

# The Royal Alfred Seafarers' Society



Annual Report 2019

*Caring for seafarers for  
more than 150 years*





PATRON:  
H.R.H. The Princess Royal



IMAGE CREDITS:

FRONT COVER: D-Day veterans Lieutenant Commander Geoffrey Haskins, Légion d'honneur, and Robert Ball, Légion d'honneur, honour their fallen comrades at 2019's D-Day commemorations

IMAGES THROUGHOUT: Our gratitude goes to Gary Davies of Maritime Photographic for kindly supplying some of the maritime images featured in this report. For more information and to browse his full collection, please visit [www.maritimephotographic.co.uk](http://www.maritimephotographic.co.uk)

## Welcome

# The 2019 Annual Report for The Royal Alfred Seafarers' Society



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**Facebook:** Royal Alfred Seafarers

**Twitter:** @RASeafarers



# Welcome to the Annual Report and Financial Statements of The Royal Alfred Seafarers' Society for the year 2019.

I am very pleased to report that this was another successful year for the Society, and we achieved our aim — providing the highest quality care to former seafarers and their dependants in need. Our financial management plan was again 'on target' and we reached 'break-even', as well as making several significant improvements to our wonderful Home and the facilities we are fortunate enough to provide. Our invested reserves have also performed well under the careful management of the Fund Managers at Rathbones. This satisfactory result could not have been achieved without the supportive grants of a number of maritime charities and legacies which we gratefully acknowledge and are listed in the detailed annual accounts.

Much has been achieved in 2019 which will be described in detail in this Annual Report. This includes the remodelling of the exit from the bar adjacent to the lounge and the creation of an outside seating area, as well as improvements to the pathways and the completion of the refurbishment of all the rooms in Belvedere House. I was delighted to plant two new trees in Duffy Park (our landscaped North Field), which has become a favourite relaxation space for our residents and tenants, their families and our staff to enjoy the varied flora and fauna around the ponds and pathways. The local herons are patiently keeping an eye out for any fish.

Our in-house training capability provided by Sharon Hicks has ensured that our staff have met all of their training targets. Similarly, the residents have benefitted from the wide range of activities arranged by Louise Boxall and her team of co-ordinators, so we thank the many performers and providers, including local school children, who have come in to engage with the residents.

We bade farewell, on his retirement to West Sussex, to our Honorary Chaplain, Reverend Art Barron, after many years of faithful service to our community, and are delighted that the Reverend Canon Bill Christianson, a former Secretary General of the Mission to Seafarers, has agreed to take up this position once he has obtained the permission of the Bishop of Southwark.

The Royal Alfred continues to be well served by Definition, our PR and advertising professionals from Leeds. We have been shortlisted for more awards within Surrey and nationally whilst our website and social media presence continues to provide an up-to-date perspective of the care we provide.

We are also fortunate to have monthly quality assurance inspections by Care Homes Consultant Rob Fawcett. Clinical governance is of the utmost importance and these regular inspections demonstrate compliance with the regulations of the Care Quality Commission and the Health and Social Care Act(s) and so much more. Rob and his wife, Angie, decided to retire in December so we thank them for their unstinting service to the Society for the last seven years. The value of their quality assurance was amply demonstrated by the overall Good rating the Society received after the Care Quality Commission's unexpected inspection.



RESIDENTS AND STAFF MARK REMEMBRANCE SUNDAY



HRH THE PRINCESS ROYAL ARRIVING AT THE AGM

I am most grateful to the Trustees for making my succession as Chairman a seamless transition from the tenure of Captain Duncan Glass with no resignations or retirements. We welcomed two new Trustees at the Annual General Meeting in 2019, Mr Bernie Watson (Honorary Treasurer) and Captain Steven Clinch, who have brought their respective expertise to bear most effectively in the financial and risk assessment areas. It was also fitting that former trustee, Commodore Ian Gibb MBE MNM, was elected as a Life Member at the AGM. Sadly, the Pension Fund lost a Trustee due to the unexpected and sudden death of Mr John Neads who had served the Fund for many years. His knowledge of pension legislation and even more importantly our pensioners will be greatly missed.

In conclusion, I wish to thank our Patron, HRH The Princess Royal, for her ongoing support of the Society's work which was amply demonstrated by honouring us with her presence at last year's AGM, presenting Captain Glass with his Vice President's Certificate, and speaking with everyone, over 100 guests, during the luncheon. We are fortunate indeed to have a Royal Patron who keeps a weather eye on our delivery of care to our community.

**Lieutenant Commander Philip Wake**  
**OBE RD\* MSc FNI RNR**  
**Chairman** (Signed On Original)



CHIEF EXECUTIVE OF THE ROYAL ALFRED SEAFARERS' SOCIETY, COMMANDER BRIAN BOXALL-HUNT OBE

As I write this much-shortened Foreword summarising The Royal Alfred Seafarers' Society's activity for the last Financial Year ending 31 December 2019, the nation is in the grip of the COVID-19 pandemic, and we at the Weston Acres site are working hard daily to keep our service to residents and tenants safe and effective.

Whilst doing so, it is still possible for me to look back at 2019 with huge satisfaction, not least as we accommodated every seafarer who came to us and qualified for our help, and still balanced the books with a very small surplus. Financial assistance from main maritime charities is key to our ability to keep subsidising those seafarers not able to pay the full cost of care, and ensure our quality of care is high; as we currently draw down on reserves to weather the present difficulties, more help will be crucial to our eventual recovery.

Of course, much else was achieved and I know that the new Chairman, Philip Wake, whom I am delighted to welcome on behalf of the staff, has covered a good deal more in his introduction.



ROBERT BALL, CDR BRIAN BOXALL-HUNT, LIEUT CDR GEOFFREY HASKINS ON D-DAY IN 2019



THE AGM UNDERWAY LED BY OUR PATRON HRH THE PRINCESS ROYAL



CLLR DOROTHY ROSS-TOMLIN, HER HUSBAND AND HRH THE PRINCESS ROYAL AT THE AGM

If I were to list my own key points of the year, amongst a plethora my top four would have to be: welcoming our Patron to the Annual General Meeting, the smooth transition of Chairmen, achieving a Good overall from the Care Quality Commission unexpected inspection and, perhaps my favourite of all, the commemoration of the 75th anniversary of the D-Day Landings.

For the latter, I felt a real sense of privilege in accompanying our two D-Day veterans to Portsmouth, Geoffrey Haskins and Robert Ball, the former who was a Midshipman RN in the bombarding warships off the beaches and the latter a Merchant Navy officer in shipping supplying stores and soldiers for the invading forces. En-route to the concert sung and told by schoolchildren and masterminded by Geoff's talented grandson, we stopped in the village of Southwick which housed the Allied Forces high command, and studied the wall map room left intact from those days.

So, let me finish this necessarily shortened Foreword by returning to the situation we find ourselves in whilst writing it. At the time of writing, the pandemic still has weeks to run yet in our country, and there will undoubtedly be sad moments and difficult challenges yet to come.

I thus wish to sign off by paying my own personal tribute to the key staff at Belvedere House, and all of those who have supported them so far in the most difficult of circumstances. With some staff members necessarily isolated at home, the burden of keeping our service connected to those in our care has fallen on the remainder; to the Home and Business Managers, Heads of Department and every member of the team who has stepped up and helped across all departments wherever needed, I salute and sincerely thank you and feel privileged to be your Chief Executive.

At this stage, it is impossible to foretell how rough our passage through the stormy waters will be, but I am confident that I will be able to record in the next edition of our Annual Report, the one written this time next year, that everyone in the Royal Alfred Seafarers' Society did their very best in 2020 – and their duty.

**Commander Brian Boxall-Hunt**  
**OBE FNI Royal Navy**  
**Chief Executive** (Signed On Original)







Countless Smiles  
& Laughs Shared...

600,000  
Hours of Care Provided



10%  
Increase in  
Visitors to  
the Website



526 Years  
of Dedicated Collective  
Service Between our  
Staff to The Society

69  
New Facebook Likes



Royal  
Visitor

75th  
Anniversary of the  
D-Day Landings

15%  
Reduced  
Electricity  
Usage

74,000  
Fewer Single-Use  
Plastics Used



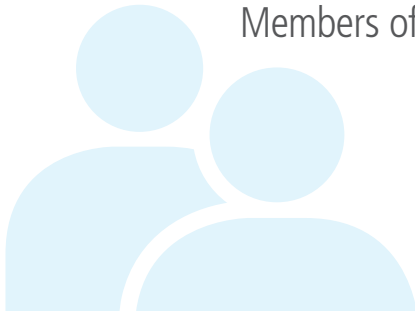
52  
Pieces of  
Media  
Coverage

20%  
Reduced  
Gas  
Usage



More Than  
1,000  
Hours of Training

103  
Members of Staff







THE BOARD

## Members and Officers

### Patron

HRH The Princess Royal

### Vice-Patron

The Earl of Inchcape 1994

### President

The Viscount Cobham (Trustee from 2008) 2015

### Vice-Presidents

CAPT. A.D. Braithwaite OBE RD RNR  
(Trustee From 1976) 2013

CAPT. Sir Malcolm Edge KCVO FNI 1988

CAPT. D.C. Glass OBE MNM  
(Trustee From 2003) 2019

D.M. Gundry JP FCIPD FICS  
(Trustee From 1990) 2017

J.A.H. West (Trustee From 1970) 2000

### Hon. Treasurer

B.A. Watson FCA Dip ChA 2019

## Trustees And Members Of The Board Of Management

### Chairman

LT CDR P. Wake OBE RD\* MSc FNI RNR  
(Trustee From 2012) 2019

### Vice Chairman

CAPT. A. McCourt (Trustee From 2015) 2019

### Other Trustees

CAPT. S. Clinch 2019

Mrs E.A. Gibb BEM 2006

CDR S.E. Lochner JP DL RN 2017

A. Parker 2014

Dr R.D. Reubin 2005

Cllr Mrs D.A. Ross-Tomlin 2008

### Hon. Treasurer

B.A. Watson FCA Dip ChA 2019

### Co-Opted Visiting Committee Members

CAPT. M.R. Lowle

Mrs D.M. Parker

P.E. Seager MA ACIB

### Pension Fund Trustees

P. G. Dawes LI. B FCIS FRSA

Ms B.A. Kasey RGN RMA DIPHE

J. Neads FCIS FPMI MCMI (Deceased 24.10.19)

### Chief Executive

CDR B.P. Boxall-Hunt OBE FNI RN

### Honorary Chaplain

The Reverend A. Barron (Retired 3.4.19)

### Life Members

CDRE I. Gibb MBE FNI FRSA FRGS MNM

Captain M.R. Lowle



Registered as a Charity No. 209776

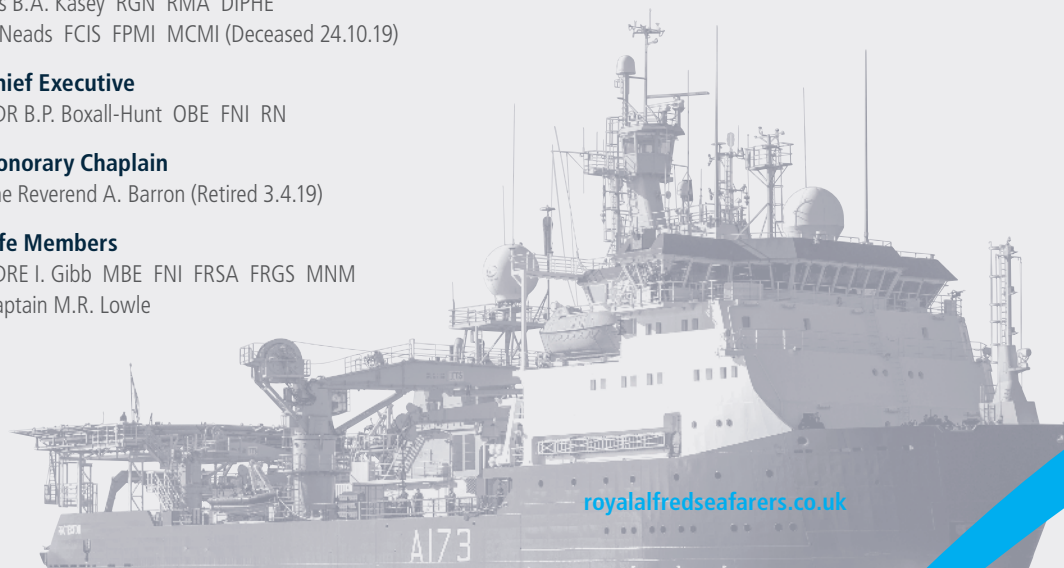
WHERE IT ALL HAPPENS – PROVIDING A  
SAFE HAVEN FOR SEAFARERS IN THE LEAFY  
ENVIRONS OF THE SURREY COUNTRYSIDE

## Welcome to the 154th Annual Report and Financial Statements of The Royal Alfred Seafarers' Society for the year ended 31st December 2019.

