

THE TABLEY HOUSE COLLECTION TRUST

A Company Limited by Guarantee. Registered in England Number 2502359

Accounts for the year ended 31st October 2013

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Registered Charity Number 1047299

THE TABLEY HOUSE COLLECTION TRUST

Legal and Administrative Details **for the Year Ended 31st October 2013**

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	Ms K Lynskey Ms M C Pye (Chairman) Ms S Webb Lord K Bradley Ms C Cooper Ms K Harrison Mr C Tetlove
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 2013

The Directors present below their report and financial statements for the year ended 31st October 2013

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.

A new Tea Room operator was appointed in April 2013, they have been slow to establish themselves, but there are increasing opportunities to develop this side of the business especially in co-operating together over weddings.

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 2013 and lower administrative costs.

Finance

Operating income for the year was down on the previous year due primarily to reduced wedding income and tea room 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 new Administrative team continues to direct its energies towards marketing the wedding and other corporate hire.

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.

Directors and their interests

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

Ms K Lynskey
Ms M C Pye (Chairman)
Ms S Webb
Lord K Bradley
Ms C Cooper

In addition Ms K Harrison was appointed 20 August 2012 and Mr C Tetlove was appointed 20 December 2012

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 2013 was 7 (2010 - 6)

The Trust had two (2012 2) part-time employees

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

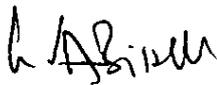
- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- prepare 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



Mrs LVA Bissell

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 2013, 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 not 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

Balance Sheet at 31 October 2013

2011-12			2012-13	
£	£		£	£
		Current Assets		
620		Accrued Income	0	
1,000		Stock of Catalogues	500	
0		Prepayment	960	
3,755		Balance due from the University	0	
<u>7,994</u>		Cash at bank and in hand	<u>17,506</u>	
	13,369			18,966
		Current Liabilities		
		Creditors - Amounts falling due within one year		
9,169		Accrued expenditure	9,201	
1,200		Wedding deposits received in advance	1,200	
3,000		Other creditors	0	
<u>0</u>		Balance due to The University	<u>8,565</u>	
	13,369			18,966
		Net Assets		
	<input type="text" value="0"/>			<input type="text" value="0"/>
		Capital and Reserves		
	0	Called up Share Capital		0
	0	Profit and Loss account		0
		Total Capital and Reserves		
	<input type="text" value="0"/>			<input type="text" value="0"/>

For the year ended 31 October 2013, 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

These financial statements of the Tabley House Collection Trust (company registered number 2502359) were approved by the Trust Board on 21 May 2014 and were signed on its behalf by



Ms M C Pye
Director and Trustee

THE TABLEY HOUSE COLLECTION TRUST

Income and Expenditure account for the year ended 31 October 2013

2011-12			2012-13
£	£		£
32		Donations	167
4,457		Entry Fees	3,506
64		Shop takings	135
3,251		Tea Room	0
544		Guide books and catalogues	1,476
1,901		Party bookings	3,200
4,300		Weddings	6,250
1,905		Other Income	2,452
	16,454	Total Operating income	17,186
	38,817	Grant for the year ended 31 October 2012	46,761
	55,271	TOTAL INCOME	63,947
3,565		Advertising and Publicity (incl Leaflets)	5,160
1,395		Maintenance	2,828
6,345		Utilities	7,099
-646		Rates	47
477		Telephones	858
31,276		Staff Costs	32,440
0		Legal fees	0
6,000		Consultant Curator	6,000
1,212		General Administrative expenses	1,675
471		Fixtures and Fittings	0
3,000		Purchase of tea shop business	5,759
1,926		Sundry costs	1,831
250		Audit fees	250
	55,271	TOTAL EXPENDITURE	63,947
	0	SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION	0
		<u>Conservation Expenditure</u>	
5,167		Expenditure during the year	1,185
-5,167		Grant due from the University of Manchester	-1,185
	0		0

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

The notes on page 8 form an integral part of these accounts

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 2013 the following grant was made

	2012-13	2011-12
	£	£
Total Administrative Expenses	63,947	55,271
Less Operating and Other income	-17,186	-16,454
Grant Required	46,761	38,817
Funds received from the University of Manchester		
including payment of salary costs etc	60,266	28,522
Add Sundry income received in advance b/fwd	56,601	66,896
Less Income paid in advance	-70,106	-56,601
Grant for year ended 31 October	46,761	38,817

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

	2012-13	2011-12
	£	£
Grant for current year	1,185	5,167
Grant brought forward	60,356	55,189
Total Conservation grants due from The University	61,541	60,356

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

	2012-13	2011-12
	£	£
Income paid in advance by The University as Note 2) above	70,106	56,601
Less Conservation grants due from The University as 3) above	-61,541	-60,356
Net balance due/(from) The University	8,565	-3,755

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