

Charity number: 1169845
Company number: 10157307

THE CHAMBERLAIN Highbury TRUST
(a company limited by guarantee)

Unaudited

ANNUAL REPORT

For the Year Ended 31 March 2018

THE CHAMBERLAIN Highbury TRUST

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THE CHAMBERLAIN HIGHBURY TRUST

Reference and Administrative Details of the Charity, its Trustees and Advisers for the Year Ended 31 March 2018

Directors and Trustees

Dr P D Ballard
Mr P M Davis
Ms S S Edwards
Prof I D Grosvenor
Dr A M Millward
Mr P H Richards
Miss J L Smith
Mr L T Sparks
Ms L S Trickett
Mr M S Williams

Company secretary

Miss J L Smith

Charity registered number

1169845

Company registered number

10157307

Principal office

Highbury, 4 Yew Tree Road, Moseley, Birmingham, B13 8QG

Accountants

PKF Cooper Parry, Park View, One Central Boulevard, Blythe Business Park, Solihull, B90 8BG

Bankers

Natwest Bank, 112a High Street, Kings Heath, Birmingham, B14 7LQ

Independent Examiner

Mr Simon Atkins FCA of PKF Cooper Parry Group Limited

THE CHAMBERLAIN Highbury TRUST

Trustees' Report For the Year Ended 31 March 2018

The Directors, who are also Trustees of the charity for the purposes of charity law, are pleased to present their second annual report for the year ended 31 March 2018. The Trustees confirm that the annual report and financial statements of the charity comply with the Companies Act 2006, Charities Act 2011, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities," published on 16 July 2014.

Structure, governance and management

Constitution

The charity is governed by its Memorandum and Articles dated 30 April 2016.

The principal objects of the charity are:

- to promote for the benefit of the public the conservation, protection and improvement of the physical and natural environment of the land and buildings known as the Highbury Estate on the borders of Moseley and Kings Heath, Birmingham, West Midlands, including the Grade II* listed house and the Grade II registered historic park forming part of the Highbury Estate;
- to advance the education of the public in:
 - the history of the Chamberlain family and in particular (but not limited to) their legacy in relation to civic leadership;
 - the history and heritage of the Highbury Estate; and
 - the conservation, protection and improvement of the physical and natural environment
- to promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society;
- to advance the education of the public by promoting, fostering and encouraging the knowledge, understanding and appreciation of the arts in particular (but not limited to) within and around Birmingham; and
- to further such other exclusively charitable purposes according to the law of England and Wales as the Trustees in their absolute discretion from time to time determine.

Method of appointment or election of Trustees

The appointment of the Chair and Vice-chair, which was undertaken by representatives of the existing Highbury Trust, was reported to the Trusts & Charities Committee of Birmingham City Council which is responsible for the administration of the City Council's Charities on 11 November 2015. Following public advertisement, six further public trustees were appointed later that month. On 2 March 2016, the Committee nominated the two Council members to the Trust to bring to ten the number of trustees.

Trustee Training

Whilst all of the Trustees had experience of trusteeship or similar responsibilities at the time of their appointment, the Company Secretary has regularly drawn to the Trustees' attention guidance and advice from the Charity Commission and other relevant sources. Trustees with specific professional qualifications and other responsibilities have attended training relevant to those professions and responsibilities. The Trust is committed to undertaking regular skills audits of trustees to ensure Trustees are competent to discharge their statutory responsibilities and duties. The Chair carried out appraisals with all Trustees in January 2018, and in turn Trustees appraised the Chair.

Risk Management

The Trust created a high-level risk register when it was formally established. The key strategic risk for the Trust continues to be the failure to achieve a successful Heritage Lottery Fund (HLF) bid. The Trust has developed a Risk Management Strategy and Procedures to manage and mitigate the risks inherent in a major renovation and refurbishment project. Those risks include raising match funding, construction cost overruns, damage to the fabric of the building, and failure to maintain good relations with partners, stakeholders, tenants and local residents and neighbours.

THE CHAMBERLAIN HIGHBURY TRUST

Trustees' Report (continued) For the Year Ended 31 March 2018

Policies and objectives

In setting the aims and objectives and in planning future activities the Trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit.