This Annual Report presents the Society's audited Financial Statements for 2019 and summarises its activities during that year. It is laid out in accordance with the new Charities Statement of Recommended Practice (SORP) guidelines. Besides advising subscribers and donors how their benefactions have been put to use, it describes, for the information of all those concerned with the welfare of seafarers, the establishment administered by the Society for the benefit of retired seafarers and their dependants.

At the time of signing these accounts and report, three months after the end of the Financial Year 2019, the nation is in the grip of the COVID-19 pandemic; it is thus pertinent to add here that the Society will be affected, but to an as yet unknown degree. The statement on "Going Concern" made later in this report is thus reinforced since we shall be deploying our substantial reserves as necessary to continue meeting our Royal Charter objectives.

Limited quantities of previous Annual Reports are available upon request. The most recent Reports can also be viewed and downloaded at [royalalfredseafarers.co.uk](http://royalalfredseafarers.co.uk)



[royalalfredseafarers.co.uk](http://royalalfredseafarers.co.uk)

### Belvedere House & Weston Acres House

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**Email:** [admin@royalalfred.org.uk](mailto:admin@royalalfred.org.uk)

**Fax:** 01737 350 762

**Registered Home Manager:**

Miss B. A. Kasey RGN RMA DIP HE

**Business Manager:**

Mrs. Karen Goddard

**Medical Officer Retained:**

Dr. L. A. Nathan



### Head Office

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or [CEO@royalalfred.org.uk](mailto:CEO@royalalfred.org.uk)

**Website:** [royalalfredseafarers.co.uk](http://royalalfredseafarers.co.uk)

**Auditors:**

Haysmacintyre

**Actuary:**

M.L. OWEN

**PR Marketing Agents:**

Definition

**Lawyers:**

Wedlake Bell LLP

**Investment Managers:**

Rathbones

**Accountants:**

Menzies



The Royal Alfred Seafarers' Society is a registered charity incorporated under Royal Charter. As stated in this Royal Charter, the objects of the Society are:

- To provide, carry on or maintain a Home or Homes or Housing for the care of aged, infirm or disabled seafarers or their widows or dependants
- To act as trustee or almoner for granting relief to seafarers as defined above or to the widows or dependants of any such seafarers. This function has been in abeyance since 1996

The Society is governed by a Board of Management, consisting of not less than eight nor more than 18, whose members are Trustees. All powers of the Society are vested in and exercised by the Trustees, except in so far as by the Charter or the Byelaws they are expressly required to be exercised by the Society in General Meeting. Potential Trustees are recruited largely by word of mouth and introduced to the Society by an incumbent.

Every candidate for membership of the Board shall be a 'fit and proper person' nominated by at least one member of the Society, elected at an Annual General Meeting and may serve for up to three years and a further term of three years if so elected. Any conflict of interest should be properly declared as appropriate.

Once elected, each Trustee is inducted on site at the Home, made fully aware of all operational aspects and duties, given the NCVO Good Trustee Guide, or other similar publication for guidance/reference, and booked on any training course considered necessary at the best opportunity.

All matters dealt with by the Board are decided by a simple majority of those members present, unless the Charter or Byelaws otherwise provide, each member having one vote excepting the Chairman of Board meetings who has a second or casting vote.

The Board is responsible for appointing a Chief Executive, who runs the Society on its behalf and is the nominated Responsible Individual under the Care Act 2014 for the Care Home and may appoint any other officers and employees to carry on the business of the Society. Some elements of the Society's affairs are either outsourced or draw on the expertise of retained consultancies, e.g. payroll, human resources, health and safety, clinical governance.

Belvedere House is subjected to regular inspection, at least every three years, from the Care Quality Commission and the most recent results of these 'audits' of our establishment (April 2019) found us to be Good overall accompanied by an outstanding written report.



OUTGOING CHAIRMAN, CAPTAIN DUNCAN GLASS, AND NEW CHAIRMAN LIEUTENANT COMMANDER PHILIP WAKE, WELCOME CLLR DOROTHY ROSS-TOMLIN TO THE AGM





HMS BIRMINGHAM AT SPEED ESCORTING BRITISH MERCHANT SHIPS IN THE PERSIAN GULF

The Society, then known as The Belvedere Institution, had as its original objectives in 1865 the maintenance of establishments for the care of aged and infirm merchant seamen and the provision of grant assistance to those living in the wider community and in need of help.

The grant-making function has been in abeyance since 1996, when our remaining beneficiaries were passed to the Shipwrecked Mariners' Society. Although the care of seafarers and their dependants is at our core, the present Royal Charter gives much wider latitude as to who may be admitted to our Homes and Housing.

As our raison d'être thus remains, of course, the care of seafarers and their dependants, it is incumbent upon the Board of Management to ensure that our Homes and Housing are available to all such persons, irrespective of their financial situation, who fit the current necessary criteria.

For some years now our facilities have maintained seafarer numbers at a substantial proportion of around two-thirds of the total complement, and this is now regularly around 90 per cent, reaching 96 per cent towards the end of 2018. During the year 2019, a total of 118 men and women were accommodated permanently in the Home and Housing, of whom 108 qualified as seafarers.

It is our aim to not only maintain the usual high proportion of seafarers in our care, but to actually increase it as much as possible. We realise that to do so will require the Society to maintain its high standards of care and extend its profile within the seafaring and ex-service community; to this aim a marketing strategy and plan are used as a guide. Assisted by our marketing and advertising agent, Definition, this plan regularly delivers solid success.

The Society has a strategic plan from which a rolling five-year business and financial plan is derived and updated. Our strategic vision is to maintain the Weston Acres site, meeting current demands, whilst exploring options for providing care and accommodation services in other more traditional seafaring locations nationwide.

The Society is most grateful to Her Majesty and our other subscribers listed below:

|   |  |   |   |
|---|--|---|---|
| W & R Barnett Limited                         | Royal Naval Association, Wittering & District                  | Shepherd Neame Brewery                                | The West Hartlepool Steam Navigation Company    |
| The "Not Forgotten" Association               | Mr J Conacher  | Mrs I M Hanson  | The Edgar Lee Foundation                        |
| Mrs S Bonnor                                  | The Royal Navy & Royal Marines Charity                         | St George's Day Club Lunch                            | West Croydon Chapter of Royal Arch Masons       |
| The Privy Purse Charitable Trust              | Dauntless Association  | Mr G L Haskins  | Mr R L'Estrange                                 |
| Mr M Brookman                                 | Mrs D A Scanlan  | St Matthew with Holy Trinity Parochial Church Council | Mr K A Williams                                 |
| Mr E Roberts                                  | Mr S Dickens   | Mr B M Hutchins                                       | The "Lest We Forget" Association                |
| Mr M R F Cartwright                           | Captain E M Scott  | St Peter's Church PCC, Woodmansterne                  | Mr K R Woodburne                                |
| Royal Naval Association, Hanworth             | Mr R & Mrs J M Elliott   | The Inchcape Foundation                               | Merchant Navy Masonic Lodge no. 781             |
| Mrs A L Cawley                                | Scottish White Fish Producers' Association, Fraserburgh Branch | Trichem South Limited                                 | Mr P J J Woollcombe                             |
| Royal Naval Association, Romford & Hornchurch | Mrs P Ewen   | The Innholders' Charitable Foundation                 | Niarchos (London) Limited                       |
| Mr J R Chapman                                | Seafarers UK   | Trinity House Maritime Charity                        | The Woolpack Public House, Banstead             |
| Royal Naval Association, Southend on Sea      | The Joseph Strong Frazer Trust                                 | The Executors of Mr & Mrs A E Johnson-Newell          | and many others who wished to remain anonymous. |
| The Reverend Canon Bill Christianson          | Seven Seas Club Laristan Fund                                  | Mrs S A Ward  |   |
|   | Mr J A Gunning   | Sir James Knott Trust                                 |   |



THE SOCIETY'S PATRON, HRH PRINCESS ANNE, PRESENTING A PERSONAL TOKEN OF APPRECIATION TO CAPT. DUNCAN GLASS

In another prolific year for everyone at The Royal Alfred, 2019 saw our patron HRH The Princess Royal attend the Society's Annual General Meeting, a celebration of International Women's Day and a contribution from our residents to the unique D-Day commemorations in Portsmouth.

Throughout the year our dedicated communications agency, Definition, has worked to raise the profile of the Home in both online and print publications. Definition has secured news coverage in national media outlets, as well as care, maritime and regional publications to raise awareness of the Society and its work and to help generate new resident, volunteer and employee enquiries.

The Society's Patron, HRH Princess Anne, joined Trustees, staff, residents, tenants, volunteers and other distinguished guests to mark the Society's 153rd AGM this year. The event included a talk from guest speaker Commodore Ian Gibb MBE who enjoyed a long career at sea as captain of many P&O cruise liners including SS Canberra and MV Oriana. Now a life member of The Royal Alfred Seafarers' Society, Commodore Gibb is also an Elder Brother at Trinity House and dedicated his speech to outgoing Chairman Captain Duncan Glass who retired following 16 years as a Trustee of the Society.

On International Women's Day in March, the Society had the honour of celebrating the outstanding work carried out by female care workers and professionals in the industry.

Councillor Dorothy Ross-Tomlin, Trustee of the Society and Mayor of Reigate and Banstead, said: "It's very relevant to be talking about our team on International Women's Day as two thirds of our senior staff are women and have instilled a professional, kind and caring atmosphere at the Home, ensuring all residents are well looked after."

On the 75th anniversary of the D-Day landings, two Royal Alfred veterans were invited to take part in a special commemorative musical service in Portsmouth for the fallen heroes of WWII.

Society residents Lieutenant Commander Geoffrey Haskins, Légion d'honneur, and Robert Ball, Légion d'honneur, both gave their experiences of the D-Day landings for a musical project led by young British composer, and grandson of Geoffrey, James Olsen.

Our social channels play a big part in keeping residents' family and friends connected with what is going on at the Society, with pictures and videos from activities and events.

They also act as an informative tool and showcase the Home for those who might want to find out more about how to choose a care home. To support this, in 2019 we launched a new social platform in order to continue sharing information about the Royal Alfred.

### LinkedIn launch

In 2019 we wanted to continue raising the profile of the Society, as well as sharing our wealth of care industry knowledge to attract the best staff to work at the Home. We launched a LinkedIn page for the Society where we share industry best practice, help, guidance and thought leadership on care sector topics.



### Website widgets





We were happy to welcome the Care Quality Commission for a surprise visit in 2019, where we received a Good score in our inspection. We were also proud to be awarded a 9.9 out of 10 review on Carehome.co.uk based on reviews from the last few years and a 'very good' food hygiene rating. This year we also became accredited as a Living Wage Employer, formalising our commitment to pay the living wage to all our staff. Both the CQC report and the Carehome.co.uk review can be found via widgets on our homepage.



### Online growth

This year we saw nearly a 10 per cent increase in visitors to the Society's website, with an average of 1,609-page views per month and 84 per cent of visitors being new to the site, suggesting increased awareness of the Royal Alfred and its work. More than 60 per cent of web traffic to the website came from organic searches which means visitors are actively searching for the Society online by name.

