John Sayer Almshouses
Trustees' Annual Report for the year ended 31 December 2025

Reference and Administrative Information

John Sayer Almshouses is registered with the Charity Commission with number 208191 under the Scheme of 26 March 2007 as amended on 23 November 2021, 26 April 2022 and 22 November 2022. The Scheme was amended by resolution 13 February 2025. The address for correspondence is: 11 Kingsdale Road, Berkhamsted HP4 3BS.

The current Charity is formed from a group of ten individual charities (charities founded by Martha Deere, Revd George Nugent, Elizabeth Nugent, John Sayer, Richard Balshaw, Francis Combe, Revd John Crofts, Elizabeth Craddock, Revd John Jeffreys and The Church Lands Charity) which were combined in 2007.

Charitable Objects

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning future activities, and that they have considered the financial circumstances of the charity at the end of the reporting period.

As shown by the financial information on the following pages, the running of almshouses is the principal activity. The four almshouses at 235, 237, 239, and 241 High Street, Berkhamsted were built under a bequest in the will dated 2 July 1681 of John Sayer, who was the Head Cook to King Charles II, and which was augmented by his widow. Originally there were twelve rooms designed for the habitation of six poor widows who had lived for at least ten years in Berkhamsted or Northchurch, and were "of good fame, constant frequenters of divine service as by law established in the Church of England, and aged 55 years at the least". The current Scheme was amended in February 2025 and now gives the eligibility for almshouse residence as "single women in need who are resident in or have connections with the area of benefit (the town of Berkhamsted and its surrounding area)."

The property is a Grade II listed building. Three of the four almshouses are currently occupied.

Activities and Achievements

Throughout 2025, we have maintained 75% occupancy of the almshouses, which has increased from 50% at the start of 2024.

In the summer of 2025, we again held two open days and had more than 500 visitors (exceeding 2024 visitor numbers). The public were again delighted to see the gardens, which are much improved from the previous year as a result of the efforts of a dedicated group of green-fingered trustees. The open days raised £3,164 in donations (double the amount raised in 2024) and again helped to raise and reinforce our profile in the town. We would also like to thank a number of private donations from very generous local residents.

Work on unit 241 has continued with the repointing of the outside side wall and removal of asbestos internally. All of the most urgent repointing work to the building has been completed, and the damp problem should now be eliminated. Unit 241 is still in need of significant building work and complete refurbishment and so cannot be occupied until this work has been completed. The most urgent of the repairs identified in the quinquennial inspection have also been completed.

Future plans

In 2026, we will focus on essential safety work and have separation barriers installed between each of the units in the loft space. We will also replace all fire alarms and complete all other enabling works related to the refurbishment of unit 241. We have hired an experienced surveyor to seek detailed quotes for the £100,000 refurbishment of 241 and in early 2026 we secured the offer of an interest free loan of £100,000 from the Almshouse Association. In order to take up the loan, the

charity must convert to a Charitable Incorporated Organisation which limits the liability of individual trustees. The charity has engaged solicitors to process this work through the Charity Commission.

Financial Performance and Policies

During the year the charity made a surplus of £13,112. This is after transfers to the Emergency Repair Fund and Cyclical Maintenance Fund which now stand at £27,229 and £8,933 respectively. The £13,112 addition to our unrestricted funds means that we have £41,005 available in cash or near cash balances. Trustees are aware of the need to invest cash balances wisely, taking into account risk and return. Our Reserves Policy requires us to maintain cash balances of at least £7,500. Our investment policy (reviewed annually) requires unrestricted funds up to a level of £7,500 to be held in the CAF current and deposit accounts. Unrestricted funds in excess of £7,500 to be invested in a CCLA Charities Deposit Fund (Low Risk). For the designated Cyclical Maintenance Fund (CMF) and the Extraordinary Repair Fund (ERF) the aim is to maximise capital growth including re-investment of income until the monies are required for routine maintenance or major repairs. These monies are held in a CCLA COIF Charities Investment Fund Accumulation Account (medium risk). The small Permanent Endowment Fund (currently c£50,000) provides income and is invested in a CCLA COIF Charities Investment Fund Income Account (medium risk).

The available unrestricted cash balances and restricted funds available at the end of 2025 mean that a large proportion of the work to be completed in 2026 can be self funded. Work in 2027, including the refurbishment of unit 241, will be largely funded by the £100,000 interest free loan referred to above.

