

THE BRONTË SOCIETY
ANNUAL REPORT AND ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 1998

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Charity Commission Reference Number 529952

Company Registered Number 73855



THE BRONTË SOCIETY

SIGNIFICANT INFORMATION

The society is established as a company limited by guarantee and is registered as a charity with the Charity Commission. The affairs of the society are governed by its memorandum and articles of association. The liability of the Members in the event of the Society being wound up is limited to a sum not exceeding £1 each. The current number of members is 3,200 guaranteeing a total of £3,200.

Officers

Chairman:	Dr. R. Barnard
General Secretary:	S. Loftus
Treasurer:	Revd. Dr. L. Burton

Trustees

The trustees of the society are the Council Members.

Registered Office

Brontë Parsonage Museum, Haworth, Keighley. BD22 8DR

Telephone

01535 642323

Advisers

Bankers:	Yorkshire Bank plc, 73 North Street, Keighley. BD21 3SD
Auditors:	Stirk Lambert & Co., 61A North Street, Keighley. BD21 3DS
Solicitors:	Gordons Wright & Wright, 6-14 Devonshire Street, Keighley. BD21 2AY

Trustees Responsibility for the Financial Statements

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Society and of its income and expenditure for that period. In preparing those financial statements, the trustees are required to:-

- select suitable accounting policies and apply them consistently;
- make judgments and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue to operate.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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TRUSTEES REPORT

The Trustees present their report and the financial accounts for the year ended 31 December 1998 which have been prepared in accordance with current statutory requirements and the charity's governing documents.

The objectives of the charity remain the promotion of interest in the life and works and preservation of artifacts of whatever nature of the Brontë family and the establishment and maintenance of a permanent museum for the benefit and enjoyment of the public.



The charity is run on a day-to-day basis by paid employees but the overall management and strategy control is in the hands of the Council Members who act on a voluntary basis.

The names of the Trustees and their advisers during the year are included in the section on significant Information on Page 1.

The Report of Council includes a review of the development, activities and achievements of the charity during the year.

The Statement of Financial Activities and Balance Sheet show the transactions and financial position of the charity - the main features are the loss incurred for the year which is causing continuing concern for the management personnel and Council.

We have also redesignated the Reserves to show the projected purposes for which the Society holds its cash funds. The reserves policy of the Society is to build up such designated funds to a level where it can fulfil its development plans.

 Signed by 
(Trustee)

.....
(Date)

THE BRONTË SOCIETY

REPORT OF COUNCIL 1998-99

I feel inclined to begin this year's report with an aspect of the Society's work that is extensively covered in the *Gazette* but sometimes gets sidelined in the Reports of Council, that is our membership activities.

Memorial Services

In the closing months of 1998 we held two memorial services in Haworth Parish Church, one for Branwell, one for Emily on the 150th anniversaries of their deaths. Both services were extremely well attended, and I believe kept a fitting balance by on the one hand lamenting the early death and on the other celebrating the promise and achievement of their lives. Ahead of us, in May, is a wreath-laying ceremony in Poets' Corner, Westminster Abbey, with a speaker and readings.

Preceding Evensong and the wreath-laying will be tea in the House of Lords and the House of Commons, for which no less than two hundred members have applied for tickets. It is obvious there will be a formidable number of Brontëans in the Abbey - one wonders if there have been any literary anniversaries there that have attracted so many. Our thanks are due to Tom Winniffrith for masterminding the services, and to Ruth Battye and Jill Greenwood for coping with the tremendous demand for tickets, and with the social side of the arrangements.

Conference

The Conference, held in Leeds, was the third such event organised by Catherine Rayner, who, sadly, did not stand for Council last year due to the pressures of work and ill-health. It was brilliantly successful, and the standard of lectures and discussion was as high as it has ever been. It was particularly pleasing that so fine a balance was held between international speakers - including German, American and Japanese lecturers - and British ones. The attenders were equally varied in nationality, and emphasized what has been apparent since the early days of the Brontës' fame: the universality of their appeal. Having Beryl Bainbridge at dinner talking about her own writing and its debt to the Brontës was a wonderful extra.

