

THE TABLEY HOUSE COLLECTION TRUST

A Company Limited by Guarantee Registered in England Number 2502359

Accounts for the period ended 31st October 2009

Registered Charity Number 1047299

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THE TABLEY HOUSE COLLECTION TRUST

Legal and Administrative Details **for the Year Ended 31st October 2009**

Name	The Tabley House Collection Trust
Status	Established as a company limited by guarantee (number 2502359) on 15th May 1990 and registered with the Charity Commission (Charity number 1047299) on 26th July 1995
Principal Address	Tabley House, Knutsford, Cheshire WA16 0HB
Registered Office	c/o Finance Office, The University of Manchester, Oxford Road, Manchester M13 9PL
Charity Objects	The charity is established to promote the appreciation of the arts among the general public by the display of the paintings, furniture and <i>objets d'art</i> on loan to the Trustees from the University of Manchester
Charity Trustees during the period	D R McLeod (retired 28 February 2009) E O J Beck Ms K Lynskey Professor Simon Gaskell (resigned 30 September 2009) N M Payne Ms M C Pye (Chairman) Ms S Webb (appointed 19 May 2009) Lord K Bradley (appointed 1 February 2010) Lord Hawke (deceased 2 December 2009)
Company secretary	Mrs LVA Bissell
Organisational Structure	The Tabley House Collection Trust is an independent charity. The trustees are responsible for the overall management and control of the Charity. Day to day administration is delegated to the administrator and an assistant.

THE TABLEY HOUSE COLLECTION TRUST

Directors' Report for the Year Ended 31st October 2009

The Directors present below their report and financial statements for the year ended 31st October 2009

Activities and Review

The Tabley House Collection Trust is a company limited by guarantee which became a registered charity on 26th July 1995. The Trust exists to promote the appreciation of the arts among the general public by the display, in the principal rooms at Tabley House, of the Tabley House Collection of paintings, furniture, *objets d'art* etc on loan to it from the University of Manchester.

The Collection is open for the general public on four days each week annually from April until the end of October, and on Bank Holiday Mondays.

Volunteer room stewards provided information to visitors under the leadership of the Administration staff, who also organised numerous events held during the year in the rooms. The Directors wish to record their appreciation of the high standard of knowledge of the Collection among room stewards and of their willingness to attend at the rooms throughout the season, and the leadership displayed by the administration in the management of volunteers.

The Tea Room continues to run successfully under the franchise arrangement, having been run independently for the third year by a professional caterer. This has proved to be a highly successful arrangement, providing a wider range of refreshments and longer opening hours for visitors to the Collection, residents of Tabley House Nursing Home and their families.

The Portico Room and the Gallery remain popular venues for the performance of civil marriages. More information about weddings at Tabley has been put on the website and this has resulted in increased interest from potential clients for 2010 and lower administrative costs.

Conservation spend was less than the annual £10,000 budget as cash has been preserved in order to part fund the redecoration of the dining room which took place in early 2009.

Finance

Operating income for the year was down on the previous year due primarily to reduced wedding income and ad hoc other income. The Trustees view this as a temporary issue and are placing additional resource and focus on building these income streams back to at least previous levels.

The Trustees have continued to maintain a tight control on the cost base as far as possible, especially in order to mitigate the above inflation rise in utility costs and unforeseen staff and legal costs.

Overall, the requirement for an operating grant from the University of Manchester for this year was £64k, compared with £29k for the previous year. This increase was a direct result of one off staff and legal costs.

Directors and their interests

Those who served as Directors and Trustees during the year were as follows

D R McLeod	(retired 28 February 2009)
E O J Beck	
Ms K Lynskey	
Professor Simon Gaskell	(resigned 30 September 2009)
N M Payne	
Ms M C Pye (Chairman)	
Ms S Webb	(appointed 19 May 2009)
Lord K Bradley	(appointed 1 February 2010)
Lord Hawke	(deceased 2 December 2009)

No Director has any beneficial interest in the company. All Directors are members of the company and guarantee to contribute £1 in the event of a winding up. The number of guarantees at 31st October 2009 was 6 (2008 - 6)

The Trust had one (1) full-time employee plus one (1) part-time employee for the year in question

Director's Responsibilities

Company law requires the Directors, who are also the charity trustees, to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period. In preparing those financial statements, the Directors are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- prepare the financial statements on the going concern basis, unless it is inappropriate to assume that the company will continue on that basis

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

Auditors

For the period, the company was entitled to claim exemption from full audit under Section 477 and no notice from members requiring an audit has been deposited under Section of 476 of the Companies Act 2006 for the financial year. At the request of the Directors, an Independent Examination of the accounts was carried out and the Report is shown on Page 5

By Order of the Board

A handwritten signature in black ink, appearing to read 'L. A. Brown', is written over the printed name of the Company Secretary.

