

**THE BRONTË SOCIETY**  
**ANNUAL REPORT AND ACCOUNTS**  
**FOR THE YEAR ENDED 31 DECEMBER 1999**



**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 2,800 guaranteeing a total of £2,800.

### **Officers**

Chairman: M E McCarthy  
Honorary Secretary: L C Glading  
Honorary 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.

# THE BRONTË SOCIETY

## TRUSTEES REPORT

The Trustees present their report and the financial accounts for the year ended 31 December 1999 which have been prepared in accordance with current statutory requirements and the charity's governing documents.

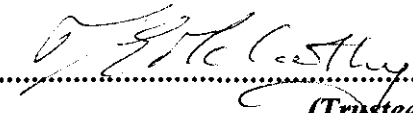
The objectives of the charity remain the promotion of interest in the life and works and preservation of artifacts of whatever nature of the Brontë family and the establishment and maintenance of a permanent museum for the benefit and enjoyment of the public.

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 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 balanced budget, making savings as well as generating new income.

We have also re-quantified the funds to show the projected purposes for which the Society holds its funds.

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

..... 21/3/2000 .....  
(Date)

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

We have audited the financial statements on pages 4 to 12 which have been prepared under the accounting policies set out on page 6.

**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.

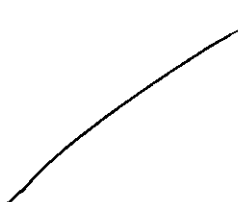
We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity 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 1999 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**



25 February 2000

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

# THE BRONTË SOCIETY

## STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 1999

	Notes	Unrestricted Funds	Restricted Funds	Total Funds 1999	1998
<b>INCOMING RESOURCES</b>		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Members Subscriptions		24,523		24,523	25,717
Museum Admission Fees		215,336		215,336	214,033
Income from Sales	2	65,509		65,509	73,583
Royalties and Commission		2,003		2,003	13,310
Dividend Income		2,089		2,089	2,091
Interest on Short Term Deposits		16,939	178	17,117	30,026
Bequests and Donations		11,749		11,749	1,664
Education, Sponsorship and Fees		3,971		3,971	1,267
Acquisition Grants		33,500		33,500	-
Other		449		449	130
		<hr/>			
		376,068	178	376,246	361,821
		<hr/>			
<b>RESOURCES EXPENDED</b>					
Direct Charitable Expenditure	3	418,170	142	418,312	372,079*
Fund Raising and Publicity	3	10,562		10,562	11,794*
Management and Administration	3	24,448		24,448	25,256*
		<hr/>			
		453,180	142	453,322	409,129
		<hr/>			
Net Incoming (Outgoing) Resources		(77,112)	36	(77,076)	(47,308)
Other Recognised Gains/Losses:					
Unrealised Gains on Investments		8,123		8,123	4,058
		<hr/>			
Net Movement in Funds		(68,989)	36	(68,953)	(43,250)
Total Funds Brought Forward		817,257	2,968	820,225	863,475
		<hr/>			
Total Funds Carried Forward		748,268	3,004	751,272	820,225
		<hr/>			

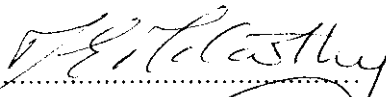
\* Restated on allocation basis adopted 1999.

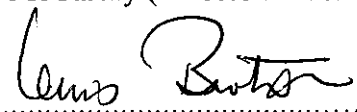
# THE BRONTË SOCIETY

## BALANCE SHEET AS AT 31 DECEMBER 1999

	Notes	1999 £	£	1998 £	£
<b>FIXED ASSETS</b>					
Tangible Assets	7	219,649		200,615	
Investments	8	71,525		63,402	
			291,174		264,017
<b>CURRENT ASSETS</b>					
Stocks		95,000		103,500	
Debtors	9	12,898		18,420	
Short Term Deposits		387,309		463,825	
Cash at Bank and in Hand		17,421		10,210	
			512,628		595,955
<b>CREDITORS</b>					
Amounts falling due within one year	10	52,530		39,747	
<b>NET CURRENT ASSETS</b>			460,098		556,208
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			<u>751,272</u>		<u>820,225</u>
<b>FUNDS</b>					
Unrestricted Funds	11	748,268		817,257	
Restricted Funds	11	3,004		2,968	
			<u>751,272</u>		<u>820,225</u>

