

**THE BRONTË SOCIETY**  
**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2001**

**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 2,049 guaranteeing a total of £2,049.

**Officers**

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	Virginia S M Rushton
Wendy H Bulling	John Geoffrey Sharps
Angela Crow	Paul Slater
Robert J Duckett	Valerie A Thompson
Alf G H East	Kenneth R Whitton
Lyn C Glading	Richard Wilcocks
Dudley E C Green	

**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 2001 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 administration, 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.

*MJM*  
*X*  
Signed by .....

*[Signature]*  
(Trustee)

*Dated 2 April 2002*

## AUDITORS' REPORT

### TO THE MEMBERS OF THE BRONTË SOCIETY

We have audited the financial statements on pages 5 to 14 which have been prepared under the accounting policies set out on page 7 to 8.

#### **Respective Responsibilities of Trustees and Auditors**

As described on page 2 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 2001 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 and the Charities Act 1993.

**Stirk Lambert & Co  
Chartered Accountants  
and Registered Auditors**

*Stirk Lambert & Co*

2 April 2002

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

# THE BRONTË SOCIETY

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2001

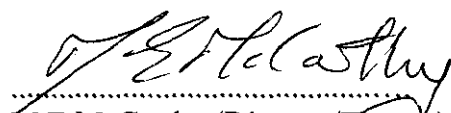
	Notes	Unrestricted Funds	Restricted Funds	Total Funds 2001	2000
		£	£	£	£
<b>INCOMING RESOURCES</b>					
Members Subscriptions		25,052		25,052	26,409
Museum Admission Fees		224,384		224,384	231,905
Income from Sales	2	58,665		58,665	73,484
Royalties and Commission		1,484		1,484	1,715
Dividend Income		1,528		1,528	1,589
Interest on Short Term Deposits		14,265	93	14,358	16,567
Bequests and Donations		3,354		3,354	7,744
Education, Sponsorship and Fees		13,587		13,587	13,194
Acquisition Grants		35,737		35,737	6,000
Training/Travel Grants		-		-	2,813
Fixed Asset Grants		-		-	34,900
Conservation/Exhibition Grants		1,900		1,900	-
Other Income		285		285	124
		380,241	93	380,334	416,444
<b>RESOURCES EXPENDED</b>					
Direct Charitable Expenditure	3	443,214	181	443,395	347,444
Fund Raising and Publicity	3	12,841		12,841	11,792
Management and Administration	3	34,317		34,317	30,957
		490,372	181	490,553	390,193
Net (Outgoing)/Incoming Resources		(110,131)	(88)	(110,219)	26,251
Other Recognised Gains/Losses:					
Realised Gains on Investments		-		-	6,606
Unrealised (Losses) on Investments		(5,059)		(5,059)	(7,779)
Net Movement in Funds		(115,190)	(88)	(115,278)	25,078
Total Funds Brought Forward		773,258	3,092	776,350	751,272
Total Funds Carried Forward		658,068	3,004	661,072	776,350

# THE BRONTË SOCIETY

## BALANCE SHEET AS AT 31 DECEMBER 2001

	Notes	2001 £	£	2000 £	£
<b>FIXED ASSETS</b>					
Tangible Assets	7	199,465		271,461	
Investments	8	44,299		49,358	
			243,764		320,819
<b>CURRENT ASSETS</b>					
Stocks		69,690		85,750	
Debtors	9	44,691		16,699	
Short Term Deposits		329,362		382,320	
Cash at Bank and in Hand		15,525		10,815	
			459,268		495,584
<b>CREDITORS</b>					
Amounts falling due within one year	10	41,960		40,053	
<b>NET CURRENT ASSETS</b>					
			417,308		455,531
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
			661,072		776,350
<b>FUNDS</b>					
Unrestricted Funds	11		658,068		773,258
Restricted Funds	11		3,004		3,092
			661,072		776,350

Approved by the directors and trustees on 2 April 2002 and signed on their behalf by:-

  
M E McCarthy (Director/Trustee)

  
J G Sharps (Director/Trustee)

The notes on pages 7 to 14 form an integral part of these accounts

**THE BRONTË SOCIETY**  
**NOTES TO THE ACCOUNTS 31 DECEMBER 2001**

**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 issued in October 2000 (SORP) 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 and 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.