### Follow us online and on social media to keep up-to-date with all our activities:

-  [royalalfredseafarers.co.uk](http://royalalfredseafarers.co.uk)
-  The Royal Alfred Seafarers' Society
-  Royal Alfred Seafarers
-  @RASEafarers



### Activities & Events

#### The Royal Alfred Seafarers' Society Open Day 2019

The Society prides itself on delivering a schedule of exciting events to keep residents entertained and local stakeholders engaged. Our dedicated activities team runs BBQs, family events, quizzes, entertainment and concerts, as well as celebrations for birthdays and calendar dates.

On 10 July 2019, the Society opened its doors to supporters, members and the local community as part of our annual Open Day; a key event in our calendar which takes place in celebration of Seafarers Awareness Week each year.

This year, our Open Day was attended by the Society's Trustees, the Deputy Mayor of Reigate & Banstead Borough Council, Cllr Rosemary Absalom, and a choir from Woodmansterne Primary School. Guests were invited to meet residents whilst celebrating the work of the maritime charity Seafarers UK, which provides support for those that look after the welfare needs of seafarers, ex-seafarers and their dependants. Residents shared stories of their time at sea with visitors, while pupils from the school hosted a sing-along.

The day showcased the fantastic facilities at our Home, including our bar, salon, specialist dementia annexe, and beautiful grounds that now feature the recently completed North Field site – a landscaped recreational area for residents.



A ROYAL ALFRED WELCOME FOR THE OPEN DAY



THERAPY PONY BLOSSOM PAYS A FESTIVE VISIT TO OUR RESIDENTS



EASTER FUNDRAISING PARTY

#### Activities To Make Their Day

Every Christmas, we welcome therapy animals from Kingswood Shetland Ponies to the Society to spend time with our residents. The visits provide residents and tenants with the opportunity to spend time with Blossom the pony and several guinea pigs and rabbits as a therapy tool.

Throughout the year, our team provides daily activities to benefit everyone at the Society, from music sessions and quizzes to baking, arts and crafts, and excursions. These kinds of activities are important for helping to reduce anxiety and loneliness. Social interaction and stimulation brought about through activities such as therapy animal visits is key for our residents that may be bed-bound and find moving around the Home difficult. It is very rewarding to see our residents responding positively to the tailored care packages the Society offers.

### Trustee

#### Councillor Dorothy Ross-Tomlin



I have been lucky enough to be involved with the Royal Alfred Seafarers' Society since 2007, after first being introduced to the charity at a 100th birthday party I attended when I was Mayor of Reigate and Banstead.

After my first visit to the Home, I fell in love with the Society and was soon asked by Chief Executive, Commander Brian Boxall-Hunt, to be a Trustee – saying yes was the best decision I've ever made and I've not looked back since.

Being involved with the Royal Alfred is a truly wonderful experience and, as Chair of the Visiting Committee, I really feel as though I am making a positive difference to the residents and tenants here at the Home. Many of our volunteers have come to us following some involvement with the Home, perhaps as a relative of a resident, but we also have local volunteers who know of us by reputation. I would suggest that anyone who is interested in volunteering calls at the Home and they will be given further information as to how they can support us.

As Chair of the Visiting Committee, I spend time with the residents, the Home Manager, the staff and the Chief Executive. I chair meetings of our Committee and report back to our Board of Trustees. I hold my fellow Trustees, the Chief Executive and the staff in very high regard as I think they all do a marvellous job to make the Royal Alfred such a special place.

One thing that I always find when I visit Belvedere House is the outstanding care provided to the residents, many of whom are normally very frail and elderly. But the staff here really do care for all those they look after – and you can tell just by the atmosphere around the Home – there is always a family feeling here.

*"It is a privilege to be involved with a care home that has such an atmosphere of care and kindness."*

I get a real sense of fulfilment from my involvement with the Royal Alfred Seafarers' Society. It is so important to ensure that the environment for our residents is consistently professional and caring and that we all work as a team. The welfare and care for our residents is always the absolute priority.

There is also a lovely sense of community with the tenants that live here at Weston Acres. I feel very fortunate to be able to chat to them whenever I visit and listen to their tales from life at sea, some of their stories are amazing and it's heart-warming to know that as ex-seafarers, together they all have these tales to share with each other.

### Staff

#### Weston Acres Estates Team

At Weston Acres, the Estates team is the cog that keeps the Society moving. From groundkeepers to maintenance, the team is in charge of the day-to-day running and upkeep of the entire site.

We caught up with the team to reflect on the year gone; the successes, changes and most-treasured accomplishments...

#### Environmental

Becoming more environmentally friendly has been a big focus for the Society in 2019, allowing us to make savings to invest back into the Home. Maintenance Assistant James Woodcroft, said that changing all lightbulbs to LED helped reduce the energy output of the house considerably and made him feel like he was doing his bit to help the environment, whilst Maintenance Assistant Nick Potroanchenu added that the boiler upgrade has helped reduce energy costs.



WESTON ACRES



#### Refurbishments

As well as environmental changes to the Home, the Estates team has been responsible for the completion of a number of other refurbishment projects, with 95 per cent of all jobs carried out by the in-house team.

The largest project this year was the complete refurbishment of all upstairs tenant flats in Weston Acres, a project taking three years to complete, and which has had widespread praise from tenants.

#### New Technology

The Society is fortunate to receive donations and legacies from charities and individuals, to allow it to keep providing vital support for seafarers. This year, we were able to invest in a new smart bus, with 360° viewpoint technology. Driver Remus Boloc has been a driver for residents and tenants at Belvedere House for more than five years. He said...

*"I have been a driver for residents and tenants at Belvedere House for over five years. Being the person that takes them to pick up their prescriptions and to their medical appointments still makes me proud every single day"*



### Tenant

#### Lieutenant Commander Geoffrey Haskins LDH (FR) RNZN



I joined the Royal Navy in 1943 as a Midshipman. The Royal Navy taught me everything, from how to use my knife and fork correctly, to how to shoot a gun and salute the right people. In 1944, I was called up for the D-Day landings as my first assignment at just 17 years old.

After training, I was sent off on a cruiser, which was quite daunting as we all knew we were going to France, we just didn't know exactly where. D-Day was such a top-secret mission, that I nearly got into trouble with my Captain when I recognised one of the locations as we were sailing up to the beach – "That's Arromanches!" I called out, which raised some eyebrows on the bridge. "How did you know that?" and I had to explain to my superiors that I recognised the beach as I had visited with my family previously on our holiday.

We witnessed many things, including the downing of a V-1 flying bomb into the Thames Estuary, when a Spitfire chased a V-1, tipped it off-course with its wing and it plummeted into the water. Not many people alive today can say that they have experienced such things.

I spent 25 years in naval uniform and I'm very proud of my rich maritime history. After the war, I specialised in navigation and became a Hydrographic Surveyor, then I relocated to the New Zealand Royal Navy where I eventually became a Lieutenant Commander; working on exciting projects like the Cook Strait Power Cable, a 380 mile-long transmission system connecting the electricity networks of the North and South Islands of New Zealand.

After my naval career, I moved into the offshore oil industry, where I worked as Chief Surveyor of Shell UK Exploration & Production across Nigeria, Brunei, Ireland and Norway. My last job was as the Professional Assistant to the International Hydrographic Bureau.

*"I have made wonderful memories at sea and feel grateful that I can share them with likeminded seafarers at the Royal Alfred."*

I came to the Royal Alfred in 2017 as a tenant after the death of my wife, as I was suddenly faced with being alone. It was a big decision for me to make, as I moved out of the lovely apartment I shared with my wife, but it was the best thing I could possibly have done because I've not been lonely since.

My favourite part of the Royal Alfred is the bar, which is our social hub and such an important place for many that live here. I run the Tuesday evening film club for tenants, where we watch films together. One of the great things about this place is that we all come from such a variation of seafaring backgrounds – we are a real community and it's special that we all have the sea in common.

### Letters of Thanks from 2019

"My father, who had dementia, was a resident at Belvedere House for just over a year. He had a very nice room, with its own toilet, which overlooked the garden. The home is run to high standards, is clean, and is relatively modern. The surrounding grounds contain formal gardens and a large area which consists of a wildflower meadow and two large ponds. My father loved to walk around the pond and look at the wildflowers and insects. There are also three enclosed courtyard gardens where residents can sit and enjoy the sunshine. Dogs are welcome so I used to take mine to see him and he would play ball with her in the garden.

The staff are very caring and look after their residents very well. They are happy to talk with you about any issues and deal with any concerns you may have. There is a variety of activities for the residents to participate in if they wish to do so and range from music therapy to arts and crafts."

*"We have seen such improvement in her mental and physical health and haven't seen her this happy in years. We can't recommend this place enough."*

"My father-in-law is the happiest he has been. Belvedere House is clean and tidy. Staff are so friendly and helpful. A five-star home."

"Ever since walking into The Royal Alfred on my first visit, I have received nothing less than perfection in every manner. The staff, in every form, are simply wonderful – caring, understanding, personal – and will do absolutely anything for you. It truly feels like one big family and my mother has settled incredibly fast and is so very happy.

The entertainment is superb with something on at least once every day and the staff are fantastic at getting the residents to join in. The food is simply delicious, and the cooks work so terribly hard. Everyone is treated with such dignity and I could never imagine finding a place so perfect in every way for my mother."

"My mother has only been at Belvedere House for less than a month and I have to say that I have found all the staff outstanding! The level of care is very thorough, highly professional and totally amazing. I have appreciated the warm welcome my mother received. There are so many activities throughout the week as well as a peaceful seating area next to a beautiful pond with little waterfalls!"

"The wonderful care that my Mum is receiving; the friendly staff, cleanliness, catering, activities and events, everything is superb. Choosing a nursing home is one of the toughest moments but we have been so blessed with the RASS from day one. Mum is very happy so that makes the rest of the family happy. I cannot thank the RASS and praise them enough."

We gratefully acknowledge donations made to the Society during 2019 in memory of the following:

- |                 |                    |
|-----------------|--------------------|
| Mrs E Adams     | Mrs G W Longstaff  |
| Mrs L Carey     | Captain W V Lusted |
| Mrs S Conacher  | Mrs J Morris       |
| Mrs P Cullimore | Mrs J M Pettitt    |
| Mr J Dickerson  | Mr L Stuckey       |
| Mr D I Hobern   | Mr S F Ticehurst   |
| Mrs E Hodge     | Mrs R Wilson       |
| Mrs M Hughes    | Lt Cdr J R Woods   |
|                 | Mr A J Donoyou     |



A FITTING FLORAL SALUTE TO A MARINER WHO HAS "CROSSED THE BAR"

Legacies

We gratefully acknowledge bequests to the Society from the following:

- Mrs I J Loosemore  
Mrs M V Thompson

Statement of Public Benefit

The Trustees confirm that they have complied with the duty in Section 17 of the Charities Act 2011, in having due regard to the Charity Commission’s General Guidance on Public Benefit and are reporting this here as they are required to do under the same directive.

We review our aims, objectives and activities continually. This review looks at what we have achieved and the outcomes of the work, then assesses the level of success of each activity and the benefits they have brought to those people for whom we are responsible for assisting under our Royal Charter.

The Charity Commission’s General Guidance on Public Benefit (mentioned above) is very much used to help us ensure that our aims, objectives and activities remain focused and that those set for the following year and beyond accord with this doctrine also.

Investment Policy

The Society’s policy is to:

- Maintain a diverse portfolio of quoted stocks
- Maintain the value of the portfolio in real terms
- Maximise the total return from capital and income combined while maintaining a medium level of risk
- Delegate investment of available funds to the Investment Committee of the Board which, in turn, delegates investment management to external investment managers on a discretionary basis, with a defined mandate

Risk Assessment

As required, the Board of Management reviews the Society’s Risk Management Policy at regular intervals and the Risk Register at least annually, in particular drawing upon the deep expertise and knowledge in this subject held by some Trustees.