Approved by the directors and trustees on 19 February 2000 and signed on their behalf by:-

  
 M E McCarthy (Director/Trustee)

  
 L Burton (Director/Trustee)

The notes on pages 6 to 12 form an integral part of these accounts

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 1999

### 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 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 1999 (CONTINUED)

	1999 £	1998 £
<b>2. NET INCOME OF TRADING ACTIVITIES</b>		
Turnover	178,567	190,856
Cost of Sales	113,058	117,273
	<hr/>	<hr/>
<b>Gross Profit</b>	<b>65,509</b>	<b>73,583</b>
	<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.

	1999 £	1998 £
<b>3. SALARIES, WAGES AND PENSION CONTRIBUTIONS</b>		
The charge to the Statement of Financial Activities is as follows:-		
Salaries and Wages	223,201	220,367
Social Security Costs	13,569	15,352
	<hr/>	<hr/>
	236,770	235,719
Pension Costs	4,457	2,861
	<hr/>	<hr/>
	<b>241,227</b>	<b>238,580</b>
	<hr/>	<hr/>

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

The average number of persons employed was:-

	Number	Number
Full Time	7	8
Part Time (full time equivalents)	11	11

## 4. 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 1999 was £1,282 (1998 £1,368).



# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 1999 (CONTINUED)

### 5. RESOURCES EXPENDED

	Direct Charitable £	Fund Raising £	Man & Admin £	Total £	1998 £
Salaries, Wages, Pension	225,180		16,047	241,227	238,580
Recruitment	1,011			1,011	1,906
Travel and Training	6,256		695	6,951	4,232
Transactions Costs	10,750			10,750	11,633
Printing Gazette	1,788			1,788	2,537
Printing, Postages, Telephone etc	25,986		2,887	28,873	36,428
Building Maintenance/Fees	14,209			14,209	6,754
Office Maintenance	3,341		371	3,712	3,866
Cleaning	4,276			4,276	4,737
Garden/Flowers	925			925	1,015
Heat and Light	4,637			4,637	4,957
Insurance	8,981		998	9,979	11,052
Rates	1,311			1,311	1,290
Security and Fire Safety	6,032			6,032	8,583
Curatorial	2,695			2,695	4,140
Conservation	4,273			4,273	1,796
Exhibition and Display	3,314			3,314	3,666
Education	6,686			6,686	3,907
Scholarship Award	1,414			1,414	1,000
Advertising and Public Relations		10,562		10,562	11,794
Publication and Leaflets	6,316			6,316	4,457
Legal and Professional	823			823	4,613
Audit and Accountancy	2,625		875	3,500	3,025
Bank Charges			43	43	33
Council Committee Exp. etc	7,946			7,946	6,376
AGM Week	162			162	3,214
Events	322			322	1,172
Acquisitions (note 6)	56,337			56,337	12,913
Depreciation	10,716		2,532	13,248	9,453
	<u>418,312</u>	<u>10,562</u>	<u>24,448</u>	<u>453,322</u>	<u>409,129</u>

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 1999 (CONTINUED)

### 6. ACQUISITIONS

	Gross Cost £	Grants Received £	Donations Received £	Net Cost £
Replica mahogany table	3,275			3,275
Charlotte Brontë letter to Laetitia Wheelwright	50,200	32,500	9,314	8,386
Dulac Watercolor illustration "The Professor"	2,077	1,000		1,077
Photography Jonas Bradley Silent Film Album	785			785
	<hr/> 56,337	<hr/> 33,500	<hr/> 9,314	<hr/> 13,523