Achievements and performance

Heritage Lottery Fund Bid

The highest priority for the Trust during 2017/18 was the development and submission in June 2017 of a bid to the HLF for funding of £4.92m for the restoration and refurbishment of the Highbury Estate. The Trust was advised on 27 September 2017 that its bid had been unsuccessful. There had been 20 applications for the HLF Board to consider and the total sum applied for was more than three times the available budget. This is very typical of the current level of competition for HLF awards. Following feedback from HLF, Trustees resolved to consider ways in which the bid could be strengthened and resubmitted in March 2018 for a reduced amount (£3.35m), the outcome of which will be known in June 2018.

Heritage Open Day

On 10 September 2017 the Trust held its second Heritage Open Day and opened the house to the public as a contribution to the city's Heritage Week. Over 750 people visited Highbury on the day; most of the visitors to the house had never been inside the building before, and many were not previously aware of its existence.

Historic England – Highbury placed on “At Risk Register”

Highbury was formally placed on Historic England's Heritage at Risk Register in early 2018. In response to this Birmingham City Council authorised the immediate expenditure of £500K on essential repairs.

Patrons

During 2017/18 the Trust has recruited four patrons who will offer guidance and show their support for the Highbury project as the Trust seeks to raise funds to take the work forward. The CHT Patrons are:

- Anita Bhalla OBE
- Oliver Chamberlain OVRM, TD, DL
- Professor Sir David Eastwood
- Tristram Hunt FRHistS

Partnerships and Events

In advancing their vision, the Trust has identified more key partners and has opened up discussions leading to formal and informal partnerships including:

- a partnership of local schools that plan to use Highbury as a base for a range of activities including a young people's parliament;
- a partnership with SAMPAD to extend the Trust's reach with a diverse community of young people and develop the activity plan;
- a strong partnership with Winterbourne to create a complementary educational attraction based on the cooperation of the Nettlefold and Chamberlain families around domestic architecture, designed landscapes and public housing;
- a proactive and ongoing partnership with History WM leading to the launch of the project alongside the production of the fundraising advocacy brochure; and
- a discussion-based events programme with BCC and key schools on making Birmingham a top 10 place for women using Chamberlain's social reforms as inspiration.

The Trust has begun hosting a programme of events at Highbury to test out opportunities and demand. These include:

- artists and plant geneticist from the University of Birmingham developing a citizen science project for young people propagating orchids similar to those cultivated by Joseph Chamberlain;
- Trust Patron Tristram Hunt discussing product design and art related to Highbury with Queensbridge School pupils from Kings Heath, Moseley and Balsall Heath;
- UoB drama students 5-day creative production at Highbury inspired by the house and family and stories about them; and

THE CHAMBERLAIN HIGHBURY TRUST

Trustees' Report (continued) For the Year Ended 31 March 2018

- Trialling televised and interactive debates hosted from Highbury on the Chamberlain legacy and its current relevance to local government, health and social housing, corporate responsibility and civic leadership.

Fundraising

Having drawn up a draft strategy during 2016/17 the Trust has continued to build on fundraising activities as follows:

- sponsorship of £10,000 has been secured from HistoryWM;
- a fundraising advocacy brochure has been produced with the above sponsorship;
- a project launch/fundraising awareness event supported by History WM was held at Highbury in February 2018 which attracted substantial publicity and opportunities to be followed up;
- an anonymous donation of £20,000 has been received; and
- a grant of £25,000 from the Architectural Heritage Fund, subject to a successful HLF bid.

Review of activities

Management arrangements

Administration

A freelance Trust Coordinator was appointed from the beginning of November 2016 to manage the administration of the Trust and liaise with the local community. This arrangement has continued throughout 2017/18.

Birmingham City Council (BCC) Liaison meetings

The Chair of Trusts and Charities Committee has chaired liaison meetings between the Council and the Trust to progress discussions about leases, business planning, transfer of funds and management of the Estate. During 2017/18 the Council agreed that the lease to the Trust will be extended to the year 2139 and issued Heads of Terms reflecting this.

