

**COMPANIES HOUSE**

**The Cutlers' Hall Preservation Trust Limited (a company  
limited by guarantee)**

**Financial statements**

**For the year ended 30 September 2017**

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COMPANIES HOUSE

**Company no: 01655467**  
**Charity no: 513038**

## Company information

**Company registration number:** 01655467

**Charity registration number:** 513038

**Registered office:** The Cutlers' Hall  
7-15 Church Street  
SHEFFIELD  
S1 1HG

**Bankers:** Royal Bank of Scotland  
5 Church Street  
SHEFFIELD  
S1 2GF

NatWest  
42 High Street  
SHEFFIELD  
S1 2GE

**Solicitors:** HLW Keeble Hawson  
St James' Row  
SHEFFIELD  
S1 1XA

**Independent Auditor:** Grant Thornton UK LLP  
Statutory Auditor  
Chartered Accountants  
2 Broadfield Court  
SHEFFIELD  
S8 0XF

**Investment advisors:** Investec Wealth & Investment Limited  
Beech House  
61 Napier Street  
SHEFFIELD  
S11 8HA

**Council of management:** C J Jewitt  
C McKay (Resigned 4 September 2017)  
J E McGee  
J R Edwards  
J H Newman  
K Cooke  
N P Cragg  
N D O Williams (Appointed 4 September 2017)

**Company secretary:** G A Kilburn

**Key management:** G A Kilburn  
C Leach

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## Report of the Council of Management

The Council of Management (who are Trustees of the Charity) present their report together with financial statements for the year ended 30 September 2017.

### History and objectives

The Cutlers' Hall Preservation Trust Limited, which was incorporated on 30 July 1982, is a company limited by guarantee and is a registered charity.

The objects of the Trust are to preserve and maintain, for the benefit of the townspeople of Sheffield in the County of York and for the nation at large, the historical, architectural and constructional heritage of the Cutlers' Hall. This primary objective, together with a further supporting 19 objectives, is set out in the Memorandum and Articles of Association, which is the Trust's governing document.

### Structure, governance and management

#### Governing document

The Cutlers' Hall Preservation Trust Limited was incorporated on 30 July 1982, is a company limited by guarantee and is a registered charity. It was established under a Memorandum of Association, which established the objects and powers of the charitable company ("the Charity") and is governed under its Articles of Association. In the event of the Charity being wound up all of the 33 Members are required to contribute an amount not exceeding £100.

#### Recruitment and Appointment of the Council of Management

The management of the Charity is vested in the Council of Management who, for Companies Act purposes, are equivalent to directors and are also Charity Trustees for the purposes of Charity law. The Council of Management is drawn from the 33 members of the Charity. Under the requirements of the Memorandum and Articles of Association, at the AGM one third of the Members of Council shall retire from office. A retiring member of Council is eligible for re-election.

#### Council of Management induction and training

All the Council of Management are very familiar with the practical work of the Charity as they have been Members of the Charity for several years beforehand and have attended a number of AGMs before being elected to the Council of Management. Some are also Trustees of other charities. In addition all the Council of Management have been given copies of the Charity Commission publication 'The Essential Trustee: What you need to know'.

### Achievements and performance

During the year income totalled £118,164 (2016: £119,114) and expenditure of £188,113 (2016: £182,339) was directed towards the principal objective of preserving, insuring and maintaining the Cutlers' Hall.

The Cutlers' Hall and its artefacts have been protected and maintained throughout the year. There has been an increase in the interest in the Hall. This along with the Open Day held to coincide with the National Heritage Day in September have increased the number of people visiting the Hall.

Access: Organised tours of the Hall have been available for some time. Advertising, the Open Day and additional interest have resulted in an increased number of visitors. As in previous years, there has been an increase in the number of informal tours this year.

Security: The Hall is permanently manned whilst it is open and an alarm system provides security when the Hall is closed. Fully maintained fire alarms and security systems as well as the appropriate procedures are in place. In addition the Hall and its artefacts are fully insured. The Beadle's flat continues to be occupied by the Deputy Beadle which has meant that he is 'on hand' during the silent hours improving the security of the building.