Governance and Management

There are up to nine trustees: three ex-officio (the Rector and the two Churchwardens or their nominated representatives) and six co-optative, appointed by resolution of the Trustees for a term of five years. They meet at least twice a year.

There were no trustees' remuneration or other benefits for the year ended 31 December 2025 nor for the year ended 31 December 2024.

There were no trustees' expenses paid for the year ended 31 December 2025 nor for the year ended 31 December 2024.

The Trustees during 2025 and until the date of approval of this report were:

Ex-officio:
Rector: Rev Stuart Owen
Churchwarden: *Nominated Representative* Diane Skidmore
Churchwarden (until 5th April 2025) *Nominated Representative (from 6th April 2025)* Tim Hennessey
Co-optive:
Richard Currie (chairman)
Nicola Beadle
Ted Hatley
Emma Williams
Peter Shell
Sandra Kurth

The Clerk to the Trustees is Hilary Armstrong.

Approved by the Trustees on 13/10/26 and signed on their behalf by

Richard Currie
Chairman of the Trustees
John Sayer Almshouses

John Sayer Almshouses

Report of the Independent Examiner for the year ended 31 December 2025

Independent Examiner's Report to the Trustees of John Sayer Almshouses

I report to the trustees on my examination of the accounts of John Sayer Almshouses (the Trust) for the year ended 31st December 2025.

Responsibilities and basis of report
As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement - matter of concern identified
I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

The accounts set out the Trustees' estimate of expenditure currently required to keep the occupied properties in a suitable condition and to make the currently unoccupied property suitable for occupation. The charity does not currently have access to funds to meet this expenditure nor to make provision for future maintenance costs.

In my opinion this indicates a material uncertainty that may cast significant doubt on the charity's ability to meet its continuing obligations under the Scheme and on its continuing existence.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed: Ellison JJ Riddle

Name: ELLISON JJ RIDDLE

Address: PEDLARS OAK, IVY HOUSE LANE, BERKHAMSTED HP4 2PP

Date: 11 OCTOBER 2026

John Sayer Almshouses

Receipts and Payments Account for the year ended 31 December 2025

Receipts					
	2025				2024
	£				
	General Fund (unrestricted)	**Extraodinary Repair Fund (unrestricted / designated)**	**241 Restoration Fund (restricted)**	**Total**	Total Funds
Maintenance Contributions	29,895			**29,895**	28,323
Dividends	1,558			**1,558**	1,517
Bank Interest	963			**963**	229
Administration recharges	180			**180**	360
Donations and fundraising	5,526		336	**5,862**	6,806
Grants	0			**0**	0
Gift Aid	345			**345**	1,193
	38,467	**0**	**336**	**38,803**	38,428
Payments					
Management charges	(7,028)			**(7,028)**	(6,775)
Maintenance charges	(10,286)			**(10,286)**	(9,995)
Communal projects	(3,899)			**(3,899)**	(2,044)
Cyclical maintenance	0			**0**	0
Major refurbishment	0		(570)	**(570)**	(120)
Vacancy costs	(3,909)			**(3,909)**	(3,163)
	(25,122)	**0**	**(570)**	**(25,692)**	(22,097)
Excess of receipts over payments before transfer	**13,345**	**0**	**(234)**	**13,111**	16,331
Transfers between funds - in			234	**234**	
Transfers between funds - out	(234)			**(234)**	
Excess of receipts over payments after transfer	**13,111**	0	**0**	**13,111**	16,331
Cash balances					
last year end	27,894	0	0	27,894	11,563
this year end	**41,005**	**0**	**0**	**41,005**	**27,894**

John Sayer Almshouses

Statement of Assets and Liabilities at 31 December 2025

Monetary Assets		**2025**	2024
	General Fund (unrestricted)		
	£		
CAF current account		**6,186**	3,694
CAF gold account		**7,712**	8,059
CCLA Deposit Fund		**27,107**	16,141
held at this year-end		**41,005**	27,894

Non-Monetary Assets

CCLA COIF Accumulation Units

	Cyclical Maintenance Fund (unrestricted / designated)	**Extraordinary Repair Fund (unrestricted / designated)**	**241 Restoration Fund (restricted)**	**2025**	2024
	34.9587 units	*121.7365 units (ERF and 241)*			
value at last year end	4,216	25,018	3,956	**33,190**	25,063
purchases	4,828	2,700	0	**7,528**	6,732
sold in year (proceeds to general fund))	0	0	0	**0**	0
increase/(decrease) in valuation	(111)	(489)	(77)	**(677)**	1,395
value at this year-end	**8,933**	**27,229**	**3,879**	**40,041**	33,190

CCLA COIF Income Units

	Permanent Endowment Fund	
COIF income units		
(2746 units)	**2025**	2024
value at last year end	55,725	54,494
increase/(decrease) in valuation	(2,667)	1,231
value at this year-end	**53,058**	55,725

Freehold land and buildings
Four almshouses at 235-241 (odd) High Street Berkhamsted

Liabilities

The trustees are not aware of any material liabilities as of 31 December 2025.