Having considered the primary areas of financial, operational, physical, regulatory and reputational risk, the Board is confident that the appropriate means of control have been adopted. Prudent management practices together with constant awareness of changes in the operating environments are felt to be in force.

As the Society runs a care home, the two risks from a comprehensive risk register with most serious impact have been determined as follows (with the management controls):

- **Risk:** outbreak of infection leading to loss of life  
**Controls:** tight Legionella and infection controls plus good training
- **Risk:** serious accident leading to death of a resident or tenant  
**Controls:** risk assessments, comprehensive care plans, thorough and regular health and safety audits and good staff training

The Society’s key Management Staff are responsible for the day-to-day management of risk and for passing to all levels of staff the necessity for constant awareness of all types of risk and of the need to act in such a way as to minimise any adverse events

Staff Pay and Benefits

Society staff pay and benefits are set by reference to the annual surveys by professional incomes data services, local information or other relevant bodies and are consistent within the care industry. The Society always aims to offer terms equivalent to or exceeding the market rate subject to the Society’s financial capability.

Controlled and monitored by:

- **Measurement:** annual review of salaries and benefits through appropriate comparisons with other relevant data
- **Reference:** professional data services, like for like comparison, local information or other relevant bodies and shall be consistent within the care industry
- **Audit:** comparison and calculation criteria held by CEO
- **Report:** by CEO at annual pay review



Additionally, it is the Society's declared intention that no member of staff should be paid less than the National Living Wage quoted at the time and thus is a member of the Living Wage Foundation. Subsequently, the Society is committed to and achieved a minimum £9 per hour for all in 2019, one year ahead of HM Government's declared policy on the National Living Wage. It is intended that this be raised in 2020 to £10 per hour minimum for all in the Society's employ.

The Society has a group pension scheme, now run on an auto-enrolment basis, open to all staff which matches an employee's contribution of four per cent gross annual salary with an employer's contribution of eight per cent.

Contribution of General Volunteers

The Society highly values the contribution its 27 volunteers make to the smooth running of the nursing care home and sheltered housing – both individually and collectively. Tasks such as 'befriending', where a volunteer spends time with an individual resident or tenant to increase their quality of life, running the bar for special occasions when the regular bar staff are absent (it would close otherwise), or assisting with activities, help enormously. None of the help provided by volunteers has a financial implication i.e. they are over and above the provision of care and running of the Home, but add that significant little extra.

Fundraising

The Royal Alfred Seafarers' Society does not fundraise as a matter of policy; therefore the charity has not made any fundraising appeals to the general public during the year and is unlikely to do so in the future. There has been no outsourced fundraising via professional fundraisers or other third parties. Consequently, the charity is not registered with the fundraising regulator and received no fundraising complaints in the year.

Statement of Trustees' Responsibilities

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year, and of its position at the end of the year. In preparing financial

statements giving a true and fair view, the Trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles of the most recent Charities SORP
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements, and
- 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 accounting records which disclose with reasonable accuracy the financial position of the charity, enabling them to oversee the finances whilst ensuring that the financial statements comply with the Charities Act 2011. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention or detection of fraud and other irregularities.

Tangible Fixed Assets and Depreciation

Assets costing more than £7,500 are generally capitalised and depreciated improvements which enhance the future economic benefits of the property or extend its overall useful life are capitalised and fully written off over the expected useful life of the property. 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:  
Computer and IT – 33.3 per cent per annum  
Furniture and Equipment – 20 per cent per annum  
Motor vehicles – 50 per cent per annum  
Freehold Buildings – estimated useful life of assets, generally 50 years  
Freehold land - none

The Home Manager's Report

Anne Kasey, Clinical Manager



This year saw several changes at the Royal Alfred, including the Society making positive adjustments to help reduce our carbon footprint. We also finished refurbishing tenants' flats in our Weston Acres estate and 2019 also saw us mark D-Day 75, a commemoration that our tenants and residents were honoured to mark with a special event.



NORTH FIELD SITE

With environmental issues dominating the headlines in 2019, we wanted to ensure as a Home we were doing all that we could to make a difference ourselves. Plastic consumption is a big issue for the care sector, however we made the effort to cut our plastic usage by 74,000 items per year by preventing 52,000 plastic cups and 22,000 wet wipes from reaching landfill in 2019 alone simply by switching to non-plastic alternatives. We have reduced our reliance on fossil fuels after installing solar panels, which have cut electricity bills by around 15 per cent. The Home's sustainable pellet-fired biomass boiler has reduced gas usage by around 20 per cent and a 135 metre borehole has also been sunk to supply fresh water at a projected saving of £8,000 per year, all of which is invested back into the Home to benefit staff and residents.

We celebrated International Women's Day in March and honoured all the wonderful women we are lucky enough to call our colleagues. The care industry is dominated by female workers (84 per cent of workers in care homes with nursing staff are female), however I was proud as a member of the Senior Management Team (SMT) to also see two thirds of our SMT and Head of Department roles being occupied by women.



INTERNATIONAL WOMEN'S DAY 2019



CLLR DOROTHY ROSS-TOMLIN SPEAKS WITH HRH THE PRINCESS ROYAL

Our 2019 Annual General Meeting was one to remember, as our patron HRH The Princess Royal honoured us with her presence for our 153rd AGM in May. The Princess Royal joined Trustees, staff, residents, tenants and volunteers in celebrating another successful year in which we sustained an average occupancy rate of 94 per cent and reached record high staff training levels of 100 per cent, enabling the best standard of care to be delivered to residents. After ten years as Chairman, we also saluted Captain Glass farewell as he retired and was succeeded by Lieutenant Commander Philip Wake RNR.



HRH THE PRINCESS ROYAL AND VICE ADMIRAL WILKINSON OF SEAFARERS UK



OUR D-DAY VETERANS GEOFFREY AND ROBERT

On 6th June, it was time to mark D-Day's 75th anniversary which we commemorated with a unique event. Our D-Day veteran tenants Lieutenant Commander Geoffrey Haskins, Légion d'honneur, and Robert Ball, Légion d'honneur, contributed accounts of their experiences as part of an innovative musical project. Their D-Day tales were set to the backdrop of a beautiful classical composition by young British composer, and grandson of Geoffrey, James Olsen, which was shown at an event in Portsmouth. The event was attended by members of the Bournemouth Symphony Orchestra and the Portsmouth Cathedral's children's choir. I know I am not alone when I say it is an absolute pleasure to know Geoffrey, Robert and their wartime stories so well.



OPEN DAY WITH DEPUTY MAYOR OF REIGATE AND BANSTEAD

Seafarers Awareness Week was in July and in celebration we opened our doors once again for our annual Open Day, which was attended by the Society's Trustees, the Deputy Mayor of Reigate & Banstead Borough Council, Cllr Rosemary Absalom, and a choir from Woodmansterne Primary School. We are always so very proud to welcome people to the Home and demonstrate our facilities which include its very own bar, salon, specialist dementia annexe, and extensive grounds.



FAMILY FUN AT THE SUMMER FUNDRAISER

In the summertime we try to take advantage of our beautiful 14-acre grounds which are so very well looked after by our maintenance team. This summer we decided to hold a Fundraising Day for our residents, tenants and family members to raise funds for our amenity fund which helps us pay for extra trips and entertainment for our residents. We hosted a BBQ and held a raffle for guests to enter, it also got quite competitive with those who took part in the summer games! We love holding events like this that all residents, tenants, family members and staff can get involved with; it really helps to cement the seafaring community we have here at the Royal Alfred and we hope that all the family members enjoy visiting us too, as we know the residents enjoy it.

Social events like these are one part of what I believe help to make the Society a lovely place of work. We have a workforce of nearly 100 employees and almost half of our staff have been working with us for five years or more – collectively dedicating more than 500 years to the Society and its residents. Compared to an industry average of 23 per cent, The Royal Alfred boasts a very low staff turnover of just 14 per cent, which is why we are so proud that so many of our staff choose to remain on our workforce for such lengths of time. Our staff regularly complete staff satisfaction surveys and they always come back with high rates of job satisfaction.

In October we honoured our long-serving staff members in true Royal Alfred fashion – with a delicious, celebratory afternoon tea, courtesy of our wonderful catering team. Employees from each department were recognised, including care, kitchen and back of house staff along with Chief Executive Commander Brian Boxall-Hunt and myself.



SOME OF OUR TEAM AT THE SURREY CARE AWARDS

In November, we were nominated for Care Team of the Year and one of our talented Chefs, Janice, was also nominated for Chef of the Year at this year's Surrey Care Awards. We were delighted to be finalists in the awards and enjoyed a lovely evening at Epsom Downs Racecourse where a table of us celebrated our hard work over the year. When we attend award ceremonies, we always take a mixture of staff so everyone can enjoy a night of celebration for working hard.

I am always so very proud of the team we have here at the Society, it wouldn't be the place it is today without everyone that works so hard to make it a wonderful Home for the residents and tenants. The nature of our work means staff have to come to terms with the sad fact of life that nobody lives forever, and this can be particularly hard for the workforce as we deal in end of life care.

Bonds are formed between carers, nurses, kitchen and maintenance staff with the residents so when they pass away this can be hard. However, we are here to make people's lives as comfortable as possible in those last months of life and I truly believe that every member of staff contributes to this experience – whether that is by making a resident's favourite meal, taking care of the grounds for them to enjoy or with the activities and trips out planned by our Activities team – we all contribute in some way to the quality of overall end of life care that we are here to offer those we look after.

In 2020, the Royal Alfred will celebrate 155 years and it will also mark my 37th year with the Society. I have seen so much change during my time here and I am excited about the direction in which the Society is moving. I would like to say a special thanks to everyone that makes the Royal Alfred such a special place to work and an even better Home for those that call Belvedere House and Weston Acres just that.



The full financial statements of the Society for the year ended 31st December 2019 appear on pages 35-54 of this report. The aim of this short summary is to highlight some key points and thus briefly put the figures into some perspective.

### Overall

In short, 2019 was a satisfactory year financially which saw the Society achieve its strategic aim of break-even, plus a very small surplus of £18,645 much helped financially by grants from Trinity House (£100,000), The Royal Navy and Royal Marines Charity (£40,000) and Seafarers UK (£10,000). With increased staff costs to meet National Living Wage requirements and retain high quality team members, grants such as these are a key feature of maintaining an excellent service at reasonable cost. Consistently good Home occupancy – albeit lower than planned in 2019 – at 92 per cent is highly creditable in itself, although by no means a certainty.

Thus our continued reliance on the generosity of fellow maritime charities is vital to ensure that we fill the gap in income created by those seafarers whom we care for but whom are unable to meet the actual cost of care, despite help from local authority funding, which in itself is often well short of the mark. Together with the all-important income from our investment portfolio, based upon its essential maintenance at around £10million minimum, this insures us against deficit and failure.

Keeping the Home full throughout, or as near as possible, remains especially satisfying as this means that the service we provide is both valued and highly rated, and continues to meet a real need amongst seafarers. Income from resident fees and tenant rents remained robust throughout the year, and expenditure was then contained below most budgeted levels, although some additional key maintenance projects were completed. So, both key pillars of financial success were held up: that of an adequate income stream and also expenditure under strict control.

A further, overall point must be made, and that is the good fortune of legacies. Although we do include the acquisition

of legacies in our marketing strategy, it is only by luck that we benefit. We were most fortunate in 2019 to receive several modest legacies, some from people known to us and a couple as a result of what must be credited to successful marketing. With one of these we completed the purchase of the replacement 'minicoach' and also purchased a most useful utility vehicle, able to take a wheelchair and staff member in comfort and thus more easily complete hospital visits.

Finally, the balance of the accumulated legacies allowed us to amend our application for grants, specifically the usually kind and generous offer of a grant from Seafarers UK reduced to £10,000. With welcome grants from Trinity House and the Royal Navy and Royal Marines Charity already in the pipeline, it was apparent that we would reach break-even at year-end with this reduced amount of help. If no 'windfall' of legacies next year, we will once again, and undoubtedly more so, rely on the availability of grants from our fellow maritime charities to bridge the gap in care funding.