Maintenance: Essential repairs to the Hall have been carried out as required with priority given to safety issues followed by the maintenance of the integrity of the building and then to renovations and refurbishments. This year, there has been some refurbishment of the collections in the Hall. The cost of renovations and refurbishment was £70,888 (2016: £70,000).

## Report of the Council of Management

Education: The Company of Cutlers "Better Learners – Better Workers" Programme has continued this year in order to give young people the opportunity to focus their learning to prepare them for life after school and a work environment. There are now 28 schools engaged in this across the City Region. In addition the Charity has supported students and apprentices through the Joint Awards scheme which allows engineers and design students to visit facilities and factories abroad. These awards are targeted at those who would not otherwise be able to benefit from this experience.

Other Charities: The Charity has made donations to other Charities, in particular the Lord Mayor of London's appeal.

### Future plans

The Charity will continue to encourage a larger number of visitors and greater publicity for the Hall. After the success of linking the Open Day to the National Heritage Day in recent years, it is planned to do the same thing next year and for the foreseeable future in order to increase visitors. The Charity will also fund appropriate security and insurance and it anticipates receiving applications for grants totalling £45,000 for the ensuing year for the general maintenance and preservation of the Cutlers' Hall. In addition it anticipates that the Old Banqueting Hall will be refurbished in 2017-18 at a cost of approximately £100,000.

It is planned to run an educational award scheme again this year and to continue to support the Company of Cutlers "Better Learners Better Workers" programme. It is anticipated that there will be increased expenditure on this scheme in 2018-19 but this will be offset by a grant from the Company of Cutlers.

### Financial Review

The results of the year are set out in the Statement of financial activities on page 8. The grant made to The Company of Cutlers in Hallamshire in the County of York to help maintain the Cutlers' Hall under the terms of the objects was £70,888 (2016: £70,000). Gross income decreased by 0.8%, expenditure on charitable activities increased by 3.2% largely due to the increased expenditure on education through the designated fund. Other costs remained stable.

### Investment policy

The Council of Management investment powers are set out in the Memorandum and Articles of Association, as supplemented by the Trustees Act 2000. The Council of Management have considered their duties under the Act and have decided that the funds of the Charity should remain invested through Investec Wealth & Investment Limited with the aims being that:

- all Charity's investments are properly diversified;
- the level of risk is no higher than medium; and
- the overall return exceeds specific benchmarks agreed with the Fund Manager.

The Council of Management have instructed the investment manager to manage the portfolio on a fully discretionary basis and have entered into a formal agreement with Investec Wealth & Investment Limited for this purpose. The Council of Management review this strategy annually or as circumstances dictate.

### Risk management

The Council of Management have examined the major strategic and operational risks to which the Charity is exposed. A risk register has been established and is updated at least annually. Where appropriate, systems or procedures have been established to mitigate the external risks the Charity faces. Internal control risks are minimised by the implementation of various procedures for authorisation of transactions and the safeguarding of assets. Overall they are satisfied there are adequate systems to mitigate those risks.

## Report of the Council of Management

The Charity uses financial instruments, comprising investments, cash and debtors. The main purpose of these financial instruments is to finance the working capital cycle of the Charity and finance longer term capital needs. The Charity reviews risks at least annually and the main financial risks with mitigating actions are as follows:

Risk	Mitigating Action
Investment loss	Discretionary Management of the investment portfolios is vested in Investec under the terms of agreed Investment Management Statements drawn up and issued by the Trustees.
Misappropriation of investments	Investec indemnify the Trustees and Trust in the event of portfolio misappropriation within Investec.
Misappropriation of cash and cheques	Petty cash is kept secure in locked cash boxes in a locked safe. Cash box keys are held separately. Insurance cover is in place for £250 of cash during business hours when not in a safe, for £1,000 overnight when locked in a safe. Cheques can only be signed by the Master, Chairman Preservation Trust or the Clerk. Cheques for more than £1,000 must bear 2 signatures.
Loss of credibility	Reports, meetings and audit procedures ensure that the Trustees are able to monitor and maintain the objectives of the charities.
Cyber/Ransomware attack. Computer Failure	Systems are backed up daily and tapes stored in a fire proof safe overnight. Vulnerabilities exist but are mitigated by protective software.
Non Compliance with Data Regulation	Data is protected in line with current regulations. Procedures are adapted to deal with new regulations.