#### Analysis of Grants Received:-

	£
Lottery Fund	25,000
MGC	7,000
MGC	1,000
National Art Collection Fund	500
	<hr/>
	33,500

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 1999 (CONTINUED)

### 7. TANGIBLE FIXED ASSETS

	Land and Buildings £	Fixtures Fittings & Equipment £	Computer Equipment £	Total £
<b>Cost or Valuation</b>				
At 1 January 1999	173,726	52,225	18,464	244,415
Additions	-	21,222	11,060	32,282
At 31 December 1999	173,726	73,447	29,524	276,697
<b>Depreciation</b>				
At 1 January 1999	15,582	21,414	6,804	43,800
Charge for Year	3,120	5,880	4,248	13,248
At 31 December 1999	18,702	27,294	11,052	57,048
Written Down Amount as at 31 December 1999	155,024	46,153	18,472	219,649
Written Down Amount as at 31 December 1998	158,144	30,811	11,660	200,615

At 31 December 1999 commitments for capital expenditure were as follows:-

	1999 £	1998 £
Contracted but not Provided for in the Accounts	62,000	15,500

### 8. FIXED ASSET INVESTMENTS

	1999 £	1998 £
Listed Investments - at Market Value	71,525	63,402
Historic Cost	47,882	47,882

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 1999 (CONTINUED)

### 8. FIXED ASSET INVESTMENTS (continued)

	<b>Listed Investments £</b>
<b>Market Value</b>	
At 1 January 1999	63,402
Unrealised Gain During Year	8,123
	<hr/>
At 31 December 1999	71,525
	<hr/> <hr/>
Total Unrealised Gains	23,643
	<hr/> <hr/>

	<b>1999 £</b>	<b>1998 £</b>
<b>9. DEBTORS</b>		
Debtors	7,696	14,020
Prepayments	5,202	4,400
	<hr/>	<hr/>
	12,898	18,420
	<hr/> <hr/>	<hr/> <hr/>

	<b>1999 £</b>	<b>1998 £</b>
<b>10. CREDITORS:</b>		
Amounts Falling Due Within One Year:-		
Creditors for Trading Activities	27,261	20,064
Accrued Expenses	5,250	6,588
Other Creditors (Including Tax and Social Security of £3,585 (£4,116))	12,619	6,495
Deferred Income	7,400	6,600
	<hr/>	<hr/>
	52,530	39,747
	<hr/> <hr/>	<hr/> <hr/>

# THE BRONTË SOCIETY

## NOTES TO THE ACCOUNTS 31 DECEMBER 1999 (CONTINUED)

	Balance 1 January 1999 £	1999 Activity £	Net Transfers £	Balance 31 December 1999 £
<b>11. UNRESTRICTED FUNDS</b>				
<b>Designated Funds</b>				
Parsonage Restoration	50,000			50,000
Acquisitions	80,000	(13,523)	(16,477)	50,000
Building Development	100,000		(25,000)	75,000
Museum Endowment	100,000			100,000
Education Endowment	72,000			72,000
Access	40,000		(20,000)	20,000
Publications	20,000		(20,000)	-
Capital Items Renewal	30,000			30,000
Heritage and Conservation	1,000		(500)	500
Life Membership	28,903	1,480	(2,474)	27,909
Investments Revaluation	15,520	8,123		23,643
Fixed Assets	190,732		28,917	219,649
Income and Expenditure Account	89,102	(65,069)	55,534	79,567
	<u>817,257</u>	<u>(68,989)</u>	<u>-</u>	<u>748,268</u>

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

### RESTRICTED FUNDS

<b>Sir Tresham Lever Fund</b>	<b>£</b>
Balance Brought Forward	2,968
Income for Year - Interest	178
	<u>3,146</u>
Payments for Year	142
	<u>3,004</u>
Balance Carried Forward	<u>3,004</u>