Estate management protocol

A protocol for the management of the grounds of Highbury has been drawn up and agreed with the City Council's Parks Department, the Friends of Highbury Park, the Highbury Orchard Community CIC, the Four Seasons Project and the Birmingham Beekeepers Association. The protocol requires these groups to formally notify the Trust of any significant work they intend to carry out on the Estate. A programme of regular meetings of the group with the Trust has continued throughout 2017/18.

Communications/website

A monthly newsletter is issued updating all subscribers on key news and forthcoming events. During 2017/18 the domain name www.chamberlainhighburytrust.co.uk was purchased and this is the main website for the Trust. A twitter account has also been set up attracting over 500 followers in the year 2017/18: @CHighburyTrust

Financial review

Income for the year totalled £101,414 and charitable expenditure totalled £68,065. The net surplus on unrestricted funds totalled £11,799 and the net surplus on restricted funds totalled £21,550. As such as at 31 March 2018, the Charity had total funds carried forward of £35,993 which comprised unrestricted funds of £14,443 and restricted funds of £21,550.

Reserves policy

The Trustees aim to maintain reserves at a level sufficient to support the operational expenditure and any commitments of the Charity for a period of 12 months.

THE CHAMBERLAIN Highbury TRUST

Trustees' Report (continued) For the Year Ended 31 March 2018

Plans for the future

Proposals for the Estate

The house

The Trust is planning to accommodate a combination of activities in the house that will provide both an income to ensure the viability of the Trust, and provide public access to the building and opportunities for educational and cultural activities.

The refurbishment of the house will involve extensive external repairs and the complete renewal of services, including complete rewiring, the replacement of the boilers and a new heating system.

The grounds

The refurbishment of the park will involve the de-silting of the lake and ponds, the re-establishment of selected historic features, improvements to access and the establishment of a ten year management and maintenance plan.

THE CHAMBERLAIN HIGHBURY TRUST

Trustees' Report (continued) For the Year Ended 31 March 2018

Trustee Responsibilities

The trustees (who are also directors of The Chamberlain Highbury Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- make judgements and 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

In preparing this report, the trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on _____ and signed on their behalf by:

Les Sparks, Trustee

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE Highbury Chamberlain Trust

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2018, charity number 1169845, company number 10157307 which are set out on pages 8 to 13.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

The charity's trustees consider that an audit is not required for this year under Part 16 of the 2006 Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention

Basis of independent examiner's statement

My examination was carried out in accordance with general Directions given by the Charity Commission. 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 the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

SIMON ATKINS FCA

PKF Cooper Parry Group Limited
Park View
One Central Boulevard
Blythe Valley Business Park
Solihull
B90 8BG

THE Highbury Chamberlain Trust

**Statement of Financial Activities
For the Year Ended 31 March 2018**

	Note	Unrestricted £	Restricted £	Year ended 31 March 2018 £	Period ended 31 March 2017 £
INCOME FROM					
Donations	2	69,000	31,550	100,550	84,000
Other income		864	-	864	119
TOTAL INCOME		<u>69,864</u>	<u>31,550</u>	<u>101,414</u>	<u>84,119</u>
EXPENDITURE ON					
Charitable activities	3	58,065	10,000	68,065	81,475
TOTAL EXPENDITURE		<u>58,065</u>	<u>10,000</u>	<u>68,065</u>	<u>81,475</u>
NET INCOME FOR THE YEAR		11,799	21,550	33,349	2,644
Transfer between funds		-	-	-	-
Total unrestricted funds at 1 April 2017		2,644	-	2,644	-
TOTAL FUNDS AT 31 MARCH 2018		<u>14,443</u>	<u>21,550</u>	<u>35,993</u>	<u>2,644</u>

The notes on pages 10 to 13 form part of these financial statements.

THE Highbury Chamberlain Trust
(Company Number: 10157307)

Balance Sheet
As at 31 March 2018

		2018		2017	
	Note	£	£	£	£
CURRENT ASSETS					
Debtors	5	27,370		4,289	
Cash at bank		23,403		12,103	
		50,773		16,392	
CURRENT LIABILITIES					
Creditors	6	(14,780)		(13,748)	
NET CURRENT ASSETS			35,993		2,644
NET ASSETS			35,993		2,644
CHARITY FUNDS					
Restricted funds	7		21,550		-
Unrestricted funds	7		14,443		2,644
TOTAL FUNDS			35,923		2,644

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under section 477 of the Companies Act 2006 and members have not required the charitable company to obtain an audit of its accounts for the period in question in accordance with section 476 of the Act. The Trustees acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Companies Act 2006, and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31 March 2018 and of its incoming resources and application of resources, including the net income or expenditure for the period then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Trustees on _____ and signed on their behalf by:

Les Sparks, Trustee

The notes on pages 10 to 13 form part of these financial statements.