### Reserves policy

The principal purpose of the Preservation Trust is the care and maintenance of the Hall. Though any major repair may well be the subject of a fundraising campaign, an urgent problem could require funds more quickly than they can be raised. This is set at £221,000. In addition, the Trust should be able to operate for 12 months if deprived of all its income - this would cost £169,000. It is therefore proposed that the minimum reserves for the Preservation Trust remain £390,000. At least this amount will be kept in cash or assets which can be easily liquidated.

### Statement of the Council of Management responsibilities

The Council of Management (who are also directors of The Cutlers' Hall Preservation Trust Limited for the purposes of company law) are responsible for preparing the Report of the Council of Management and the financial statements in accordance with applicable law and regulations.

Company law requires the Council of Management to prepare financial statements for each financial year. Under that law, the Council of Management have elected to prepare financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland. Under company law the Council of Management must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period.

In preparing these financial statements, the Council of Management are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business.

## Report of the Council of Management

The Council of Management are responsible for keeping adequate accounting records that are sufficient to show and explain the Charity's transactions and disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 2006. 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 Council of Management confirms that:

- so far as each member is aware, there is no relevant audit information of which the Charity's auditors are unaware; and
- the Council of Management have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the Charity's auditor is aware of that information.

The Council of Management are responsible for the maintenance and integrity of the corporate and financial information included on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The Council of Management confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the Charity's aims and objectives and in planning future activities and setting the grant making policy for the year.

### Auditors

The Charity's articles require annual reappointment of the auditors. Grant Thornton UK LLP has expressed willingness to continue in office. In accordance with s485(4) of the Companies Act 2006 a resolution to reappoint Grant Thornton UK LLP as auditors will be proposed at the Annual General Meeting.

### Small company exemptions

In preparing this report, the Council of Management has taken advantage of the small companies' exemption in Part 15 of the Companies Act 2006.

BY ORDER OF THE COUNCIL OF MANAGEMENT



G A Kilburn  
Secretary  
Dated: 8 March 2018



# Independent auditor's report to the members of The Cutlers' Hall Preservation Trust Limited (a company limited by guarantee)

## Opinion

We have audited the financial statements of The Cutlers' Hall Preservation Trust Limited (the 'Charity') for the year ended 30 September 2017 which comprise the Statement of Financial Activities (incorporating the Income and Expenditure Account), the Balance Sheet, the Cash Flow statement and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards including Financial Reporting Standard 102; The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the Charity's affairs as at 30 September 2017 and of its incoming resources and application of resources including, its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

## Basis for opinion

We have been appointed as auditor under the Companies Act 2006 and report in accordance with regulations made under that Act. We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

## Who we are reporting to

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Charity and the Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

## Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.





# Independent auditor's report to the members of The Cutlers' Hall Preservation Trust Limited (a company limited by guarantee)

## Other information

The Council of Management are responsible for the other information. The other information comprises the information included in the Report of the Council of Management, set out on pages 1 to 4 other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

## Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Report of the Council of Management for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Report of the Council of Management has been prepared in accordance with applicable legal requirements.

## Matter on which we are required to report under the Companies Act 2006

In the light of the knowledge and understanding of the Charity and its environment obtained in the course of the audit, we have not identified material misstatements in the Report of the Council of Management.

## Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Council of Management remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Council of Management were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report.

## Responsibilities of Council of Management for the financial statements

As explained more fully in the Statement of Council of Management responsibilities set out on pages 3 and 4, the Council of Management (who are also the directors of the Charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Council of Management determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Council of Management are responsible for assessing the Charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Council of Management either intend to liquidate the Charity or to cease operations, or have no realistic alternative but to do so.



# Independent auditor's report to the members of The Cutlers' Hall Preservation Trust Limited (a company limited by guarantee)

## **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

A handwritten signature in black ink, appearing to read "Mike Redfern".

