

**THE BRONTË SOCIETY**  
**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2000**



**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 2,200 guaranteeing a total of £2,200.

### **Officers**

President:	Lord Morris of Castle Morris
Chairman:	M E McCarthy
Honorary Secretary:	L C Glading
Honorary Treasurer:	J G Sharps
Honorary Publications Secretary:	R J Duckett

### **Trustees**

The trustees of the Society are the Council Members.

Louise Barnard	Audrey W Hall
Robert Barnard	Charles H Lemon
Ruth M Battye	Alexandra Lesley
Joan Bellamy	Margaret E McCarthy
Jean M Bull	Geraldine Robertson-Brown
Wendy H Bulling	Virginia S M Rushton
Angela Crow	John Geoffrey Sharps
Robert J Duckett	Paul Slater
Alf G H East	Valerie A Thompson
Lyn C Glading	Kenneth R Whitton
Dudley E C Green	Richard Wilcocks

### **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 Cranswick, 6-14 Devonshire Street, Keighley. BD21 2AY

## **THE BRONTË SOCIETY**

### **SIGNIFICANT INFORMATION**

#### **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.

## THE BRONTË SOCIETY

### TRUSTEES' REPORT

The Trustees present their report and the financial accounts for the year ended 31 December 2000 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 Report of Council and Committees includes a review of the 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 Council continues to work towards achieving a stable balanced budget, making savings as well as generating new income.

Signed by .....  .....  
(Trustee)

..... 28 February 2001 .....  
(Date)

**AUDITORS' REPORT**  
**TO THE MEMBERS OF THE BRONTË SOCIETY**

We have audited the financial statements on pages 5 to 13 which have been prepared under the accounting policies set out on page 7.

**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.

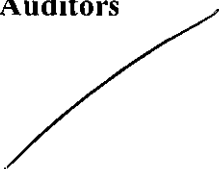
We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity 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 2000 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**



24 February 2001

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

# THE BRONTË SOCIETY

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2000

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2000	1999
		£	£	£	£
<b>INCOMING RESOURCES</b>					
Members Subscriptions		26,409		26,409	24,523
Museum Admission Fees		231,905		231,905	215,336
Income from Sales	2	73,484		73,484	65,509
Royalties and Commission		1,715		1,715	2,003
Dividend Income		1,589		1,589	2,089
Interest on Short Term Deposits		16,386	181	16,567	17,117
Bequests and Donations		7,744		7,744	11,749
Education, Sponsorship and Fees		13,194		13,194	3,971
Acquisition Grants	6	6,000		6,000	33,500
Training/Travel Grants		2,813		2,813	-
Fixed Asset Grants		34,900		34,900	-
Other		124		124	449
		416,263	181	416,444	376,246
<b>RESOURCES EXPENDED</b>					
Direct Charitable Expenditure	3	347,351	93	347,444	418,312
Fund Raising and Publicity	3	11,792		11,792	10,562
Management and Administration	3	30,957		30,957	24,448
		390,100	93	390,193	453,322
Net Incoming (Outgoing) Resources		26,163	88	26,251	(77,076)
Other Recognised Gains/Losses:					
Realised Gains on Investments		6,606		6,606	
Unrealised Gains/(Losses) on Investments		(7,779)		(7,779)	8,123
Net Movement in Funds		24,990	88	25,078	(68,953)
Total Funds Brought Forward		748,268	3,004	751,272	820,225
Total Funds Carried Forward		773,258	3,092	776,350	751,272