Finally, the Society has for over 30 years, along with four other national charities, owned a fifth share in some 84 acres of greenbelt, agricultural land in Warlingham, Surrey. This was contracted to a promoter, Wellbecks, in 2019 to seek inclusion in the local authority plan with a view to eventual sale for development. A value at agricultural prices has thus now been included as an unrealised asset/ investment and continues to be a long-term asset unlikely to be realised in cash for many years yet.

### Performance Of Investments

Following significant falls in December 2018, stock markets rebounded strongly at the start of 2019 as investors realised that the sell-off was overdone and valuations became more attractive. Notably, the S&P 500 Index enjoyed its best January since 1987. The major catalyst for the rally was the change in the Fed's monetary policy outlook and the indication that interest rates would be cut. Signs of a trade deal between the US and China also helped.

The remainder of the year was full of mood swings. In the spring and summer, fears of slowing global growth resurfaced and anxious investors piled into the safety of government bonds, driving down yields and causing the US yield curve to invert. As sentiment improved, not only did US equities reach a new peak, but industrial stocks, which do well in business cycle upswings, outperformed utility stocks, a safer bet in hard times.

Although the world economy continues to expand, unresolved trade conflicts around the world have not eased the uncertainty. Global trading volumes have fallen for most of 2019 and there are signs that manufacturing activity has also dipped.

For once the polls were right – the Conservative Party secured a large majority in the House of Commons in December and UK shares and sterling surged following the result and the additional clarity that it should provide over Brexit. Financial markets tend to like continuity, especially when the alternative is near-unprecedented change. UK equities outperformed overseas equities as a result, with domestic and smaller companies leading the charge. The Royal Alfred Seafarers portfolio produced strong returns and ended the year up 17.6 per cent.

### SORP 2015, FRS 102 and "A Going Concern"

With the introduction of the new SORP (Statement of Recommended Procedures – interpreted as 'Required Procedures') and FRS 102, this report has followed new accounting rules and procedures leading to many changes of presentation over previous years' accounts. One element of change is now the requirement for Trustees to declare whether the Society is a 'going concern'; the answer must be, and is, an unequivocal yes to both parts of the question. Rooted in a Royal Charter and achieving well our charitable aims, under strong and comprehensive governance, our affairs are guided by regularly updated strategic, business and financial plans looking 20 years ahead with the next five years in detail. With solid levels of reserves, sufficient income streams and a firm control over expenditure, the Society is considered by the Board of Management to be most certainly a 'going concern' for the forthcoming year and indeed the foreseeable future.

### Reserves

The Board of Management keeps the Reserves Policy under regular review. The Society holds reserves in order to ensure as far as possible that its prime objectives may be met in the future. Total free reserves at present stand at £12.3million, based on the standard calculation of unrestricted funds less tangible assets, and are required for any of the following purposes:

- To provide working capital

- To maintain up to 12 months' expenditure in reserves so as to ensure that our services are not compromised in the short term. In the year under review this figure amounts to £4million
- To provide for the (anticipated future replacement or) major improvement of care home and housing facilities. At today's values, it is estimated that the maximum commitment in this respect would be £8 million

The amount of the free reserves is, therefore, considered adequate.

### Statement of Trustees' Responsibilities

The law applicable to charities in England and Wales requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the charity's financial activities during the year, and of its position at the end of the year. In preparing financial statements giving a true and fair view, the Trustees should follow best practice and:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles of the most recent Charities SORP
- Make judgments and estimates that are reasonable and prudent
- State whether applicable accounting standards and statements of recommended practice have been followed, subject to any departures disclosed and explained in the financial statements, and
- 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 accounting records which disclose with reasonable accuracy the financial position of the charity, enabling them to oversee the finances whilst ensuring that the financial statements comply with the Charities Act 2011. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention or detection of fraud and other irregularities.

Approved by the Trustees on 25 March 2020 and signed on their behalf, by:

**C P Wake OBE RD\* FNI**  
**Chairman**  
(Signed On Original)

**B P Boxall Hunt OBE FNI**  
**Chief Executive**  
(Signed On Original)

### Independent auditors' report to the Trustees of the Royal Alfred Seafarers' Society.

We have audited the financial statements of The Royal Alfred Seafarers' Society for the year ended 31<sup>st</sup> December 2019 which comprise Statement of Financial Activities, the charity Balance Sheet, the Cash Flow Statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31<sup>st</sup> December 2019 and of the charity's net movement in funds for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

#### Basis for opinion

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder. We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



#### Responsibilities of Trustees for the financial statements

As explained more fully in the Trustees' responsibilities statement set out on page seven, the Trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### Conclusions relating to 'going concern'

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least 12 months from the date when the financial statements are authorised for issue.

#### Other information

The Trustees are responsible for the other information. The other information comprises the information included in the Trustees' Annual Report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

#### Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- adequate accounting records have not been kept by the charity; or
- sufficient accounting records have not been kept; or
- the charity financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

#### Use of audit report

This report is made solely to the charity's Trustees, as a body, in accordance with section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the charity's Trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's Trustees as a body for our audit work, for this report, or for the opinions we have formed.

For and behalf of Haysmacintyre LLP  
Statutory Auditors

10 Queen Street Place  
London EC4R 1AG

Date: 25<sup>th</sup> March 2020

Haysmacintyre LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006



IMAGE COURTESY OF THE IMPERIAL WAR MUSEUM



## Statement of financial activities for the year ended 31 December 2019

|  |      | Unrestricted funds | Restricted funds | Total funds       | Total funds       |
|--|------|--------------------|------------------|-------------------|-------------------|
|  |      | 2019               | 2019             | 2019              | 2018              |
|  | Note | £                  | £                | £                 | £                 |
| <b>INCOME FROM:</b>  |      |                    |                  |                   |                   |
| Donations, grants and legacies   | 2    | 293,756            | 11,819           | 305,575           | 399,980           |
| Charitable activities  | 3    | 3,382,827          | -                | 3,382,827         | 3,145,555         |
| Investments  | 4    | 373,984            | -                | 373,984           | 339,672           |
| <b>TOTAL INCOME</b>  |      | <b>4,050,567</b>   | <b>11,819</b>    | <b>4,062,386</b>  | <b>3,885,207</b>  |
| <b>EXPENDITURE ON:</b>   |      |                    |                  |                   |                   |
| Raising funds:   |      |                    |                  |                   |                   |
| Voluntary income   |      | 30,852             | -                | 30,852            | 37,257            |
| Investment management  |      | 53,952             | -                | 53,952            | 50,976            |
| Charitable activities  | 5    | 3,952,863          | 6,074            | 3,958,937         | 3,774,554         |
| <b>TOTAL EXPENDITURE</b>   |      | <b>4,037,667</b>   | <b>6,074</b>     | <b>4,043,741</b>  | <b>3,862,787</b>  |
| <b>NET INCOME BEFORE INVESTMENT GAINS/(LOSSES)</b>                         |      | <b>12,900</b>      | <b>5,745</b>     | <b>18,645</b>     | <b>22,420</b>     |
| Net gains/(losses) on investments  | 9    | 1,674,879          | -                | 1,674,879         | (864,944)         |
| <b>NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b> |      | <b>1,687,779</b>   | <b>5,745</b>     | <b>1,693,524</b>  | <b>(842,524)</b>  |
| <b>NET MOVEMENT IN FUNDS</b>   |      | <b>1,687,779</b>   | <b>5,745</b>     | <b>1,693,524</b>  | <b>(842,524)</b>  |
| Transfer between funds   |      | -                  | -                | -                 | -                 |
| <b>RECONCILIATION OF FUNDS:</b>  |      |                    |                  |                   |                   |
| Total funds brought forward  |      | 15,403,173         | -                | 15,403,173        | 16,245,696        |
| <b>TOTAL FUNDS CARRIED FORWARD</b>   |      | <b>17,090,952</b>  | <b>5,745</b>     | <b>17,096,697</b> | <b>15,403,173</b> |

All activities relate to continuing operations.

The notes on pages 40 to 54 form part of these financial statements.

Full comparative figures for the year ended 31 December 2019 are shown in note 20.

## Balance sheet as at 31 December 2019

|  | Note | £         | 2019 £     | £         | 2018 £     |
|--|------|-----------|------------|-----------|------------|
| <b>FIXED ASSETS</b>                                    |      |           |            |           |            |
| Tangible assets  | 8    |           | 4,772,850  |           | 4,821,417  |
| Investments  | 9    |           | 11,572,960 |           | 9,849,361  |
|  |      |           | 16,345,810 |           | 14,670,778 |
| <b>CURRENT ASSETS</b>                                  |      |           |            |           |            |
| Debtors  | 10   | 320,766   |            | 481,996   |            |
| Cash at bank and in hand                               |      | 715,165   |            | 649,972   |            |
|  |      | 1,035,931 |            | 1,131,968 |            |
| <b>CREDITORS: amounts falling due within one year</b>  | 11   | (285,044) |            | (399,573) |            |
| <b>NET CURRENT ASSETS</b>                              |      |           | 750,887    |           | 732,395    |
| <b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>           |      |           | 17,096,697 |           | 15,403,173 |
| Defined benefit pension scheme asset                   | 12   |           | -          |           | -          |
| <b>NET ASSETS INCLUDING PENSION SCHEME LIABILITIES</b> |      |           | 17,096,697 |           | 15,403,173 |
| <b>CHARITY FUNDS</b>                                   |      |           |            |           |            |
| Restricted funds                                       | 13   |           | 5,745      |           | -          |
| Unrestricted funds                                     | 13   |           | 17,090,952 |           | 15,403,173 |
| <b>TOTAL FUNDS</b>                                     |      |           | 17,096,697 |           | 15,403,173 |

The financial statements were approved by the Trustees on 25 March 2020 and signed on their behalf, by:

*Signed on the Original*

C P Wake OBE RD\* FNI  
Chairman

The notes on pages 40 to 54 form part of these financial statements.

*Signed on the Original*

B P Boxall-Hunt OBE FNI  
Chief Executive

Cash flow statement for the year ended 31 december 2019

|  | Note | 2019<br>£ | 2018<br>£ |
|--|------|-----------|-----------|
| <b>Cash flows from operating activities</b>                |      |           |           |
| Net cash used in operating activities                      | 15   | (88,998)  | (123,044) |
| <b>Cash flows from investing activities:</b>               |      |           |           |
| Dividends, interest and rents from investments             |      | 373,984   | 339,672   |
| Purchase of tangible fixed assets                          |      | (171,074) | (290,584) |
| Proceeds from sale of investments                          |      | 374,438   | 953,807   |
| Purchase of investments                                    |      | (423,157) | (706,059) |
| <b>Net cash provided by/(used in) investing activities</b> |      | 65,193    | 296,836   |
| <b>Change in cash and cash equivalents in the year</b>     |      |           | 173,792   |
| Cash and cash equivalents brought forward                  |      | 649,972   | 476,180   |
| <b>Cash and cash equivalents carried forward</b>           | 16   | 715,165   | 649,972   |



IMAGE COURTESY OF THE IMPERIAL WAR MUSEUM

Notes to the financial statements for the year ended 31 December 2019

1. ACCOUNTING POLICIES

The Royal Alfred Seafarers' Society is a charity established by Royal Charter and registered with The Charity Commission in England and Wales, registered number 209776. The registered office is shown on page 1.

1.1 Statement of compliance

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) and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

The Royal Alfred Seafarers' Society constitutes a public benefit entity as defined by FRS 102.

1.2 Going Concern

The Society's affairs are guided by regularly updated Strategic, Business and Financial plans looking 20 years ahead with the next five years in detail. With solid levels of reserves, sufficient income streams and a firm control over expenditure, the Society is considered by the Board of Management to be a going concern for the forthcoming year and the foreseeable future.

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.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

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.

