

THE TABLEY HOUSE COLLECTION TRUST

A Company Limited by Guarantee. Registered in England Number 2502359

Accounts for the year ended 31st October 2019

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Registered Charity Number 1047299

THE TABLEY HOUSE COLLECTION TRUST

Legal and Administrative Details **for the Year Ended 31st October 2018**

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
Ms C H Cooper
Ms K J Harrison (resigned 22nd January 2019)
Mr C B Tetlow
Dr J A Hopkins

Company secretary: Mrs L V A 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 2019

The Directors present below their report and financial statements for the year ended 31st October 2019.

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 operator Victoriana Ltd, on the back of their successful first three years, have been offered, and accepted, a further three year lease.

The Portico Room and the Gallery remain popular venues for the performance of civil marriages.

Finance

Operating income for the year was comparable with the previous, up in some categories and down in others. The 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, (overall increase of 6.5% on prior year) which is above the UK RPI inflation rate (2.1%) as at October 2019.

The Trustees will continue to monitor the cost base especially in the light of the restrictions that COVID-19 have imposed on the world. The Trustees are confident with government grants and tight controls, that the collection will weather this strange time and come out the other side in as good a condition as possible.

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
Ms C Cooper
Ms K J Harrison (resigned 22nd January 2019)
Mr C Tetlow
Dr J A Hopkins

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 2019 was 6 (2018 - 7).

The Trust had three (2018: 2) employees, 1 full-time, 1 part-time and 1 maternity leave.

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', written in a cursive style.

18 May 2020

Mrs LVA Bissell

Company Secretary

The Tabley House Collection Trust

Independent Examiner's Report to the Trustees of the Tabley House Collection Trust

I report on the Accounts of the Trust for the year ended 31st October 2019, 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.

 18th May 2020

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 2019

2017-18			2018 -19	
£	£		£	£
10		Donations	706	
5,175		Entry Fees	5,723	
225		Shop takings	148	
1,625		Tea Room	2,282	
521		Guide books and catalogues	535	
2,405		Party bookings	2,004	
8,350		Weddings	6,700	
2,010		Other Income	1,968	
	20,319	Total Operating income		20,066
	49,465	Grant for the year ended 31 October 2019		54,553
	69,785	TOTAL INCOME		74,619
4,474		Advertising and Publicity (incl Leaflets)	6,225	
2,027		Maintenance	1,228	
6,000		Utilities	6,000	
78		Rates	80	
1,729		Telephones	1,908	
46,117		Staff Costs	50,589	
6,000		Consultant Curator	6,000	
1,974		General Administrative expenses	1,454	
1,136		Sundry costs	885	
250		Audit fees	250	
	69,785	TOTAL EXPENDITURE		74,619
	-	SURPLUS ON ORDINARY ACTIVITIES BEFORE TAXATION		-
		<u>Conservation Expenditure</u>		
	3,568	Expenditure during the year		4,640
	(3,568)	Grant due from the University of Manchester		(4,640)
	-			-

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 2019

2017-18			2018-19	
£	£		£	£
		Current Assets		
-		Accrued Income	-	
-		Stock of Catalogues	-	
183		Prepayment	1,742	
-		Balance due from the University	16,093	
<u>8,043</u>		Cash at bank and in hand	<u>4,515</u>	
	8,226			22,350
		Current Liabilities		
		Creditors - Amounts falling due within one year:		
14,227		Accrued expenditure	21,750	
900		Wedding deposits received in advance	600	
-		Other creditors	-	
<u>(6,901)</u>		Balance due to The University	<u>-</u>	
	8,226			22,350
		Net Assets		
		Capital and Reserves		
	-	Called up Share Capital		-
	-	Profit and Loss account		-
		Total Capital and Reserves		

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 approved by the Trust Board on 18 May 2020 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 2019 the following grant was made:

	2018-19	2017-18
	£	£
Total Administrative Expenses	74,619	69,784
Less: Operating and Other income	(20,066)	(20,319)
Grant Required	54,553	49,465
Funds received from the University of Manchester including payment of salary costs etc.	50,000	20,000
Add: Sundry Income received in advance b/fwd	78,575	108,040
Less: Income paid in advance	(74,022)	(78,575)
Grant for year ended 31 October	54,553	49,465

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.

	2018-19	2017-18
	£	£
Grant for current year	4,640	3,568
Grant brought forward	85,475	81,907
Total Conservation grants due from The University	90,115	85,475

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

	2018-19	2017-18
	£	£
Income paid in advance by The University (as note 2 above)	74,022	78,575
Less: Conservation grants due from The University (as note 3 above)	(90,115)	(85,475)
Unspent/(overspent) grant from The University	(16,093)	(6,900)

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.