CHAMBERLAIN Highbury TRUST

Notes to the Financial Statements For the Year Ended 31 March 2018

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The Chamberlain Highbury Trust is a company limited by guarantee incorporated in England. The address of the registered office is given in the charity information on page 1.

The accounts have been prepared under the historical cost convention with items recognised as cost or transaction value unless otherwise stated in the relevant note(s) to the accounts.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS 102) issued on 16 July 2014, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice as it applies from 1 January 2015.

The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below.

1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

The cost of raising funds and administering such funds are charged against the specific fund.

The aim and use of each fund is set out in the notes to the financial statements.

1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, after any performance conditions have been met, the amount can be measured reliably and it is probable the income will be received.

1.4 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Irrecoverable VAT is charged as an expense against the activity for which the expenditure arose.

CHAMBERLAIN Highbury TRUST

Notes to the Financial Statements For the Year Ended 31 March 2018

1. ACCOUNTING POLICIES (continued)

1.5 Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements.

CHAMBERLAIN Highbury TRUST

Notes to the Financial Statements For the Year Ended 31 March 2018

2. DONATIONS

	2018 £	2017 £
Donation from the Highbury Trust	69,000	84,000
Donation from History West Midlands	10,000	-
Other Donations	<u>21,550</u>	<u>-</u>
	<u>100,550</u>	<u>84,000</u>

Donations of £84,000 received in the prior year were all unrestricted.

3. CHARITABLE EXPENDITURE

	2018 £	2017 £
Charitable activities		
Legal and professional fees	38,572	48,952
Project management fees	-	11,161
Independent examination fees	1,086	1,094
Other costs	<u>28,407</u>	<u>20,268</u>
	<u>68,065</u>	<u>81,475</u>

All expenditure in the prior year related to unrestricted funds.

4. NET INCOMING RESOURCES

During the period, no Trustees received any remuneration.

During the period, no Trustees received any benefits in kind.

During the period, Trustee Dr P Ballard received expenses totalling £nil (2017: £742) to cover the cost of travelling from her home in Reading to meetings and other events in Birmingham. No other Trustee received any reimbursement of expenses.

5. DEBTORS

	2018 £	2017 £
Trade Debtors	26,000	-
VAT Recoverable	<u>1,370</u>	<u>4,289</u>
	<u>27,370</u>	<u>4,289</u>

CHAMBERLAIN Highbury TRUST

Notes to the Financial Statements For the Year Ended 31 March 2018

6. CREDITORS

	2018 £	2017 £
Accruals	14,780	13,748

7. STATEMENT OF FUNDS

	Brought Forward	Incoming resources	Resources Expended	Transfer between funds	Carried Forward
	£	£	£	£	£
Unrestricted funds					
General funds	2,644	69,864	(58,065)		14,443
Restricted funds					
HLF Bid	-	20,550	-		20,550
Launch & Brochure	-	10,000	(10,000)	-	-
Rhododendron Survey	-	1,000	-	-	1,000
	-	31,550	(10,000)	-	21,550
TOTAL	2,644	101,414	(68,065)	-	35,993

HLF Bid – These funds represent monies which will be used to match fund the HLF grant if the bid is successful.

Launch and Brochure – These funds represent funds granted to cover the cost of the launch and the production of a brochure.

Rhododendron Survey – These funds represent a private donation towards the cost of a research project to identify the Rhododendrons planted by Joseph Chamberlain when the grounds were first created.

8. RELATED PARTIES

There were no related party transactions during the period.

9. MEMBERS

The charity is incorporated as a company limited by guarantee having no share capital and in accordance with the Memorandum of Association, every member is liable to contribute a sum of £10 in the event of the company being wound up. At 31 March 2018 there were 8 members.