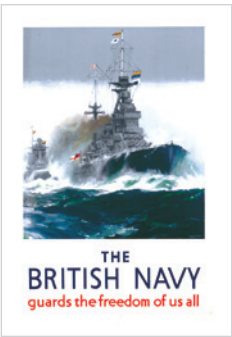


IMAGE COURTESY OF THE IMPERIAL WAR MUSEUM





Notes to the financial statements for the year ended 31 December 2019

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.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met then the legacy is treated as a contingent asset and disclosed if material.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Income from nursing home fees and tenant rentals is recognised in the period to which the income related and any amounts received in advance for future periods is carried forwards as deferred income.

Income from donations and grants is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

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. Dividends are recognised once the dividend has been declared and notification has been received of the dividend due. This is normally upon notification by our investment advisor of the dividend yield of the investment portfolio.

Donated land/assets are recognised at the fair value at the date received. Where there is no reliable estimate of the fair value, donated land/assets will be recognised only once this value has been established.

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. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Fundraising costs are those incurred in seeking voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. 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.

Costs of generating funds are costs incurred in attracting voluntary income, and those incurred in managing investments

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.

All expenditure is inclusive of irrecoverable VAT.

Notes to the financial statements for the year ended 31 December 2019

1. ACCOUNTING POLICIES (continued)

1.6 Tangible fixed assets and depreciation

All assets costing more than £2,000 are capitalised and depreciated. Improvements which enhance the future economic benefits of the property or extend its overall useful life are capitalised and are fully written off over the expected useful life of the property.

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:

|                         |   |  |
|-------------------------|---|--|
| Computer and IT         | - | 33.3% per annum                                      |
| Furniture and Equipment | - | 20% per annum  |
| Motor vehicles          | - | 50% per annum  |
| Freehold Buildings      | - | estimated useful life of assets - generally 50 years |
| Freehold Land           | - | none   |

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.

The valuation of freehold land was carried out by a chartered surveyor and is valued at its Existing Use Value (EUV) based on agricultural values. No depreciation is provided in respect of this land.

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.

1.12 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

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.

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.

## Notes to the financial statements for the year ended 31 December 2019

## 1. ACCOUNTING POLICIES (continued)

**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.

**1.13 Pensions**

The cost of providing pensions for employees is charged against the Statement of Financial Activities over the average working lives of members in accordance with the recommendation of the pension scheme actuary. The pension scheme is a defined benefit scheme the assets of which are held independently from the assets of the Society.

The Society also contributes to the employees' group pension scheme. The contributions are held in funds held independently of the Society's assets.

The Society has fully implemented the requirement of FRS102 relating to employee benefits. The deficit has been included in the balance sheet.

**1.14 Critical accounting estimates and areas of judgement**

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The charity makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

In the opinion of the Trustees the main estimate and assumption that may have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are in relation to the useful life of fixed assets, which are written off in accordance with the depreciation policies set out in note 1.6.

The valuation of the pension scheme assets and liabilities is carried out by the scheme actuary based on various assumptions and estimates. Details are given in Note 12.

The valuation of donated land is carried out by a chartered surveyor based on various assumptions and estimates. The amounts recognised in these accounts have been estimated based on current agricultural values and future plans of the Charity.

**1.15 Employee benefits**

A liability is recognised for any overtime hours earned during the year which is accrued at the Balance Sheet date and carried forward to future periods. This is measured at the hourly rate of the overtime worked.

## Notes to the financial statements for the year ended 31 December 2019

## 2. INCOME FROM DONATIONS, GRANTS AND LEGACIES

|                                  | Unrestricted funds<br>2019<br>£ | Restricted funds<br>2019<br>£ | Total funds<br>2019<br>£ |
|----------------------------------|---------------------------------|-------------------------------|--------------------------|
| <b>Donations</b>                 |                                 |                               |                          |
| Donations                        | 26,110                          | 11,819                        | 37,929                   |
| <b>Legacies</b>                  |                                 |                               |                          |
| Parish                           | 24,951                          | -                             | 24,951                   |
| Quinn                            | 66,943                          | -                             | 66,943                   |
| Loosemore                        | 1,000                           | -                             | 1,000                    |
| Thompson                         | 17,092                          | -                             | 17,092                   |
| Wright                           | 2,660                           | -                             | 2,660                    |
| Other                            | 5,000                           | -                             | 5,000                    |
| <b>Grants</b>                    |                                 |                               |                          |
| The Corporation of Trinity House | 100,000                         | -                             | 100,000                  |
| RN&RM Charity                    | 40,000                          | -                             | 40,000                   |
| Seafarer's UK                    | 10,000                          | -                             | 10,000                   |
| Total                            | 293,756                         | 11,819                        | 305,575                  |

## PRIOR YEAR INCOME FROM DONATIONS, GRANTS AND LEGACIES

|                                  | Unrestricted funds<br>2018<br>£ | Restricted funds<br>2018<br>£ | Total funds<br>2018<br>£ |
|----------------------------------|---------------------------------|-------------------------------|--------------------------|
| <b>Donations</b>                 |                                 |                               |                          |
| Donations                        | 58,664                          | 13,116                        | 71,780                   |
| <b>Legacies</b>                  |                                 |                               |                          |
| Roberts                          | 10,000                          | -                             | 10,000                   |
| Parish                           | 150,000                         | -                             | 150,000                  |
| Huntley                          | 10,000                          | -                             | 10,000                   |
| Davis                            | 5,000                           | -                             | 5,000                    |
| Wright                           | 65,000                          | -                             | 65,000                   |
| <b>Grants</b>                    |                                 |                               |                          |
| The Corporation of Trinity House | 68,200                          | -                             | 68,200                   |
| RN&RM Charity                    | 20,000                          | -                             | 20,000                   |
| Total                            | 386,864                         | 13,116                        | 399,980                  |



## Notes to the financial statements for the year ended 31 December 2019

### 3. INCOME FROM CHARITABLE ACTIVITIES

|                           | Total funds<br>2019<br>£ | Total funds<br>2018<br>£ |
|---------------------------|--------------------------|--------------------------|
| Belvedere House Care Home | 3,190,410                | 2,972,493                |
| Weston Acres Housing      | 192,417                  | 173,062                  |
|                           | <u>3,382,827</u>         | <u>3,145,555</u>         |

### 4. INVESTMENT INCOME

|                          | Total funds<br>2019<br>£ | Total funds<br>2018<br>£ |
|--------------------------|--------------------------|--------------------------|
| Dividends                | 372,983                  | 338,813                  |
| Bank Interest Receivable | 1,001                    | 859                      |
|                          | <u>373,984</u>           | <u>339,672</u>           |

### 5. CHARITABLE EXPENDITURE

|   | Belvedere House Care<br>£ | Weston Acres Housing<br>£ | Support Costs<br>£ | Total<br>2019<br>£ |
|---|---------------------------|---------------------------|--------------------|--------------------|
| Computer, Phone & IT                    | 24,993                    | 4,709                     | 7,214              | 36,916             |
| Legal & Professional                    | 60,277                    | 5,834                     | 13,526             | 79,637             |
| Other Office Costs                      | 79,087                    | 151                       | 10,618             | 89,856             |
| Rent & Rates                            | 8,592                     | 7,582                     | -                  | 16,174             |
| Light & Heat                            | 57,663                    | 22,923                    | -                  | 80,586             |
| Heating project                         | 8,233                     | -                         | -                  | 8,233              |
| Repairs & Maintenance                   | 238,679                   | 66,026                    | 5,413              | 310,118            |
| Insurance                               | 19,138                    | 5,461                     | 2,730              | 27,329             |
| Motor and Travel                        | 5,295                     | -                         | -                  | 5,295              |
| PPS                                     | 9,708                     | -                         | 2,283              | 11,991             |
| Agency Costs                            | 82,487                    | -                         | -                  | 82,487             |
| Cleaning                                | 50,280                    | 4,500                     | -                  | 54,780             |
| Other Staff Costs                       | 16,880                    | -                         | 44,854             | 61,734             |
| Food & Kitchen                          | 124,456                   | -                         | -                  | 124,456            |
| Staff costs                             | 2,471,080                 | 76,007                    | 154,180            | 2,701,267          |
| Exceptional costs                       | -                         | -                         | 17,428             | 17,428             |
| Bad debts                               | 1,781                     | 3,395                     | -                  | 5,176              |
| Audit fees                              | -                         | -                         | 18,033             | 18,033             |
| Depreciation                            | 195,315                   | 1,472                     | 18,275             | 215,062            |
| Activities and amenity fund expenditure | 12,379                    | -                         | -                  | 12,379             |
|   | <u>3,466,323</u>          | <u>198,060</u>            | <u>294,554</u>     | <u>3,958,937</u>   |

Governance costs totalled £18,033 for the year (2018: £18,900).

## Notes to the financial statements for the year ended 31 December 2019

### 5. PRIOR YEAR CHARITABLE EXPENDITURE

|                         | Belvedere House Care<br>£ | Weston Acres Housing<br>£ | Support Costs<br>£ | Tot<br>2018<br>£ |
|-------------------------|---------------------------|---------------------------|--------------------|------------------|
| Computer, Phone & IT    | 13,789                    | 1,480                     | 4,861              | 20,1             |
| Legal & Professional    | 54,843                    | 17,520                    | 28,154             | 100,5            |
| Other Office Costs      | 41,659                    | 313                       | 19,554             | 61,5             |
| Rent & Rates            | 25,670                    | 8,098                     | 922                | 34,6             |
| Light & Heat            | 41,879                    | 21,427                    | -                  | 63,3             |
| Heating project         | -                         | -                         | 56,144             | 56,1             |
| Repairs and maintenance | 159,588                   | 35,505                    | 997                | 196,0            |
| Insurance               | 18,361                    | 4,729                     | 4,730              | 27,8             |
| Motor and Travel        | 3,191                     | 97                        | 12,288             | 15,5             |
| PPS                     | 6,185                     | -                         | 2,475              | 8,6              |
| Agency costs            | 27,084                    | -                         | -                  | 27,0             |
| Cleaning                | 45,027                    | 3,444                     | -                  | 48,4             |
| Other Staff Costs       | 38,031                    | 75                        | 32,089             | 70,1             |
| Food and Kitchen        | 157,887                   | -                         | -                  | 157,8            |
| Staff Costs             | 2,407,947                 | 61,242                    | 141,627            | 2,610,8          |
| Exceptional Costs       | -                         | -                         | 47,109             | 47,1             |
| Bad debts               | 3,940                     | -                         | -                  | 3,9              |
| Audit fees              | -                         | -                         | 18,900             | 18,9             |
| Depreciation            | 186,302                   | 1,571                     | 17,820             | 205,6            |
|                         | <u>3,231,383</u>          | <u>155,501</u>            | <u>372,110</u>     | <u>3,774,5</u>   |

### 6. NET INCOME

This is stated after charging:

|  | 2019<br>£    | 2018<br>£    |
|--|--------------|--------------|
| Depreciation of tangible fixed assets:<br>- owned by the charity | 215,062      | 206,314      |
| Auditors' remuneration: audit of financial statements            | 13,250       | 12,400       |
| Auditors' remuneration: other fees                               | <u>2,700</u> | <u>2,600</u> |

## Notes to the financial statements for the year ended 31 December 2019

## 7. STAFF COSTS

Staff costs were as follows:

|                       | 2019<br>£        | 2018<br>£        |
|-----------------------|------------------|------------------|
| Wages and salaries    | 2,346,329        | 2,267,473        |
| Social security costs | 201,617          | 193,047          |
| Other pension costs   | 153,321          | 150,295          |
|                       | <u>2,701,267</u> | <u>2,610,816</u> |

The average number of persons employed by the charity during the year was as follows:

|                               | 2019<br>No. | 2018<br>No. |
|-------------------------------|-------------|-------------|
| Care Staff                    | 57          | 59          |
| General Staff                 | 39*         | 31          |
| Management and Administration | 5           | 4           |
|                               | <u>101</u>  | <u>94</u>   |

The number of higher paid employees was:

|                   | 2019<br>No. | 2018<br>No. |
|-------------------|-------------|-------------|
| £60,001 - £70,000 | 1           | 1           |

Total employers pension contribution of £5,487 (2018: £5,447) were paid for the provision of defined contribution schemes relating to higher paid staff.

No trustee received remuneration for their services (2018: Nil).

