

The Almshouses of John Isbury and Jacob Hardrett

Registered Charity No 203772

ALMSMAN APPLICATION INFORMATION

APPLICATION PROCESS

In the first instance, a prospective applicant will have the broad parameters of the scheme explained:

1. As the original Schemes of both John Isbury and Jacob Hardrett state, an applicant is expected to be a 'Poor man (or woman) of good character from the parish of Lambourn and its circumjacent parishes'.
2. Although Hardrett's Almshouses allowed women and couples, the merged Charity now allows both male and female Almsmen, as well as couples.
3. All prospective candidates are to fill in an application form with as much detail as possible, then return it to the Clerk.
4. All applicants will have their names placed on a waiting list.
5. When an Almshouse becomes available, a shortlist will be drawn up from the waiting list, and candidates who are shortlisted will be required to make themselves available for interview by at least one Trustee and the Clerk.

ABOUT THE CHARITY

1. The Almshouses of John Isbury and Jacob Hardrett have existed for over 500 years. The two charities were merged in 2019, and together are embarking on a building programme to create new Almshouses. The Scheme is run as a Charity, and Almsmen are appointed.
2. The Almshouses are privately funded, and not funded by a local authority or housing association.
3. There will be charges for the Almsmen to pay, as contribution to the costs of running of the Almshouses. The nature and conditions of these charges will be outlined on request, along with advice on claiming benefits from the local authority where appropriate. Council tax is the responsibility of the resident.
4. The Charity undertake to carry out all repairs, including internal and external decoration. Almsmen are not allowed to make any alteration to the dwellings without prior consent of the Trustees.
5. The Almshouses are managed by ten Trustees and a Clerk. All Trustees can be approached about any issues concerning Almshouse life, but generally, the day-to-day practical matters are dealt with by the Clerk (details at the bottom of the sheet). Any grievances can be reported to the Clerk, who will bring them to the attention of the Trustees for resolution.
6. The accommodation is known as an Almshouse, and is self-contained. There is an option for shared accommodation, restricted to two people in any single Almshouse.
7. No pets or motorised vehicles should be kept without the written consent of the trustees. Visitors are not allowed to stay overnight without the written permission of the Charity.

CLERK to the TRUSTEES:

Peter Penfold
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8. All applicants need to be able to live independently.
9. Almsmen should keep their Almshouses, and any communal areas, clean and tidy and avoid storage of excess or unnecessary items.
10. The Charity takes matters of Health and Safety very seriously, and likewise expects all Almsmen to take due care and responsibility for themselves, and for others' well-being.
11. There is a requirement for a communal and cooperative attitude towards fellow almsman.
12. Should the applicant be unsuccessful at this time, alternative opportunities, and any plans for future Almshouses will be discussed.

APPOINTMENT CRITERIA

1. The applicant is expected to be a 'Poor man (or woman) of good character from the parish of Lambourn and its circumjacent parishes'.
2. A prospective candidate would be in need. This could be due to their living circumstances, accommodation, financial situation, or age.
3. The candidate would be expected to provide an explanation or evidence to support one or more of these criteria.
4. The candidate will be considered in the context of their ability to live independently, and communally within this small community. NB : an Almsman will not to be appointed to the perceived detriment of any existing Almsman.

APPOINTMENT OF A NEW ALMSMAN:

1. The applicant with the greatest need will be selected and informed within a reasonable time after interview.
2. Before appointment, the prospective Almsman would be required to provide all evidence of his or her entire financial situation.
3. The applicant will be informed that they will be appointed as a beneficiary of the charity. They will not be tenants and will have no legal interest in the property.
4. The successful appointee would be required to read and sign two copies of a LETTER OF APPOINTMENT, which outlines the principles of the responsibilities of the Almsmen, one copy of which must be retained and referred to by the Almsman. The successful appointee would be invited to read and sign a GP AUTHORISATION FORM and a NEXT of KIN FORM.

CHANGES OF CIRCUMSTANCES:

If after appointment an Almsman's circumstances change, the Trustees will meet with the Almsman to discuss the issues and possibilities, in order to make appropriate arrangements.

Although, in most circumstances, the accommodation is for life, residents may have to move out for many reasons, i.e.: if they require residential or nursing care; or if they are found to be in breach of the terms of their appointment; etc. In any of these cases, his or her status as an Almsman would need to be set aside.

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