Company Secretary

The Tabley House Collection Trust

INDEPENDENT EXAMINERS REPORT TO THE TRUSTEES OF THE TABLEY HOUSE COLLECTION TRUST

I report on the Accounts of the Trust for the year ended 31st October 2009, which are set out on pages 6 to 8

Respective responsibilities of Trustees and Examiner

As the Charity's Trustees you are responsible for the preparation of the Accounts, you consider that the Audit requirement of Section 43(2) of the Charities Act 1993 (the Act) does not apply. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 43(7) (b) of the Act, whether particular matters have come to my attention.

Basis of Independent Examiner's Report.

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the Charity and a comparison of the Accounts presented with those records. It also includes consideration of any unusual items or disclosures in the Accounts, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently, I do not express an audit opinion on the view given by the Accounts.

Independent Examiner's Statement

In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that in any material respect the requirements
- to keep accounting records in accordance with section 41 of the Act, and
 - to prepare Accounts which accord with the accounting records and to comply with the accounting requirements of the Act,
- have been met, or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the Accounts to be reached

AJ BOND FCCA, ACIS
Rhos Neath
Hayfield Road
Birch Vale
High Peak
SK22 1DF



THE TABLEY HOUSE COLLECTION TRUST

Income and Expenditure account for the year ended 31 October 2009

2007 - 08			2008 - 09	
£	£		£	£
66		Donations	20	
4540		Entry Fees	4694	
716		Shop takings	949	
3057		Tea Room	4509	
586		Guide books and catalogues	444	
797		Party bookings	555	
6889		Weddings	7373	
1970		Other Income	5910	
	18621	Total Operating income		24454
	29033	Grant for the year ended 31 October 2009		64255
	47654	TOTAL INCOME		88709
2981		Advertising and Publicity (incl Leaflets)	2984	
735		Maintenance	1543	
5346		Utilities	5796	
716		Telephones	812	
38641		Staff Costs	51315	
0		Legal fees	16281	
0		Employer's liability insurance	0	
6000		Consultant Curator	7000	
2388		General Administrative expenses	635	
0		Fixtures and Fittings	0	
415		Sundry costs	2093	
240		Audit fees	250	
	57462	TOTAL EXPENDITURE		88709
	-9808	SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION		0
 <u>Conservation Expenditure</u>				
5326		Expenditure during the year	6805	
-5326		Grant due from the University of Manchester	-6805	
0			0	

There were no other recognized gains or losses for both the current and proceeding periods

The notes on page 7 form an integral part of these accounts

THE TABLEY HOUSE COLLECTION TRUST

Balance Sheet at 31 October 2009

2007 - 08				2008 - 09	
£	£			£	£
	0	Fixed Assets			0
		Current Assets			
600		Accrued Income		5764	
4000		Stock of Catalogues		4000	
12233		Cash at bank and in hand		11415	
	16833				21179
		Current Liabilities			
552		Creditors - Amounts falling due within one year		0	
8650		Accrued expenditure		17361	
1200		Wedding deposits received in advance		1800	
6431		Balance due to The University		2018	
	16833				21179
		Net Assets			
	0				0
		Capital and Reserves			
	0	Called up Share Capital			0
	0	Profit and Loss account			0
	0	Total Capital and Reserves			0

For the year ended 31 October 2009, the company was entitled to claim exemption from audit under section 477 of the Companies Act 2006

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006

The director's acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime

Approved by the Tabley House Collection Trust Board

Ms C M Pye
Director and Trustee



THE TABLEY HOUSE COLLECTION TRUST

Notes to the Accounts

1) Accounting Policy The Accounts were prepared in accordance with the applicable accounting standards and under the historic cost convention

2) The University of Manchester has agreed to make a grant to the Tabley House Collection Trust to offset any operating deficit During the year to 31 October 2009 the following grant was made

	2008 - 09	2007 - 08
	£	£
Total Administrative Expenses	88709	57462
Less Operating and Other income	-24454	-18621
Grant Required	64255	38841
Funds received from the University of Manchester		
including payment of salary costs etc	66647	45205
Add Sundry Income received in advance b/fwd	45148	38784
Less Income paid in advance	-47540	-45148
Grant for year ended 31 October	64255	38841

3) Conservation The University has agreed to make a grant to the Tabley House Collection Trust to cover the cost of conservation work, up to a maximum of £10,000 per financial year

	2008 - 09	2007 - 08
	£	£
Grant for current year	6805	5326
Grant brought forward	38717	33391
Total Conservation grants due from The University	45522	38717

4) Net balance due to / (from) the University

	2008 - 09	2007 - 08
	£	£
Income paid in advance by The University as Note 2) above	47540	45148
Less Conservation grants due from The University as 3) above	-45522	-38717
Net balance due to The University	2018	6431

5) Taxation The Company is a registered charity and as such no taxation is payable on the surplus of Income over Expenditure

6) Members Liability The guarantors of the Company are the Directors listed on page 1 whose individual liability is limited to £1 00

7) Cash Flow Statement A cash flow statement has not been prepared as the Company is entitled under sections 246 - 249 of the Companies Act 1985 to file abbreviated accounts with the Registrar of Companies and therefore meets the exemption as defined in FRS1