Three trustees were reimbursed total travel and meeting expenses of £677 during the year (2018: £653).

Remuneration for key management personnel was £215,343 (2018: £208,594).

\*Methodology for recording staff numbers has changed from FTE to actual numbers employed. In reality there has been no increase in General Staff numbers from 2018.

## Notes to the financial statements for the year ended 31 December 2019

## 8. TANGIBLE FIXED ASSETS

|                     | Freehold<br>Land<br>£ | Freehold<br>Property<br>£ | Fixtures and<br>Fittings<br>£ | Motor<br>Vehicles<br>£ | Total<br>£       |
|---------------------|-----------------------|---------------------------|-------------------------------|------------------------|------------------|
| <b>Cost</b>         |                       |                           |                               |                        |                  |
| At 1 January 2019   | 40,000                | 6,855,567                 | 844,108                       | 172,947                | 7,912,622        |
| Additions           | -                     | -                         | 91,008                        | 80,066                 | 171,074          |
| Disposals           | -                     | -                         | -                             | (68,467)               | (68,467)         |
| At 31 December 2019 | <u>40,000</u>         | <u>6,855,567</u>          | <u>935,116</u>                | <u>184,546</u>         | <u>8,015,229</u> |

**Depreciation**

|                     |   |                  |                |               |                  |
|---------------------|---|------------------|----------------|---------------|------------------|
| At 1 January 2019   | - | 2,261,012        | 743,500        | 86,693        | 3,091,206        |
| Charge for the year | - | 163,789          | 23,451         | 27,822        | 215,062          |
| Disposals           | - | -                | -              | (63,888)      | (63,888)         |
| At 31 December 2019 | - | <u>2,424,801</u> | <u>766,951</u> | <u>50,627</u> | <u>3,242,379</u> |

**Net book value**

|                     |               |                  |                |                |                  |
|---------------------|---------------|------------------|----------------|----------------|------------------|
| At 31 December 2019 | <u>40,000</u> | <u>4,430,766</u> | <u>168,165</u> | <u>133,919</u> | <u>4,772,850</u> |
| At 31 December 2018 | <u>40,000</u> | <u>4,594,555</u> | <u>100,608</u> | <u>86,254</u>  | <u>4,821,417</u> |

All fixed assets are either for direct charitable use, or for activities in the furtherance of the charity's objectives.

## 9. FIXED ASSET INVESTMENTS

|                        | Listed securities<br>£ | Cash<br>£      | Freehold Land<br>£ | Total<br>£        |
|------------------------|------------------------|----------------|--------------------|-------------------|
| <b>Market value</b>    |                        |                |                    |                   |
| At 1 January 2019      | 9,558,340              | 291,021        | -                  | 9,849,361         |
| Additions              | 423,157                | 259,314        | -                  | 994,886           |
| Disposals              | (633,751)              | -              | -                  | (633,751)         |
| Revaluations           | <u>1,362,464</u>       | -              | <u>312,415</u>     | <u>1,674,879</u>  |
| At 31 December 2019    | <u>10,710,210</u>      | <u>550,335</u> | <u>312,415</u>     | <u>11,572,960</u> |
| <b>Historical cost</b> |                        |                |                    |                   |
|                        | <u>6,854,805</u>       | <u>550,335</u> | -                  | <u>7,405,140</u>  |



## Notes to the financial statements for the year ended 31 December 2019

## 9. FIXED ASSET INVESTMENTS (continued)

## Investments at market value comprise:

|                             | 2019<br>£         | 2018<br>£        |
|-----------------------------|-------------------|------------------|
| Listed investments          | 10,710,210        | 9,558,340        |
| Cash                        | 550,335           | 291,021          |
| Freehold land at Warlingham | 312,415           | -                |
| Total market value          | <u>11,572,960</u> | <u>9,849,361</u> |

All the fixed asset investments are held in the UK.

## 10. DEBTORS

|                                  | 2019<br>£      | 2018<br>£      |
|----------------------------------|----------------|----------------|
| Resident and tenant debtors      | 101,006        | 290,366        |
| Other debtors and accrued income | 128,945        | 175,664        |
| Prepayments                      | 90,815         | 15,966         |
|                                  | <u>320,766</u> | <u>481,996</u> |

## 11. CREDITORS: Amounts falling due within one year

|                                    | 2019<br>£      | 2018<br>£      |
|------------------------------------|----------------|----------------|
| Trade creditors                    | 19,842         | 28,476         |
| Other taxation and social security | 51,060         | 51,204         |
| Funds held on behalf of residents  | 12,978         | 15,057         |
| Other creditors                    | 38,851         | 37,069         |
| Accruals                           | 68,313         | 78,767         |
| Fees in advance                    | 94,000         | 189,000        |
|                                    | <u>285,044</u> | <u>399,573</u> |

## Deferred income

|                                      | 2019<br>£     | 2018<br>£      |
|--------------------------------------|---------------|----------------|
| Deferred income at 1 January 2019    | 189,000       | 77,024         |
| Resources deferred during the year   | 94,000        | 189,000        |
| Amounts released from previous years | (189,000)     | (77,024)       |
| Deferred income at 31 December 2019  | <u>94,000</u> | <u>189,000</u> |

Deferred income is made up of payments received in advance from residents for the next financial year.

## Notes to the financial statements for the year ended 31 December 2019

## 12. PENSIONS AND OTHER POST RETIREMENT BENEFITS

The Society operates a defined benefit Pension Scheme. The assets of the Scheme are held by the Trustees of the Scheme, separately from those of the Society, and are invested with Aviva in a with-profits pension policy. When a member retires, the Trustees secure the member's pension and, where relevant, the contingent spouse's pension in an immediate annuity policy with Aviva on the basis of the guaranteed annuity rates under the policy. The Society's contributions to the Scheme are calculated so as to spread the cost of purchasing pensions over the period up to the date when members retire or decide to take their benefits in accordance with the rules. The contributions required are reviewed by a qualified independent actuary every three years.

On 30 March 2007, the Scheme closed to future service, breaking the link to members' future salaries. Benefits are based on service and salary at the date of closure or leaving service. Pensions in payment are increased annually in accordance with the Rules of the Scheme.

The Society now pays contributions to the employees' group personal pension.

The disclosures below relate only to the defined benefit Pension Scheme.

The latest full triennial actuarial valuation of the Scheme was carried out at 1 March 2017. The valuation excluded the value of the Scheme's immediate annuity policies. The value of the Fund's assets and liabilities at that date, which related only to the deferred pensioners, was £316,000 and £319,000 respectively, thus disclosing a small deficit of £3,000. The Society is making good this deficit by the payment of contributions of £100 per month up to 31 December 2020.

During the year, the Society paid contributions to the Scheme of £1,200 (2018: £1,200).

During the year, one deferred pensioner retired so there are only two deferred pensioners remaining (2018: 3). As at 31 December 2019, there were 39 pensions in payment (2018: 38) with annual pensions in payment of £296,880 pa (2018: £285,051 pa).

The market value of the Aviva with-profits insurance policy as at 31 December 2019 was £203,459 (2018: £239,004). The old Guaranteed Annuity Fund has now been reduced to £Nil (2018: £7,486).

The Scheme's assets also include immediate annuity policies insured with Aviva valued at £5,038,000 (2018: £4,766,000) and the value of these annuities is included in these accounts. The inclusion of these figures does not impact on the deficit or surplus in the Scheme since these annuities are fully secured with Aviva.

The valuation of the defined benefit liabilities does not reflect any additional liabilities which may result from the requirement to equalise benefits relating to Guaranteed Minimum Pensions arising from pensionable service prior to 5 April 1997. The expected cost impact cannot be reliably estimated at the present time so, consequently, no provision has been made.

The actuary has provided the following information about the financial position of the Scheme as at 31 December 2019 as required by Financial Reporting Standard FRS 102.

| Balance Sheet                | 2019         | 2018         |
|------------------------------|--------------|--------------|
| Fair value of scheme assets  | £5,241,000   | £5,005,000   |
| Present value of liabilities | (£5,161,000) | (£4,918,000) |
| Total                        | £80,000      | £87,000      |

The Scheme surplus revealed by these calculations as at 31 December 2019 is not recognised in the Society's balance sheet.

## Notes to the financial statements for the year ended 31 December 2019

| Income statement                      | 2019          | 2018          |
|---------------------------------------|---------------|---------------|
| Service cost                          | -             | -             |
| Past service cost                     | -             | -             |
| Settlements/Curtailments              | -             | -             |
| Net interest cost on net DB liability | £2,000        | £3,000        |
| <b>Total</b>                          | <b>£2,000</b> | <b>£3,000</b> |

| Statement of Comprehensive Income              | 2019             | 2018              |
|--|------------------|-------------------|
| Actuarial gains (losses) on scheme assets      | £411,000         | £8,000            |
| Actuarial gains (losses) on scheme liabilities | (£421,000)       | (£36,000)         |
| Net scheme asset not shown as asset on B/S     | (£80,000)        | (£87,000)         |
| <b>Total</b>                                   | <b>(£90,000)</b> | <b>(£115,000)</b> |

| Movement in assets during the year        | 2019              | 2018              |
|---|-------------------|-------------------|
| Assets at beginning of year               | <b>£5,005,000</b> | £5,265,000        |
| Interest income (expense)                 | £121,000          | £117,000          |
| Employer contributions                    | £1,000            | £1,000            |
| Benefits paid                             | (£297,000)        | (£386,000)        |
| Actuarial gains (losses) on scheme assets | £411,000          | £8,000            |
| <b>Assets at end of year</b>              | <b>£5,241,000</b> | <b>£5,005,000</b> |

| Movement in liabilities during the year        | 2019              | 2018              |
|--|-------------------|-------------------|
| Liabilities at beginning of year               | <b>£4,918,000</b> | £5,154,000        |
| Current service cost                           | £119,000          | £114,000          |
| Interest cost                                  | (£297,000)        | (£386,000)        |
| Benefits paid                                  | £421,000          | £36,000           |
| Actuarial (gains) losses on scheme liabilities | £421,000          | £36,000           |
| <b>Liabilities at end of year</b>              | <b>£5,161,000</b> | <b>£4,918,000</b> |

The principal long-term financial assumptions used in the FRS 102 valuation were:

|   | 2019 | 2018 |
|---|------|------|
| Discount rate                           | 1.7% | 2.5% |
| Retail Price Inflation                  | 3.0% | 3.2% |
| Consumer Price Inflation                | 2.0% | 2.2% |
| Rate of increase in pensions in payment | 3.0% | 3.2% |
| Rate of increase in deferred pensions   | 2.0% | 2.2% |

The mortality assumptions are subject to regular review; the mortality table used in the valuation as at 31 December 2019 was S2PMA/S2PFA CMI Model 2018 [1.25%] (2017: CMI Model 2017 [1.25%]) which gives the following life expectancies at age 60:

|        | 2019 | 2018 |
|--------|------|------|
| Male   | 26.0 | 26.6 |
| Female | 28.1 | 28.6 |

## Notes to the financial statements for the year ended 31 December 2019

### 13. STATEMENT OF FUNDS

|                         | 2019<br>Brought<br>Forward<br>£ | Income<br>£      | Expenditure<br>£   | Gains/<br>(Losses)<br>£ | 2019<br>Carried<br>Forward<br>£ |
|-------------------------|---------------------------------|------------------|--------------------|-------------------------|---------------------------------|
| <b>Designated funds</b> |                                 |                  |                    |                         |                                 |
| Parish Legacy           | 17,000                          | -                | (17,000)           | -                       | -                               |
|                         | <b>17,000</b>                   | <b>-</b>         | <b>(17,000)</b>    | <b>-</b>                | <b>-</b>                        |
| <b>General funds</b>    |                                 |                  |                    |                         |                                 |
| General Funds           | 15,386,173                      | 4,050,567        | (4,020,667)        | 1,674,879               | 17,090,952                      |
|                         | <b>15,403,173</b>               | <b>4,050,567</b> | <b>(4,037,667)</b> | <b>1,674,879</b>        | <b>17,090,952</b>               |
| <b>Restricted funds</b> |                                 |                  |                    |                         |                                 |
| Amenity Fund            | -                               | 11,819           | (6,074)            | -                       | 5,745                           |
|                         | <b>15,403,173</b>               | <b>4,062,386</b> | <b>(4,043,741)</b> | <b>1,674,879</b>        | <b>17,096,697</b>               |

Designated funds have been set aside by the Trustees for the purposes set out above. The "Parish Legacy" fund was used to fund a replacement and upgraded "minicoach" and utility vehicle in order to continue the provision of regular outings in improved comfort.