**Resources Expended**

Resources expended are accounted for on an accruals basis.

**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:-

Fixtures, fittings and equipment	15% straight line
Computer equipment	33% straight line

No depreciation is provided on freehold land.

The freehold property at Main Street, Haworth was sold in February 2002. The depreciation charge for 2001 has been increased to match valuation with sale proceeds.

**Historic and Inalienable Assets**

As explained in note 7 to these accounts, inalienable and historic assets have not been capitalized or depreciated as no reliable value can be obtained.



# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2001 (CONTINUED)

### 1. ACCOUNTING POLICIES (continued)

#### 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 the Statement of Financial Activities as incurred.

	2001 £	2000 £
<b>2. NET INCOME OF TRADING ACTIVITIES</b>		
Turnover	149,557	175,168
Cost of Sales	90,892	101,684
<b>Gross Profit</b>	<u>58,665</u>	<u>73,484</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.

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2001 (CONTINUED)

### 3. RESOURCES EXPENDED

	Notes	Direct Charitable £	Fund Raising £	Man & Admin £	Total £	2000 £
Salaries, Wages, Pension	4	217,449		11,444	228,893	223,901
Redundancy/Severance Payment				8,409	8,409	7,186
Recruitment		1,930			1,930	1,262
Travel and Training		3,131		348	3,479	1,996
Transactions Costs		10,286			10,286	9,973
Printing Gazette		1,461			1,461	2,831
Printing, Postages, Telephone etc		20,792		2,310	23,102	23,623
Building Maintenance/Fees		3,701			3,701	3,140
Office Maintenance		4,152		461	4,613	5,165
Cleaning		5,064			5,064	4,231
Garden/Flowers		398			398	464
Heat and Light		5,602			5,602	4,477
Insurance		17,384		1,932	19,316	12,713
Rates		1,356			1,356	1,344
Security and Fire Safety		6,233			6,233	7,837
Curatorial		1,568			1,568	2,265
Conservation		2,810			2,810	230
Exhibition and Display		1,287			1,287	5,043
Education		5,383			5,383	6,099
Internet/Website		1,308			1,308	1,628
Advertising and Public Relations			12,841		12,841	11,792
Publication and Leaflets		5,270			5,270	2,922
Legal and Professional		230		2,165	2,395	3,809
Audit and Accountancy		2,325		775	3,100	2,600
Bank Charges		135			135	-
Council Committee Exp. etc		5,802			5,802	7,293
AGM Week		767			767	151
Events		307			307	(183)
Acquisitions	6	48,727			48,727	17,545
Depreciation		22,537		6,473	29,010	18,044
Heritage					-	787
Donation					-	25
Additional Property Depreciation		46,000			46,000	-
		<u>443,395</u>	<u>12,841</u>	<u>34,317</u>	<u>490,553</u>	<u>390,193</u>

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2001 (CONTINUED)

<b>4. SALARIES, WAGES AND PENSION CONTRIBUTIONS</b>	<b>2001</b>	<b>2000</b>
	<b>£</b>	<b>£</b>
The charge to the Statement of Financial Activities is as follows:-		
Salaries and Wages	213,657	209,465
Social Security Costs	11,774	11,655
	<hr/>	<hr/>
Pension Costs	225,431	221,120
	3,462	2,781
	<hr/>	<hr/>
	<u>228,893</u>	<u>223,901</u>

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

The average number of full time equivalent employees for 2001 was 15 (2000 – 16).  
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 2001 was £1,260 (2000 £1,196).