Michael Redfern FCA  
Senior Statutory Auditor  
for and on behalf of Grant Thornton UK LLP  
Statutory Auditor, Chartered Accountants  
SHEFFIELD  
Dated: 12 March 2018

## Statement of Financial Activities (incorporating the Income and Expenditure Account)

	Note	2017 £	2016 £
<b>Income and endowments from:</b>			
Donations		94,287	92,682
Charitable activities – tours and lecture income		2,433	2,372
Investments		21,444	24,060
<b>Total income</b>		<b>118,164</b>	<b>119,114</b>
<b>Expenditure on:</b>			
Charitable activities	5	188,113	182,339
<b>Total expenditure</b>		<b>188,113</b>	<b>182,339</b>
<b>Net expenditure before gains on investments</b>		<b>(69,949)</b>	<b>(63,225)</b>
<b>Net gains on investment assets</b>	6	<b>68,934</b>	<b>102,140</b>
<b>Net expenditure and net movement in funds</b>	15	<b>(1,015)</b>	<b>38,915</b>
Fund balances brought forward at 1 October 2016	15	864,681	825,766
<b>Fund balances carried forward at 30 September 2017</b>	15	<b>863,666</b>	<b>864,681</b>

All operations of the Charity are considered to be continuing.

All incoming and outgoing resources above relate to the Charity and are unrestricted.

**The accompanying accounting policies and notes form an integral part of these financial statements.**

## Balance Sheet

	Note	2017 £	2016 £
<b>Fixed assets</b>			
Investments	10	<u>684,912</u>	<u>741,075</u>
<b>Current assets</b>			
Debtors	11	17,888	16,925
Cash at bank and in hand		<u>166,980</u>	<u>118,787</u>
		<u>184,868</u>	<u>135,712</u>
<b>Creditors: amounts falling due within one year</b>	12	<u>(6,114)</u>	<u>(12,106)</u>
<b>Net current assets</b>		<u>178,754</u>	<u>123,606</u>
		<u>863,666</u>	<u>864,681</u>
<b>Capital funds</b>			
Endowments	14,15	140,170	140,170
<b>Income funds</b>			
Unrestricted funds	14,15	<u>723,496</u>	<u>724,511</u>
	14,15	<u>863,666</u>	<u>864,681</u>

The financial statements were approved and authorised for issue by the Council of Management on 8 March 2018.



C J Jewitt  
Chairman of the Council of Management



J R Edwards  
Master Cutler 2016/17

### Members of the Council of Management

Company no: 01655467  
Charity no: 513038

**The accompanying accounting policies and notes form an integral part of these financial statements.**

## Cash Flow Statement

	Note	2017 £	Restated 2016 £
<b>Cash flows from operating activities</b>			
Net cash used by operating activities	16	<u>(98,348)</u>	<u>(90,327)</u>
<b>Cash flows from investing activities</b>			
Investment income		21,444	24,060
Purchases of investments		(47,790)	(79,886)
Proceeds on sale of investments		<u>172,887</u>	<u>206,147</u>
<b>Net cash provided by investing activities</b>		<u>146,541</u>	<u>150,321</u>
<b>Change in cash and cash equivalents in the year</b>		<b>48,193</b>	<b>59,994</b>
<b>Cash and cash equivalents brought forward</b>		<u>118,787</u>	<u>58,793</u>
<b>Cash and cash equivalents carried forward</b>		<u>166,980</u>	<u>118,787</u>

The accompanying accounting policies and notes form an integral part of these financial statements.

## Notes to the financial statements

### 1 Charitable Company information

The Cutlers Hall Preservation Trust Limited is a company limited by guarantee (Company number 01655467) and is registered with the Charity Commission (number 513038). The registered address is The Cutlers Hall, 7-15 Church Street, Sheffield, S1 1HG.

### 2 Basis of preparation followed by policies

The financial statements have been prepared in accordance with the applicable United Kingdom accounting standards including Accounting and Reporting by Charities: Statement of Recommended Practice applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)-(Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

The financial statements have been prepared under the historical cost convention, except for the modification to a fair value basis for certain financial statements as specified in the accounting policy below.

The financial statements are presented in Sterling (£).

#### Going concern

The financial statements have been prepared on the going concern basis. The Council of Management have assessed the going concern position and have no reason to believe that there is a material uncertainty that would affect the ability of the organisation to continue as a going concern for the foreseeable future. The Council of Management consider the foreseeable future to be at least 12 months from the date that the financial statements are signed.

#### Income

##### Donations and gifts

All monetary donations and gifts are included in full in the statement of financial activities when receivable, provided that there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred until the pre-condition has been met.

Donations under Gift Aid together with the associated income tax recoveries are credited as income when the donations are received.