Council Business

Matters coming before Council have been as varied as always, and if I have occasionally sighed that the Brontës themselves get too small a look-in, this may be when few items of interest come on to the market, or when they fetch prices way beyond our reach. The latter has been the case twice this year, presenting us with a dilemma both practical and moral: we want Brontë items, and regard the Parsonage Museum as their natural home, but can we justify spending so large a proportion of our reserves on, for example, a single letter, and are we helping to perpetuate an inflated market price?

We have had many issues of an environmental nature to consider, including the proposed Branwell (hastily respelled after being announced as Bramwell) retail centre in Rawdon Road. The new carpeting for the dining room was a non-controversial matter, and has been generally liked, but the proposed changes in the Bonnell Room, involving a new secure storage area and a more user- (and disabled-) friendly display did not attract universal consent. One understands the instinct to stand still (many seem to wish that time had stood still round about the time they first

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REPORT OF COUNCIL 1998-99 (CONTINUED)

visited the Parsonage and saw its treasures), but in one area that is both undesirable and impossible: we must be in the forefront of progress in the care for the objects in our collection, and we must do all possible to protect them from outside threat. Recent events in the museums and galleries world would have made some such possible threats all too evident.

Management Structure

We have been fortunate during the year in having Martin Plimley, who previously offered us splendid assistance with the Strategic Plan, to prepare a report on management structures at the Parsonage Museum and the Society's offices. We now employ a large number of people, full and part time, and it is important to have in place the best possible structure of command and "reporting" to make the most effective use of them. We are grateful to Business in the Arts for introducing Martin to us, and facilitating his work. His report will be discussed at the February Council meeting.

Buildings Committee

A Buildings Committee was set up in September, chaired by Dudley Green. It has met frequently throughout the year, with the aim of getting a clear statement of the Museum and Society's needs in terms of space and facilities. We aimed to have the widest range of opinions and feelings about building options represented on this Committee, and it is working most effectively. A report will be presented at the AGM.

People

The 1998 elections brought us two new Council members, Joan Bellamy and Angela Crow, and one returning one, Geraldine Robertson-Brown. They are all very welcome. There have been changes at the Museum, including the retirement of Mary Woolridge, the Shop Manageress: we are grateful for her many years of superb work for us, and we wish her well in her new home in Cornwall. We welcome Stephanie Angus, formerly her deputy, as her successor. We are also about to appoint a successor to Sharon Courtney, our excellent Education Officer, who alas has gone on to greater things.

My job would have been impossible these last three years without the wonderful work of Carol O'Dwyer and Jill Greenwood on the Society side, and a range of people too numerous to name, the people who staff the Museum. I have as always greatly welcomed my talks, occasionally over foaming mugs, with Mike Hill, who is going a brilliant job as Director. My thanks - the thanks of the whole Council - to all of them. I approach leaving the job of Chairman with mixed feelings, but in the knowledge that the Museum and the Society are in excellent hands. The year or two's break I propose to take from Council will I hope be a freshener, and there are one or two exciting Brontë projects which will jostle with murder for my attention.

Many thanks to all of you for your interest and support.

Robert Barnard
Chairman of Council

Retiring in 1999

Mrs Joan Bellamy, Mrs Jean Bull, Mr Charles H Lemon, Mr Kenneth Whitton, Dr Thomas Winnifrith,

Retiring in 2000

Dr Robert Barnard, Miss F Janine Graham, Mr Dudley E C Green, Mrs Peggy Hewitt, Ms Alexandra Lesley, Revd John Waddington-Feather, Mr Richard Wilcocks

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REPORT OF COUNCIL 1998-99 (CONTINUED)

Retiring in 2001

Mrs Ruth Battye, Ms Angela Crow, Mr Alfred G H East, Ms Lynda C Glading, Mrs Margaret McCarthy, Mrs Geraldine Robertson-Brown, Miss V A Thompson.