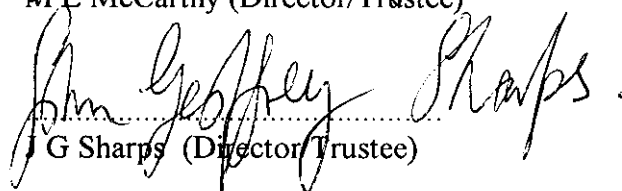
# THE BRONTË SOCIETY

## BALANCE SHEET AS AT 31 DECEMBER 2000

	Notes	2000 £	£	1999 £	£
<b>FIXED ASSETS</b>					
Tangible Assets	7	271,461		219,649	
Investments	8	49,358		71,525	
			320,819		291,174
<b>CURRENT ASSETS</b>					
Stocks		85,750		95,000	
Debtors	9	16,699		12,898	
Short Term Deposits		382,320		387,309	
Cash at Bank and in Hand		10,815		17,421	
			495,584		512,628
<b>CREDITORS</b>					
Amounts falling due within one year	10	40,053		52,530	
<b>NET CURRENT ASSETS</b>			455,531		460,098
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>776,350</u>		<u>751,272</u>
<b>FUNDS</b>					
Unrestricted Funds	11	773,258		748,268	
Restricted Funds	11	3,092		3,004	
			<u>776,350</u>		<u>751,272</u>

Approved by the directors and trustees on 24 February 2001 and signed on their behalf by:-

  
M E McCarthy (Director/Trustee)

  
J G Sharps (Director/Trustee)

The notes on pages 7 to 13 form an integral part of these accounts

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2000

### 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**

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 receipt.

#### **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.



**THE BRONTË SOCIETY**  
**NOTES TO THE ACCOUNTS 31 DECEMBER 2000 (CONTINUED)**

	2000	1999
	£	£
<b>2. NET INCOME OF TRADING ACTIVITIES</b>		
Turnover	175,168	178,567
Cost of Sales	101,684	113,058
<b>Gross Profit</b>	<u>73,484</u>	<u>65,509</u>

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.

**3. RESOURCES EXPENDED**

	Notes	Direct Charitable £	Fund Raising £	Man & Admin £	Total £	1999 £
Salaries, Wages, Pension	4	211,236		12,665	223,901	241,227
Severance Payment		-		7,186	7,186	-
Recruitment		1,262			1,262	1,011
Travel and Training		1,796		200	1,996	6,951
Transactions Costs		9,973			9,973	10,750
Printing Gazette		2,831			2,831	1,788
Printing, Postages, Telephone etc		21,261		2,362	23,623	28,873
Building Maintenance/Fees		3,140			3,140	14,209
Office Maintenance		4,649		516	5,165	3,712
Cleaning		4,231			4,231	4,276
Garden/Flowers		464			464	925
Heat and Light		4,477			4,477	4,637
Insurance		11,442		1,271	12,713	9,979
Rates		1,344			1,344	1,311
Security and Fire Safety		7,837			7,837	6,032
Curatorial		2,265			2,265	2,695
Conservation		230			230	4,273
Exhibition and Display		5,043			5,043	3,314
Education		6,099			6,099	3,450
Internet/Website		1,628			1,628	3,236
Scholarship Award		-			-	1,414
Advertising and Public Relations		-	11,792		11,792	10,562
Publication and Leaflets		2,922			2,922	6,316
Legal and Professional		1,433		2,376	3,809	823
Audit and Accountancy		1,950		650	2,600	3,500
Bank Charges		-			-	43
Council Committee Exp. etc		7,293			7,293	7,946
AGM Week		151			151	162
Events		(183)			(183)	322
Acquisitions	6	17,545			17,545	56,337
Depreciation		14,313		3,731	18,044	13,248
Heritage		787			787	-
Donation		25			25	-
		<u>347,444</u>	<u>11,792</u>	<u>30,957</u>	<u>390,193</u>	<u>453,322</u>

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2000 (CONTINUED)

<b>4. SALARIES, WAGES AND PENSION CONTRIBUTIONS</b>	<b>2000</b>	<b>1999</b>
	<b>£</b>	<b>£</b>
The charge to the Statement of Financial Activities is as follows:-		
Salaries and Wages	209,465	223,201
Social Security Costs	11,655	13,569
	-----	-----
	221,120	236,770
Pension Costs	2,781	4,457
	-----	-----
	<u>223,901</u>	<u>241,227</u>

No remuneration or other emoluments are paid to members of Council.

The average number of full time equivalent employees for 2000 was 16 (1999 – 18).  
No employee had emoluments in excess of £40,000.

### 5. TRUSTEES LIABILITY INSURANCE

The Society carries a Professional Liability Policy which includes Professional Indemnity, Fidelity Guarantee and Trustees and Officers Liability Insurances with a limit of £1,000,000 for any one occurrence.