##### Investment income

Investment income, including associated income tax recoveries, is recognised when receivable.

#### Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure, which is charged on an accruals basis, is allocated to expenditure incurred directly to the fulfilment of the Charity's objectives (charitable activities).

All costs are allocated directly to the applicable expenditure heading.

## Notes to the financial statements

### **Grants payable**

All grants payable are included in the Statement of financial activities in the year in which they are paid.

### **Retirement Benefits**

#### **Defined Contribution Pension Scheme**

The pension costs charged against operating profits are contributions payable to the scheme in respect of the accounting period.

### **Fixed asset investments**

Investments are stated at fair value at the balance sheet date. Movements in fair value are recognised in the Income Statement.

### **Creditors**

Short term creditors are measured at the transaction price.

### **Debtors**

Short term debtors are measured at transaction price, less any impairment.

### **Cash and cash equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and are readily convertible to known amounts of cash with insignificant risk of change in value.

## **3 Significant judgements and estimates**

There were no significant judgements or estimation uncertainties in the preparation of these financial statements.

## **4 Fund accounting**

Restricted funds are to be used for specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund, together with a fair allocation of overheads and support costs.

Endowment funds represent those funds which must be held permanently in trust by the Charity for the benefit of the Charity.

Unrestricted funds are donations and other incoming resources received or generated for expenditure on the general objectives of the Charity.

Designated funds are unrestricted funds which have been designated for a specific purpose by the Council of Management.

## Notes to the financial statements

### 5 Expenditure

	2017 £	2016 £
<b>Charitable activities in relation to the preservation of the Cutlers' Hall</b>		
<b>Direct costs</b>		
Grant to Company of Cutlers for Hall repairs	70,888	70,000
Salaries	45,210	49,926
Employers' NI	1,192	1,890
Pension	1,902	1,630
Company of Cutlers management charges	12,000	12,000
Sundry expenses	688	638
Investment manager fees	4,466	4,270
Insurance	25,476	24,161
Education	18,766	5,968
Marketing	4,327	8,234
Artefacts	476	612
Governance – Audit fees	2,722	3,010
<b>Total</b>	<b>188,113</b>	<b>182,339</b>

### 6 Net gains on investments

	2017 £	2016 £
Realised gains	16,311	18,361
Unrealised gains	52,623	83,779
	<b>68,934</b>	<b>102,140</b>

### 7 Auditor's Remuneration

	2017 £	2016 £
Audit fees	2,722	3,010

### 8 Employees

The average number of employees during the year was 9 (2016: 10).

The key management personnel consist of the Clerk to The Company of Cutlers in Hallamshire in the County of York and the Company Accountant. The cost of the Clerk is charged via an annual management charge and The Cutlers' Hall Preservation Trust takes 50% of the Company Accountant costs. The total cost in 2017 is £24,094 (2016: £23,160). No remuneration has been paid to any member of the Council of Management (2016: £nil) and no (2016: £nil) expenses have been reimbursed for attendance at meetings or in connection with the running of the Charity's affairs.

No employee has earned £60,000 per annum or more in the current or preceding accounting period.



## Notes to the financial statements

### 9 Tangible fixed assets

No value is shown in the balance sheet for land owned by the Charity, as the trustees believe that its market value is negligible.

### 10 Fixed asset investments

	Listed Investments £
<b>Market value</b>	
At 1 October 2016	741,075
Additions	47,790
Disposals	(156,576)
Unrealised gain	52,623
At 30 September 2017	<u>684,912</u>

Investments listed above fall into the following categories:

	2017 £
UK fixed interest bonds	102,205
Overseas fixed interest bonds	29,556
UK equities	229,368
European equities	57,403
Northern American equities	77,165
Japanese equities	29,605
Far East & Australasian equities	17,779
International equities	29,734
Emerging Economies	17,710
UK property	38,310
Alternative assets	56,077
	<u>684,912</u>

The valuation is based on mid-market prices from the appropriate Stock Exchange, market makers or from the relevant fund manager. Where the fund managers publish a single price, the valuation has been prepared on the basis of a single published price. The prices of financial instruments subject to low liquidity, due to their special characteristics are evaluated on a best endeavours basis.