AUDITORS' REPORT
TO THE MEMBERS OF THE BRONTË SOCIETY

We have audited the financial statements on pages 7 to 14 which have been prepared under the accounting policies set out on page 9.

Respective Responsibilities of Trustees and Auditors

As described on page 1 the Society's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of Opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and whether the accounting policies are appropriate to the Society's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the Society's affairs as at 31 December 1998 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Stirk Lambert & Co.
Chartered Accountants
and Registered Auditors

22 February 1999

Russell Chambers,
61A North Street,
Keighley.
BD21 3DS

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STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 1998


	Notes	Unrestricted Funds	Restricted Funds	Total Funds	
		£	£	1998 £	1997 £
INCOMING RESOURCES					
Members Subscriptions		22,339		22,339	26,736
Life Members Credit		3,378		3,378	1,915
Museum Admission Fees		214,033		214,033	239,021
Income from Sales	2	73,583		73,583	82,622
Sale of Transactions		130		130	8
Royalties and Commission		13,310		13,310	3,710
Dividend Income		2,091		2,091	2,025
Interest on Short Term Deposits		29,849	177	30,026	28,442
Bequests and Donations		1,664		1,664	14,606
Education, Sponsorship and Fees		1,267		1,267	9,352
Acquisition Grants				-	2,545
		361,644	177	361,821	410,982
RESOURCES EXPENDED					
Direct Charitable Expenditure	3	282,337	166	282,503	259,914
Fund Raising	3	73,752		73,752	68,900
Management and Administration	3	52,874		52,874	49,113
		408,963	166	409,129	377,927
Net Incoming (Outgoing) Resources		(47,319)	11	(47,308)	33,055
Other Recognised Gains/Losses:					
Unrealised Gains on Investments		4,058		4,058	11,462
Net Movement in Funds		(43,261)	11	(43,250)	44,517
Total Funds Brought Forward		860,518	2,957	863,475	818,958
Total Funds Carried Forward		817,257	2,968	820,225	863,475


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BALANCE SHEET AS AT 31 DECEMBER 1998

	Notes	1998 £	£	1997 £	£
FIXED ASSETS					
Tangible Assets	4	200,615		190,710	
Investments	6	63,402		59,344	
		<hr/>	264,017	<hr/>	250,054
CURRENT ASSETS					
Stocks		103,500		71,500	
Debtors	7	18,420		27,120	
Short Term Deposits		463,825		529,109	
Cash at Bank and in Hand		10,210		11,695	
		<hr/>		<hr/>	
		595,955		639,424	
CREDITORS					
Amounts falling due within one year	8	39,747		26,003	
		<hr/>		<hr/>	
NET CURRENT ASSETS			556,208		613,421
			<hr/>		<hr/>
TOTAL ASSETS LESS CURRENT LIABILITIES			820,225		863,475
			<hr/>		<hr/>
FUNDS					
Unrestricted Funds	9	817,257		860,518	
Restricted Funds	9	2,968		2,957	
		<hr/>		<hr/>	
			820,225		863,475
			<hr/>		<hr/>

Approved by the directors and trustees on 20 February 1999 and signed on their behalf by:-


 R. Barnard (Director/Trustee)


~~L. Burton~~ (Director/Trustee)
 C. LEMON

The notes on pages 9 to 14 form an integral part of these accounts

THE BRONTË SOCIETY

NOTES TO THE ACCOUNTS 31 DECEMBER 1998

1. ACCOUNTING POLICIES

Basis of Accounting

The statement of accounts have been prepared in accordance with the provisions of the Companies Act 1985, the Statement of Recommended Practice Accounting by Charities and applicable accounting standards. Where necessary the headings laid down in the Companies Act have been adapted to meet the special activities of the Society. The Society qualifies as a small company under the Companies Act 1985, the trustees have elected to take advantage of the exemption under FRS1 not to prepare a cash flow statement.

