | | 9,425 | (7,681) |
| Bank balance brought forward at 1 April 2012 | | 103 | 7,784 |
| Bank balance carried forward at 31 March 2013 | | £ 9,528 | £ 103 |

All entries relate to unrestricted funds unless marked otherwise.

THE HOSKING HOUSE TRUST

STATEMENT OF ASSETS AND LIABILITIES

AS AT 31 MARCH 2013

| | 2013 (unrestricted funds) | 2012 (unrestricted funds) |
|--|---------------------------------|---------------------------------|
| CASH FUND | | |
| Lloyds TSB Bank plc account number 02290333 | £ 9,528 | £ 103 |
| | <u> </u> | <u> </u> |
| INVESTMENT ASSETS | | |
| The Trust is a 25% beneficial tenant in common with Sarah Hosking of the property 33 The Square, Clifford Chambers. (The whole property was last valued on 5 November 2010 by Sheldon Bosley and Partners, Chartered Surveyors at £242,000) | £ 60,500 | £ 60,500 |
| | <u> </u> | <u> </u> |
| ASSETS RETAINED FOR THE CHARITY'S OWN USE | | |
| Freehold property – Church Cottage, 35 The Square, Clifford Chambers. (The property was last valued on 5 November 2010 by Sheldon Bosley and Partners at £180,000) | £ 180,000 | £ 180,000 |
| | <u> </u> | <u> </u> |
| OTHER ASSETS | | |
| Miscellaneous prepayments | £ 168 | £ - |
| | <u> </u> | <u> </u> |
| LIABILITIES | | |
| Loan account with Sarah Hosking (see note 3) : | | |
| Balance brought forward at 1 April 2012 | 8,706 | 10,671 |
| Less rent paid by Sarah Hosking for personal use of the 25% of 33 The Square, owned by the charity | 1,965 | 1,965 |
| | <u> </u> | <u> </u> |
| Balance carried forward at 31 March 2013 | 6,741 | 8,706 |
| Accountants fee : | | |
| Preparation of accounts and independent examination (year ended 31 March 2013) | 600 | 720 |
| Preparation of accounts and independent examination Cooper Adams (balance of year ended 31 March 2010) | 405 | 405 |
| Mary Jane Baxter Bursary March 2012 | - | 500 |
| Miscellaneous accruals | 475 | 426 |
| | <u> </u> | <u> </u> |
| | £ 8,221 | £ 10,757 |
| | <u> </u> | <u> </u> |

Approved by the Trustees and signed on their behalf by :

.....
Paul Edmondson

1 July 2013

THE HOSKING HOUSE TRUST
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2013

Note 1 Marc Fitch Fund re : Nat Alcock (restricted)

Funds were received specifically to pay for a piece of research commissioned in support of the Trust's work.

Note 2

The trust has sponsored and commissioned a book about the Trust's part of the village entitled Round the Square and Up the Aisle. A total of £5,000 has been committed by the Trustees for this project. The payment to John Cheal is for a scheme of photography in respect thereof. The income from sales of 2012 Christmas cards was designated by the Trustees to this project.

Note 3 Loan account with Sarah Hosking

Sarah Hosking has confirmed in writing to the Trust that under no circumstances will she require repayment of her outstanding loan account other than by way of the ongoing rent offset in respect of her personal use of the 25% of 33 The Square, owned by the charity.