	£
Historical cost of investments at 30 September 2017	<u>524,135</u>

The differences between the market value and the historical cost of investments is included in unrestricted funds.

Individual investments which comprise over 5% of the value of the portfolio are:

	% of value of portfolio	
	2017	2016
UK (Govt of) 1.875% 2022	5.5	5.1
UK (Govt of) 2.5% STK 2020	<u>5.7</u>	<u>5.4</u>

## Notes to the financial statements

### 11 Debtors

	2017 £	2016 £
Trade debtors	790	400
Other debtors and prepayments	17,098	16,525
	<u>17,888</u>	<u>16,925</u>

### 12 Creditors: amounts falling due within one year

	2017 £	2016 £
Social security and other taxes	663	809
Deferred income	-	3,500
Accruals	4,760	4,947
Amount owed to The Company of Cutlers in Hallamshire in the County of York	691	2,850
	<u>6,114</u>	<u>12,106</u>

### 13 Capital Commitments

There were no capital commitments at 30 September 2017 or at 30 September 2016.

### 14 Analysis of net assets between funds

	Endowment fund £	Unrestricted fund £	Designated fund £	Total funds £
Investments	140,170	544,742	-	684,912
Net current assets	-	158,488	20,266	178,754
	<u>140,170</u>	<u>703,230</u>	<u>20,266</u>	<u>863,666</u>

### 15 Funds

	Endowment fund £	Unrestricted fund £	Designated Fund * £	Total funds £
At 1 October 2016	140,170	702,479	22,032	864,681
Income	-	104,664	13,500	118,164
Expenditure	-	(169,347)	(18,766)	(188,113)
Realised gains on investments	-	16,311	-	16,311
Unrealised gains on investments	-	52,623	-	52,623
Transfer	-	(3,500)	3,500	-
At 30 September 2017	<u>140,170</u>	<u>703,230</u>	<u>20,266</u>	<u>863,666</u>

\* In the prior year a designated fund was established to designate expenditure towards an educational award scheme and to fund the "Better Learners, Better Workers" programme.

## Notes to the financial statements

### 16 Reconciliation of changes in resources to net cash flow from operating activities

	2017	Restated 2016
	£	£
Net movement in funds	(1,015)	38,915
Investment income	(21,444)	(24,060)
Increase in debtors	(963)	(630)
Decrease in creditors	(5,992)	(2,412)
Investment gains	(68,934)	(102,140)
	<u>(98,348)</u>	<u>(90,327)</u>

The prior year comparative has been restated to correct the figure for investment income to £24,060 (previously stated as £30,628).

### 17 Members' liability

The liability of members of the Charity is limited. Every member of the Charity undertakes to contribute to the assets of the Charity in the event of the same being wound up under terms specified in the Charity's Memorandum of Association. Such amounts may not exceed £100.

### 18 Retirement benefit

#### Defined Contribution Pension Scheme

The Charity operates a defined contribution pension scheme for the benefit of the employees. The assets of the scheme are administered by trustees in a fund independent from those of the Charity.

### 19 Financial assets and liabilities

	2017	2016
	£	£
<b>Financial assets carried at amortised cost:</b>		
Trade debtors	<u>790</u>	<u>400</u>
<b>Financial assets carried at fair value:</b>		
Investments	<u>684,912</u>	<u>741,075</u>
<b>Financial liabilities carried at amortised cost</b>		
Amounts owed to related parties	<u>691</u>	<u>2,850</u>
Accruals	<u>4,760</u>	<u>4,947</u>
	<u>5,451</u>	<u>7,797</u>

## Notes to the financial statements

### 20 Comparative SOFA

	2016
Income	£
Donations	92,682
Charitable activities	2,372
Investments	24,060
<b>Total income</b>	<b><u>119,114</u></b>
<b>Expenditure</b>	
Charitable activities	<u>(182,339)</u>
<b>Total expenditure</b>	<b><u>(182,339)</u></b>
<b>Net (expenditure) before gains on investments</b>	<b>(63,225)</b>
<b>Net gains on investment assets</b>	<b><u>102,140</u></b>
<b>Net expenditure and net movement in funds</b>	<b>38,915</b>
Fund balances brought forward at 1 October 2015	<u>825,766</u>
<b>Fund balances carried forward at 30 September 2016</b>	<b><u>864,681</u></b>