**Kettlestone Charities Trusts**

**Annual Report 2016 – 2017**

*1. Trustee Body*

There were no changes to the Trustee Body membership, or the Clerk to the Trustees.

*2. Almshouses Charity* *(Registration number 810337)*

 The weekly maintenance contributions for both Almshouses were subject to the usual annual review and the amounts were agreed, within the national guidelines.

1. *Schuldham Almshouse, 80 The Street, Kettlestone*

It was discovered that the work by East Coast Roofing to insulate the roofs some years ago had not been properly carried out. The Trustees requested that the company honoured its ten year guarantee but the remedial work still did not come near to an acceptable standard. The Trustees took advice from Consumer Services and East Coast Roofing was reported to Trading Standards. New quotes were sought and the contract for insulating and re-tiling the roof was given to S Mears. They provided photographs of the roof before, during and after completion of the work which illustrated the poor workmanship of the previous company and the acceptable standard of the new work. A hornet’s nest was discovered in the flat roof shortly before work began but these were successfully removed. The wood burner was checked and cleaned, a cowl was fitted to the chimney, a broken window latch was replaced, and an extra light installed on the landing.

*b) Kettlestone Almshouse, 114-116 The Street, Kettlestone*

Very little work was required at this almshouse. Access to the roof by rats was stopped and the fence panels were re-stained.

*3. Other Charities* *(Joint Registration number 206079)*

As was usual practice, the Trustees gave consideration to the provision of grants for those in need, as defined within the terms of the Charity Trust’s aims and objectives; and in the Scheme issued by the Charity Commission.

*a) Education Grant* The Trustees did not receive any applications although an enquiry was received from a North American student studying in Oxford.

*b) Fuel Allotment/Heating Cost Grant*: No grant applications were received this year.

*c) Discretionary Grant*: Two awards were made during 2016/17.

*4. Finance*

The Almshouses Charity continues to repay the National Almshouse Association (NAA) loan that was granted in 2010 for the refurbishment of the Kettlestone Almshouse, 114-116 The Street.

Annual Accounts for the year ending 31 March 2017 were checked and agreed for presentation to Kettlestone Parish Council, for information and copied to the Charity Commission, as required. A copy of the 2016-2017 Annual Accounts for the Kettlestone Almshouses Charity was sent to the NAA.

*5. General*

The Kettlestone Charities Trustees fulfil their regulatory commitments by filing an annual return to the Charity Commission, which includes details of Trustee body membership and income and expenditure totals for the year. The Financial Accounts are submitted to the Almshouse Association as required in the loan agreement.

The Chair wishes to thank her fellow Trustees for their ongoing support and commitment to uphold the objects of the Kettlestone Charities Trusts. The Trustees recognise and wish to thank the Clerk for her valuable contribution towards the effective operation and administration of these Charities.

*Anna Long*

*Chair, Kettlestone Charities Trustees*

*24 April 2017*