Income

Bequests and donations are accounted for when received by the Society. Other income is accounted for on an accruals basis as far as it is prudent to do so. Income includes income tax recoverable.

Grants

Revenue grants are credited to the Statement of Financial Activities as received.

Taxation

As a registered charity, the company benefits from Rates relief and is generally exempt from Income Tax and Capital Gains Tax, but not from VAT.

Investments

Gains and losses whether realised or not are reported in the Statement of Financial Activities. Investment Income has been taken into account on the basis of the date of payment.

Depreciation

Depreciation of tangible fixed assets is provided at the following annual rates in order to write off each asset over its estimated useful life:-

Freehold building	2% on cost
Fixtures, fittings and equipment	15% straight line
Computer equipment	33% straight line

No depreciation is provided on freehold land.

Stocks

Stocks consist of shop merchandise held for resale and are shown at the lower of cost and net realisable value after making due allowance for obsolete and slow moving items.

Pensions

The Society contributes to the personal pension schemes of a number of employees. The cost of the contributions made by the charity to these schemes is charged to profit and loss account as incurred.

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NOTES TO THE ACCOUNTS 31 DECEMBER 1998 (CONTINUED)

	1998	1997
	£	£
2. NET INCOME OF TRADING ACTIVITIES		
Turnover	190,856	214,905
Cost of Sales	117,273	132,283
	<hr/>	<hr/>
Gross Profit	73,583	82,622
	<hr/>	<hr/>

Cost of sales consists only of goods purchased for resale as adjusted for opening and closing stocks. All other costs associated with sales such as salaries, premises costs and administrative expenses are included in general expenditure.

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NOTES TO THE ACCOUNTS 31 DECEMBER 1998 (CONTINUED)

3. RESOURCES EXPENDED

	Direct Charitable £	Fund Raising £	Man & Admin £	Total £	1997 £
Salaries, Wages, Pension	174,534	47,783	16,263	238,580	217,075
Recruitment	1,239	667		1,906	1,498
Travel and Training	3,174		1,058	4,232	3,046
Transactions Costs	11,633			11,633	6,677
Printing Gazette	2,537			2,537	2,199
Printing, Postages, Telephone etc	16,692	3,044	16,692	36,428	37,336
Building Maintenance	4,398	890	1,466	6,754	18,175
Office Maintenance			3,866	3,866	2,971
Cleaning	3,153	533	1,051	4,737	4,517
Garden/Flowers			1,015	1,015	999
Heat and Light	3,254	618	1,085	4,957	4,615
Insurance	6,110	2,905	2,037	11,052	12,907
Rates	853	153	284	1,290	1,322
Security and Fire Safety	8,583			8,583	9,113
Curatorial	4,140			4,140	4,265
Conservation	1,796			1,796	2,259
Exhibition and Display	3,666			3,666	2,857
Education	3,907			3,907	8,550
Scholarship Award	1,000			1,000	194
Advertising and Public Relations		11,794		11,794	5,238
Publication and Leaflets		4,457		4,457	7,092
Legal and Professional	3,459		1,154	4,613	1,168
Audit and Accountancy	1,588	908	529	3,025	2,200
Bank Charges			33	33	29
Council Committee Exp. etc	6,376			6,376	7,747
AGM Week	3,214			3,214	593
Events	1,172			1,172	372
Acquisitions (note 4)	12,913			12,913	5,417
Depreciation	3,112		6,341	9,453	7,496
	<u>282,503</u>	<u>73,752</u>	<u>52,874</u>	<u>409,129</u>	<u>377,927</u>

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NOTES TO THE ACCOUNTS 31 DECEMBER 1998 (CONTINUED)

4. ACQUISITIONS	£
Letter from Patrick Brontë to Miss Jenkins (1857)	5,000
Watercolour "Praise" by Branwell Brontë (1830)	7,913
	<hr/>
	12,913
	<hr/>