Approved by the Trustees on 13/10/26 signed on their behalf by:

Richard Currie (Chairman)

Hilary Armstrong (Clerk)

John Sayer Almshouses

Notes to Accounts for the year ended at 31 December 2025

1. The accounts are prepared on the receipts and payments basis in accordance with the Charities Act 2011. They do not reflect accruals or prepayments.

2. A '241 Restoration Fund' was opened in 2022 as a restricted fund to manage monies for the building work needed in unit 241. During 2025 further funds were raised from a crowdfunding campaign and funds were used for asbestos removal in this unit.

3. COIF Charities Investment Fund income and accumulation units are shown at their bid (selling) valuation at the year-end.

4. The COIF accumulation units have previously been held exclusively as an Extraordinary Repair Fund originally set up under paragraph 28 of the Charity Commission Scheme dated 31 March 1965, to provide for the extraordinary repair, improvement or rebuilding of the almshouses

5. A COIF accumulation unit account holds the Cyclical Maintenance Fund in line with recommendations from the Almshouse Association.

6. The rebate given to certain almshouse residents is shown as a line on the management charges.

7. Donations were received were as follows:

		2025	2024
Donations and fundraising			
Benevity		195	
Potten End WI		0	954
Car parking		0	726
Scouts breakfast		0	226
Individual donations		570	2,096
Open Days		3,164	1,589
Festival of Light			32
Dragons Apprentice		0	890
Legion Ladies		0	183
U3A		0	109
Berkhamsted School/Pool Club		600	0
Just Giving		837	0
Bay Yoga		100	0
*Crowdfunding		336	0
HH History Society		60	0
Other		0	1
		5,862	6,806

* Crowdfunding donation for 241 Restoration Fund. All other donations and fundraising to General Fund.

8. Management charges were as follows:

	2025	2024
Clerk/Administration costs	**(1,455)**	(1,591)
Insurance	**(2,289)**	(1,640)
Almshouse Association	**(284)**	(275)
WMC Rebates	**(3,000)**	(3,269)
	(7,028)	(6,775)

The increase in insurance reflects the overlap during 2025, where payments included both the remaining monthly Direct Debit instalments to June 2025 alongside the full annual lump-sum premium paid for the new policy starting in June 2025.

9. Maintenance charges were as follows:

Extraordinary Repair Fund Units	**(2,700)**	(2,556)
Transfer to Cyclical Maintenance Fund	**(4,828)**	(4,176)
Garden maintenance	**(554)**	(732)
Fire alarm testing and monitoring	**(641)**	(740)
Boiler maintenance & gas safety checks	**(480)**	(492)
TV licences	**(8)**	(8)
Lifeline alarm rentals	**(252)**	(378)
Water rates	**(454)**	(402)
Routine maintenance	**(369)**	(512)
	(10,286)	(9,995)

The purchase of ERF and CMF units effectively represents a transfer to the charity's investment funds rather than expenditure directly on maintenance. These funds are reserved for extraordinary repairs and cyclical maintenance, rather than for routine day-to-day maintenance.

10. Communal projects were as follows:

Professional services	**0**	(2,044)
Repointing front and 241 edge	**(3,030)**	0
QI Roof repairs	**(500)**	0
QI Handyman repairs	**(369)**	0
	(3,899)	(2,044)

11. Cyclical refurbishment charges were as follows:

235 Cyclical Maintenance	**0**	0
237 Cyclical Maintenance	**0**	0
239 Cyclical Maintenance	**0**	0
	0	0

12. Major refurbishment costs were:

241 Surveyor (General Fund)	**0**	(120)
241 Asbestos removal (241 Fund)	**(570)**	
	(570)	(120)

13. Vacancy costs were as follows:

241 council tax, electric, gas	**(3,909)**	(3,163)
	(3,909)	(3,163)