The cost of this insurance for 2000 was £1,196 (1999 £1,282).

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2000 (CONTINUED)

### 6. ACQUISITIONS

	Gross Cost £	Grants Received £	Net Cost £
Autograph letter signed, Patrick Brontë to the Rev. A P Irwine, District Secretary for the Church Pastoral Aid Society, 15 April 1851	3,352	-	3,352
Two jet bracelet links with scratched "signatures" of Charlotte and Emily Brontë with accompanying letter from Stella Gibbons to Winifred Gerin, 5 November 1971	645	-	645
Autograph letter signed, Arthur Bell Nicholls to Mr Sutcliffe, Hill House, Banagher, 5 November 1861	1,548	-	1,548
Autograph letter by Robert Southey to Charlotte Brontë, 22 March 1837 and accompanying wrapper with Charlotte Brontë inscription.	12,000	6,000 (MGC)	6,000
	<u>17,545</u>	<u>6,000</u>	<u>11,545</u>

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2000 (CONTINUED)

### 7. TANGIBLE FIXED ASSETS

	Land and Buildings £	Fixtures Fittings & Equipment £	Computer Equipment £	Total £
<b>Cost or Valuation</b>				
At 1 January 2000	173,726	73,447	29,524	276,697
Additions	-	63,517	6,339	69,856
At 31 December 2000	173,726	136,964	35,863	346,553
<b>Depreciation</b>				
At 1 January 2000	18,702	27,294	11,052	57,048
Charge for Year	3,120	7,060	7,864	18,044
At 31 December 2000	21,822	34,354	18,916	75,092
Written Down Amount as at 31 December 2000	151,904	102,610	16,947	271,461
Written Down Amount as at 31 December 1999	155,024	46,153	18,472	219,649

At 31 December 2000 commitments for capital expenditure were as follows:-

	2000 £	1999 £
Contracted but not Provided for in the Accounts	NIL	62,000

### 8. FIXED ASSET INVESTMENTS

	2000 £	1999 £
Quoted Investments - at Market Value	49,358	71,525
Historic Cost	33,494	47,882

Unrealised gains of £15,864 (1999 £23,643) have been incorporated in these financial statements.

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2000 (CONTINUED)

	2000 £	1999 £
<b>9. DEBTORS</b>		
Debtors	8,939	7,696
Prepayments	7,760	5,202
	<u>16,699</u>	<u>12,898</u>
	<b>2000 £</b>	<b>1999 £</b>
<b>10. CREDITORS:</b>		
Amounts Falling Due Within One Year:-		
Creditors for Trading Activities	17,044	27,261
Accrued Expenses	3,350	5,250
Other Creditors (Including Tax and Social Security of £2,398 (£3,585))	12,759	12,619
Deferred Income	6,900	7,400
	<u>40,053</u>	<u>52,530</u>

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2000 (CONTINUED)

	Balance 1.01.00 £	2000 Net Incoming Resources £	2000 Net Transfers £	Balance 31.12.00 £
<b>11. UNRESTRICTED FUNDS</b>				
<b>Designated Funds</b>				
Parsonage Restoration	50,000			50,000
Acquisitions	50,000	(11,545)	11,545	50,000
Building Development	75,000			75,000
Museum Endowment	100,000			100,000
Education Endowment	72,000			72,000
Access	20,000			20,000
Capital Items Renewal	30,000			30,000
Heritage and Conservation	500			500
Life Membership	27,909	1,837	(2,429)	27,317
Fixed Assets	219,649	51,812		271,461
Income and Expenditure Account	79,567	(9,335)	(9,116)	61,116
Investment Revaluation	23,643	(7,779)		15,864
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	748,268	24,990	-	773,258
	<hr/>	<hr/>	<hr/>	<hr/>

### RESTRICTED FUNDS

<b>Sir Tresham Lever Fund</b>	<b>£</b>
Balance Brought Forward	3,004
Income for Year - Interest	181
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	3,185
Payments for Year – Flowers	93
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Balance Carried Forward	3,092
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