

# THE TABLEY HOUSE COLLECTION TRUST

A Company Limited by Guarantee. Registered in England Number 2502359

## Accounts for the year ended 31st October 2014



Registered Charity Number 1047299

## **THE TABLEY HOUSE COLLECTION TRUST**

### **Legal and Administrative Details** **for the Year Ended 31st October 2014**

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 *objets d'art* 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 2014**

The Directors present below their report and financial statements for the year ended 31st October 2014

#### **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 up on the previous year due primarily to the increase in wedding income. The new Administrative team continues to direct its energies towards marketing the wedding and other corporate hire, including film location work.

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  
Ms K Harrison  
Mr C Tetlow

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 2014 was 7 (2013 - 7).

The Trust had two (2013: 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

A handwritten signature in black ink, appearing to read 'LVA Bissell' with a checkmark-like flourish at the beginning.

**Mrs LVA Bissell**

Company Secretary

19<sup>th</sup> July 2015

## **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 31<sup>st</sup> October 2014, 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



19th July 2015

# THE TABLEY HOUSE COLLECTION TRUST

## Income and Expenditure account for the year ended 31 October 2014

2012-13			2013-14	
£	£		£	£
167		Donations	250	
3,506		Entry Fees	3,816	
135		Shop takings	1	
0		Tea Room	0	
1,476		Guide books and catalogues	497	
3,200		Party bookings	2,713	
6,250		Weddings	12,903	
2,452		Other Income	544	
	17,186	Total Operating income		20,724
	46,761	Grant for the year ended 31 October 2014		42,556
	<b>63,947</b>	<b>TOTAL INCOME</b>		<b>63,280</b>
5,160		Advertising and Publicity (incl Leaflets)	3,249	
2,828		Maintenance	1,852	
7,099		Utilities	6,516	
47		Rates	56	
858		Telephones	875	
32,440		Staff Costs	38,573	
0		Legal fees	0	
6,000		Consultant Curator	6,000	
1,675		General Administrative expenses	871	
0		Fixtures and Fittings	0	
5,759		Purchase of tea shop business	0	
1,831		Sundry costs	5,038	
250		Audit fees	250	
	<b>63,947</b>	<b>TOTAL EXPENDITURE</b>		<b>63,280</b>
	<b>0</b>	<b>SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION</b>		<b>0</b>
 <b><u>Conservation Expenditure</u></b>				
1,185		Expenditure during the year	4,608	
-1,185		Grant due from the University of Manchester	-4,608	
	<b>0</b>			<b>0</b>

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

## Balance Sheet at 31 October 2014

2012-13			2013-14	
£	£		£	£
		<b>Current Assets</b>		
0		Accrued Income	0	
500		Stock of Catalogues	500	
960		Prepayment	480	
0		Balance due from the University	0	
17,506		Cash at bank and in hand	20,144	
	18,966			21,124
		<b>Current Liabilities</b>		
		Creditors - Amounts falling due within one year:		
9,201		Accrued expenditure	12,063	
1,200		Wedding deposits received in advance	1,800	
0		Other creditors	0	
8,565		Balance due to The University	7,261	
	18,966			21,124
		<b>Net Assets</b>		
		<b>Capital and Reserves</b>		
	0	Called up Share Capital		0
	0	Profit and Loss account		0
		<b>Total Capital and Reserves</b>		

For the year ended 31 October 2014, 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 were approved by the Trust Board on 19 July 2015 and were signed on its behalf by:



**Ms M C 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 2014 the following grant was made:

	2013-14	2012-13
	£	£
Total Administrative Expenses	63,280	63,947
Less: Operating and Other income	-20,724	-17,186
<b>Grant Required</b>	<b>42,556</b>	<b>46,761</b>
Funds received from the University of Manchester including payment of salary costs etc.	45,860	60,266
Add: Sundry Income received in advance b/fwd	70,106	56,601
Less: Income paid in advance	-73,410	-70,106
<b>Grant for year ended 31 October</b>	<b>42,556</b>	<b>46,761</b>

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.

	2013-14	2012-13
	£	£
Grant for current year	4,608	1,185
Grant brought forward	61,541	60,356
<b>Total Conservation grants due from The University</b>	<b>66,149</b>	<b>61,541</b>

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

	2013-14	2012-13
	£	£
Income paid in advance by The University as Note 2) above	73,410	70,106
Less: Conservation grants due from The University as 3) above	-66,149	-61,541
<b>Net balance due/(from) The University</b>	<b>7,261</b>	<b>8,565</b>

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.