5. TANGIBLE FIXED ASSETS

	Land and Buildings £	Fixtures Fittings & Equipment £	Computer Equipment £	Total £
Cost or Valuation				
At 1 January 1998	173,726	43,636	7,695	225,057
Additions	-	8,589	10,769	19,358
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 1998	173,726	52,225	18,464	244,415
	<hr/>	<hr/>	<hr/>	<hr/>
Depreciation				
At 1 January 1998	12,470	15,726	6,151	34,347
Charge for Year	3,112	5,688	653	9,453
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 December 1998	15,582	21,414	6,804	43,800
	<hr/>	<hr/>	<hr/>	<hr/>
Written Down Amount as at 31 December 1998	158,144	30,811	11,660	200,615
	<hr/>	<hr/>	<hr/>	<hr/>
Written Down Amount as at 31 December 1997	161,256	27,910	1,544	100,710
	<hr/>	<hr/>	<hr/>	<hr/>

At 31 December 1998 commitments for capital expenditure were as follows:-

	1998 £	1997 £
Contracted but not Provided for in the Accounts	15,500	13,500
	<hr/>	<hr/>

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NOTES TO THE ACCOUNTS 31 DECEMBER 1998 (CONTINUED)

	1998 £	1997 £
6. FIXED ASSET INVESTMENTS		
Listed Investments - at Market Value	<u>63,402</u>	<u>59,344</u>
Historic Cost	<u>47,882</u>	<u>47,882</u>
	Listed Investments £	
Market Value		
At 1 January 1998	59,344	
Unrealised Gain During Year	<u>4,058</u>	
At 31 December 1998	<u>63,402</u>	
Total Unrealised Gains	<u>15,520</u>	
	1998 £	1997 £
7. DEBTORS		
Debtors	14,020	18,984
Prepayments	4,400	7,496
Taxation Recoverable	-	640
	<u>18,420</u>	<u>27,120</u>
	1998 £	1997 £
8. CREDITORS:		
Amounts Falling Due Within One Year:-		
Creditors for Trading Activities	20,064	5,786
Accrued Expenses	6,588	3,450
Other Creditors (Including Tax and Social Security of £4,116 (£3,824))	6,495	7,167
Deferred Income	6,600	9,600
	<u>39,747</u>	<u>26,003</u>

THE BRONTË SOCIETY

NOTES TO THE ACCOUNTS 31 DECEMBER 1998 (CONTINUED)

	Balance 1 January 1998 £	1998 Activity £	Net Transfers £	Balance 31 December 1998 £
9. UNRESTRICTED FUNDS				
FUNDS				
Designated Funds				
Parsonage Restoration	135,000		(85,000)	50,000
Acquisitions	80,000	(12,913)	12,913	80,000
Building Development	305,492		(205,492)	100,000
General Endowment	28,072		(28,072)	-
Museum Endowment			100,000	100,000
Education Endowment			72,000	72,000
Access			40,000	40,000
Publications			20,000	20,000
Capital Items Renewal			30,000	30,000
Heritage and Conservation			1,000	1,000
 Life Membership	 28,062	 3,378	 (2,537)	 28,903
Investments Revaluation	11,462	4,058		15,520
Fixed Assets Re-instatement	190,732			190,732
Income and Expenditure Account	81,698	(37,784)	45,188	89,102
	<hr/>	<hr/>	<hr/>	<hr/>
	860,518	(43,261)	-	817,257
	<hr/>	<hr/>	<hr/>	<hr/>

In the light of guidance provided by the Charity Commission and present accounting conventions, unrestricted funds have been designated in accordance with the schedule above.

RESTRICTED FUNDS

Sir Tresham Lever Fund	£
Balance Brought Forward	2,957
Income for Year - Interest	177
	<hr/>
	3,134
Payments for Year	166
	<hr/>
Balance Carried Forward	2,968
	<hr/>