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2001 (CONTINUED)

### 6. ACQUISITIONS

	Gross Cost £	Grants Receivable £	Net Cost £
Letter from Charlotte Brontë to an unknown correspondent May/June 1854 (final page only)	6,176	-	6,176
J Horsfall Turner Collection	14,214	11,769	2,445
Five scrapbooks formerly belonging to Mabel Edgerley	117	-	117
Portrait of John Feather painted by Bramwell Brontë c.1839	647	316	331
Two autograph letters signed Charlotte Brontë to Mrs Gaskell 31 August 1853 and 18 November 1853	27,573	23,652	3,921
	<u>48,727</u>	<u>35,737</u>	<u>12,990</u>

**Grants receivable may be analysed as follows:-**

Resource/V & A Purchase Grant Fund	20,403
Heritage Lottery Fund	10,627
Friends of National Libraries	4,707
	<u>35,737</u>

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2001 (CONTINUED)

### 7. TANGIBLE FIXED ASSETS

	Land and Buildings £	Fixtures Fittings & Equipment £	Computer Equipment £	Total £
<b>Cost or Valuation</b>				
At 1 January 2001	173,726	136,964	35,863	346,553
Additions	-	2,919	95	3,014
At 31 December 2001	173,726	139,883	35,958	349,567
<b>Depreciation</b>				
At 1 January 2001	21,822	34,354	18,916	75,092
Charge for Year	49,120	16,885	9,005	75,010
At 31 December 2001	70,942	51,239	27,921	150,102
Written Down Amount as at 31 December 2001	102,784	88,644	8,037	199,465
Written Down Amount as at 31 December 2000	151,904	102,610	16,947	271,461

It would be difficult and costly to place a reliable valuation on the parsonage buildings and museum collection, which qualify as inalienable and historic assets. In addition, it is the opinion of the trustees that the publication of such information would prejudice the efficient working of the charity for security reasons. It is for these reasons that no value whatsoever has been attributed to the parsonage buildings and the museum collection. This treatment accords with the provisions of paragraph 211 of the Charities SORP 2000.

At 31 December 2001 commitments for capital expenditure were as follows:-

	2001 £	2000 £
Contracted but not Provided for in the Accounts	<u>NIL</u>	<u>NIL</u>

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2001 (CONTINUED)

	2001 £	2000 £
<b>8. FIXED ASSET INVESTMENTS</b>		
Quoted Investments - at Market Value	<u>44,299</u>	<u>49,358</u>
Historic Cost	<u>33,494</u>	<u>33,494</u>
Unrealised gains of £10,805 (2000 £15,864) have been incorporated in these financial statements.		
	2001 £	2000 £
<b>9. DEBTORS</b>		
Debtors	28,570	8,939
Prepayments	16,121	7,760
	<u>44,691</u>	<u>16,699</u>
	2001 £	2000 £
<b>10. CREDITORS:</b>		
Amounts Falling Due Within One Year:-		
Creditors for Trading Activities	16,060	17,044
Accrued Expenses	4,701	3,350
Other Creditors (Including Tax and Social Security of £3,059 (2000 £2,398))	15,299	12,759
Deferred Income	5,900	6,900
	<u>41,960</u>	<u>40,053</u>

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 2001 (CONTINUED)

	Balance 1.01.01 £	2001 Net Outgoing Resources £	2001 Net Transfers £	Balance 31.12.01 £
<b>11. UNRESTRICTED FUNDS</b>				
<b>Designated Funds</b>				
Parsonage Restoration	50,000			50,000
Acquisitions	50,000	(12,991)	12,991	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	27,317		(2,292)	25,025
Fixed Assets	271,461	(71,996)		199,465
Income and Expenditure Account	61,116	(25,144)	(10,699)	25,273
Investment Revaluation	15,864	(5,059)		10,805
	<u>773,258</u>	<u>(115,190)</u>	<u>-</u>	<u>658,068</u>

### RESTRICTED FUNDS

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