The restricted Amenity Fund represents monies specifically given to provide additional amenities for the residents and staff of the homes run by the charity.





## Notes to the financial statements for the year ended 31 December 2019

## 13. STATEMENT OF FUNDS (continued)

## PRIOR YEAR STATEMENT OF FUNDS

|                                | Brought Forward<br>£ | Income<br>£      | Expenditure<br>£   | Gains/<br>(Losses)<br>£ | Carried Forward<br>£ |
|--------------------------------|----------------------|------------------|--------------------|-------------------------|----------------------|
| <b>Designated funds</b>        |                      |                  |                    |                         |                      |
| Building Work                  | -                    | -                | -                  | -                       | -                    |
| North Field Landscaping        | 87,000               | -                | (87,000)           | -                       | -                    |
| Parish Legacy                  | -                    | 150,000          | (133,000)          | -                       | 17,000               |
|                                | <u>87,000</u>        | <u>150,000</u>   | <u>(220,000)</u>   | <u>-</u>                | <u>17,000</u>        |
| <b>General funds</b>           |                      |                  |                    |                         |                      |
| General Funds                  | 16,162,195           | 3,722,091        | (3,629,170)        | (868,944)               | 15,386,173           |
| Defined benefit pension scheme | (4,000)              | -                | -                  | 4,000                   | -                    |
|                                | <u>16,158,195</u>    | <u>3,722,091</u> | <u>(3,629,170)</u> | <u>(864,944)</u>        | <u>15,386,173</u>    |
| Total Unrestricted funds       | <u>16,245,195</u>    | <u>3,872,091</u> | <u>(3,849,170)</u> | <u>(864,944)</u>        | <u>15,403,173</u>    |
| <b>Restricted funds</b>        |                      |                  |                    |                         |                      |
| Amenity Fund                   | 501                  | 13,116           | (13,617)           | -                       | -                    |
| Total of funds                 | <u>16,245,696</u>    | <u>3,885,207</u> | <u>(3,862,787)</u> | <u>(864,944)</u>        | <u>15,403,173</u>    |

## 14. ANALYSIS OF NET ASSETS BETWEEN FUNDS

|                               | Unrestricted funds<br>2019<br>£ | Restricted funds<br>2019<br>£ | Total funds<br>2019<br>£ | Total funds<br>2018<br>£ |
|-------------------------------|---------------------------------|-------------------------------|--------------------------|--------------------------|
| Tangible fixed assets         | 4,772,850                       | -                             | 4,772,850                | 4,821,417                |
| Fixed asset investments       | 11,572,960                      | -                             | 11,572,960               | 9,849,361                |
| Current assets                | 1,030,186                       | 5,745                         | 1,035,931                | 1,131,968                |
| Creditors due within one year | (285,044)                       | -                             | (285,044)                | (399,573)                |
|                               | <u>17,090,952</u>               | <u>5,745</u>                  | <u>17,096,697</u>        | <u>15,403,173</u>        |

## Notes to the financial statements for the year ended 31 December 2019

## 14. ANALYSIS OF NET ASSETS BETWEEN FUNDS – PRIOR YEAR

|                               | Unrestricted funds<br>2018<br>£ | Restricted funds<br>2018<br>£ | Total funds<br>2018<br>£ | Total funds<br>2017<br>£ |
|-------------------------------|---------------------------------|-------------------------------|--------------------------|--------------------------|
| Tangible fixed assets         | 4,821,417                       | -                             | 4,821,417                | 4,752,192                |
| Fixed asset investments       | 9,849,361                       | -                             | 9,849,361                | 10,969,244               |
| Current assets                | 1,131,968                       | -                             | 1,131,968                | 821,331                  |
| Creditors due within one year | (399,573)                       | -                             | (399,573)                | (297,572)                |
|                               | <u>15,403,173</u>               | <u>-</u>                      | <u>15,403,173</u>        | <u>16,245,195</u>        |

## 15. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

|  | 2019<br>£       | 2018<br>£        |
|--|-----------------|------------------|
| Net income/(expenditure) for the year (as per Statement of financial activities) | 1,693,524       | (842,524)        |
| <b>Adjustment for:</b>   |                 |                  |
| Depreciation charges   | 215,062         | 206,314          |
| Disposals of fixed assets  | 4,579           | 15,045           |
| (Losses)/gains on investments  | (1,674,879)     | 872,136          |
| Dividends, interest and rents from investments                                   | (373,984)       | (339,672)        |
| Decrease/(increase) in debtors   | 161,230         | (136,344)        |
| (Decrease)/increase in creditors   | (114,530)       | 102,001          |
| <b>Net cash used in operating activities</b>                                     | <u>(88,998)</u> | <u>(123,044)</u> |

## 16. ANALYSIS OF CASH AND CASH EQUIVALENTS

|              | 2019<br>£      | 2018<br>£      |
|--------------|----------------|----------------|
| Cash in hand | 715,165        | 649,972        |
| Total        | <u>715,165</u> | <u>649,972</u> |

## 17. CONTINGENT LIABILITIES

The Trustees have confirmed that there were no contingent liabilities which should be disclosed at 31 December 2019 (2018: none).

## Notes to the financial statements for the year ended 31 December 2019

### 19. CAPITAL COMMITMENTS

At 31 December 2019 the charity had capital commitments as follows:

|                        | 2019<br>£ | 2018<br>£     |
|------------------------|-----------|---------------|
| Expenditure contracted | -         | 20,000        |
|                        | <u>-</u>  | <u>20,000</u> |

### 20. COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES 2018

| Note   | Unrestricted<br>funds<br>2018<br>£ | Restricted<br>funds<br>2018<br>£ | Total<br>funds<br>2018<br>£ |
|--|------------------------------------|----------------------------------|-----------------------------|
| <b>INCOME FROM:</b>  |                                    |                                  |                             |
| Donations, grants and legacies   | 2 386,864                          | 13,116                           | 399,980                     |
| Charitable activities  | 3 3,145,555                        | -                                | 3,145,555                   |
| Investments  | 4 339,672                          | -                                | 339,672                     |
| <b>TOTAL INCOME</b>  | <b>3,872,091</b>                   | <b>13,116</b>                    | <b>3,885,207</b>            |
| <b>EXPENDITURE ON:</b>   |                                    |                                  |                             |
| Raising funds:   |                                    |                                  |                             |
| Voluntary income   | 37,257                             | -                                | 37,257                      |
| Investment management  | 50,976                             | -                                | 50,976                      |
| Charitable activities  | 5 3,758,990                        | 15,564                           | 3,774,554                   |
| <b>TOTAL EXPENDITURE</b>   | <b>3,847,223</b>                   | <b>15,564</b>                    | <b>3,862,787</b>            |
| <b>NET INCOME BEFORE INVESTMENT GAINS/(LOSSES)</b>                         | <b>24,868</b>                      | <b>(2,448)</b>                   | <b>22,420</b>               |
| Net gains on investments   | 9 (864,944)                        | -                                | (864,944)                   |
| <b>NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b> | <b>(840,076)</b>                   | <b>(2,448)</b>                   | <b>(842,524)</b>            |
| Actuarial (losses)/gains on defined benefit pension schemes                | -                                  | -                                | -                           |
| <b>NET MOVEMENT IN FUNDS</b>   | <b>(840,076)</b>                   | <b>(2,448)</b>                   | <b>(842,524)</b>            |
| Transfer between funds   | (1,947)                            | 1,947                            | -                           |
| <b>RECONCILIATION OF FUNDS:</b>  |                                    |                                  |                             |
| Total funds brought forward  | 16,245,195                         | 501                              | 16,245,696                  |

## How You Can Help The Society

Every donation or legacy makes a vital contribution and we are grateful for all the gifts we receive. A suitable donation form is provided on page 57 of this Report together with a standing order form on page 58 if you wish to make regular donations.

Whatever you decide to do, please send the forms to us, making sure to include the bank's full address to which we can forward the standing order form. We set out below some information on how you can help our work to continue.

### By Donation Under Gift Aid

If you pay sufficient income tax or capital gains tax you can make tax-efficient donations of any amount to charities. If you do make your donation under Gift Aid rules, The Royal Alfred Seafarers' Society can claim 25 pence from HM Revenue & Customs for every pound you donate. If you pay a higher rate of tax you can reclaim the higher rate component in your own tax return.

If you can increase the value of your gift, whether one-off or regularly by standing order, please complete the Gift Aid declaration on page 57 and return it with your donation.

### By Give As You Earn

If your employer operates Give as You Earn you can take advantage of the facility to the benefit of The Royal Alfred Seafarers' Society.

### By Remembering the Society in Your Will

Legacies are a certain way of ensuring that your support for The Royal Alfred Seafarers' Society continues after your death. They provide a very important source of income and help to ensure that our work carries on in the future.

If you are kind enough to remember the Society in your Will, we suggest that the following wording might be appropriate:

**"I give and bequeath to The Royal Alfred Seafarers' Society (Registered Charity No. 209776) the sum of £..... OR all the residue of my estate OR ..... percent of the residue of my estate**

**And I declare that the receipt of the Chief Executive or other authorised officer for the time being of the Charity shall be sufficient discharge to my executors."**



Notes on Donating

- 1

You can cancel this declaration at any time by notifying the Society
- 2

To be eligible under Gift Aid rules, you must pay an amount of income tax and/or capital gains tax at least equal to the tax that the Society reclaims on your donations in the tax year (currently 25p for each £1 you give). If in the future your circumstances change and you no longer pay tax on your income and capital gains equal to the tax that the Society reclaims, you must cancel your declaration (see note 1)
- 3

If you pay tax at the higher rate you can claim further tax relief in your Self-Assessment tax return
- 4

If you are unsure whether your donations qualify for Gift Aid tax relief, please speak to us or ask your local tax office for leaflet IR113 Gift Aid
- 5

Please notify the Society if you change your name or address



Donation Form

Donation

I enclose a cheque for £  as a gift to the work of the Society for the benefit and aid of British seafarers, their widows/widowers and dependants.

Gift Aid Declaration

Please read carefully the notes on page 55; if you are eligible, and wish to do so, please complete the following information to enable The Royal Alfred Seafarers' Society to reclaim the tax direct from the Government on your behalf:

\*I would like the above donation and any future donations to be made to The Royal Alfred Seafarers' Society through the Gift Aid Scheme.

\* Delete if not applicable to your donation.

TEAR HERE

Title:

Full Name:

Address

Postcode:

Date:

I (Full Name):

Of (Address):

Postcode:

Request you to pay to:

National Westminster Bank plc, St Nicholas Centre, Sutton, Surrey SM1 1DH

for the credit of The Royal Alfred Seafarers' Society (Sort Code 60-21-08 Account No. 43455743)

The Sum of (Amount in Words):

The Sum of (Amount in Figures):

£

Starting on this Date

and thereafter monthly/annually until further notice.

Signature

Today's Date

To (Name of Bank):

Of (Address):

Postcode:

Your Account Number

TEAR HERE

# Buy a copy of our book and help seafarers in need



In 2015, we marked our 150th anniversary with the publication of a commemorative book – Home From Sea.

It tells the story of how the Royal Alfred came to be, its people and places, and the difference it has made to seafarers' lives over 150 years, all the way up to the present day.



To order a copy of the book, please contact the Society on 01737 353763. Books are priced at £10 each (including postage and packing), with proceeds from each sale donated to Seafarers UK. Gift Aid will also apply.



## The Royal Alfred Seafarers' Society

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