

# CHAWTON HOUSE LIBRARY

England & Wales · Charity number 1026921

## Details

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Other names	THE CENTRE FOR THE STUDY OF EARLY ENGLISH WOMEN'S WRITING
Status	Registered
Legal form	Charitable company
Company number	<a href="#">02851718</a>
Registered	1993-10-06
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Website	<a href="http://www.chawtonhouse.org">www.chawtonhouse.org</a>

## Activities

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**Objects:** 1. TO PROMOTE STUDY AND RESEARCH IN EARLY ENGLISH WOMEN'S LITERATURE. 2. TO PROTECT RESTORE AND PRESERVE FOR THE BENEFIT OF THE PUBLIC CHAWTON HOUSE CHAWTON ALTON HAMPSHIRE AND THE SURROUNDING FIELDS. 3. TO ADVANCE THE EDUCATION OF THE PUBLIC BY CREATING AND MAINTAINING AT THE PROPERTY A RURAL ENGLISH WORKING MANOR FARM OF THE LATE EIGHTEENTH AND EARLY NINETEENTH CENTURIES

**Activities:** To promote study and research into early women's literature. To protect restore and preserve Chawton House, Hampshire and the surrounding estate for the benefit of the public.

## Classification

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- **How:** Provides Buildings/facilities/open Space, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Other Charities Or Voluntary Bodies, Other Defined Groups, The General Public/mankind

## Geography

- Hampshire

## Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£641,115	£661,586	£8,133,483	14
2023-12-31	£653,049	£711,895	£8,153,954	25
2022-12-31	£601,624	£738,460	£8,212,800	26
2021-12-31	£533,563	£675,216	£8,349,636	22
2020-12-31	£543,357	£618,385	£8,491,289	20

## Trustees

Name	Role	Appointed
<b>LOUISE ANSDELL</b>	Chair	2017-03-02
Clare Clinton		2025-03-15
Dr Ailsa Grant Ferguson		2025-03-15
Joanna Barker		2024-09-07
John Crissey		2025-03-15
Mrs McMeehan Roberts		2017-10-26
Professor Rosalind Margaret Ballaster		2023-07-22
<b>SIMON FAIRFAX KNIGHT DL</b>		2017-09-21
<b>SUE SAVILLE</b>		2018-12-19

**CHAWTON HOUSE LIBRARY**

England & Wales - Charity number 1026921

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# Accounts

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**Registered number: 02851718**  
**Charity number: 1026921**

**Chawton House Library**  
**(A company limited by guarantee)**

**Trustees' report and financial statements**

**For the year ended 31 December 2024**

**Chawton House Library**  
**(A company limited by guarantee)**

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**INTRODUCTION**

From the vantage point now, midway through Jane Austen's 250<sup>th</sup> anniversary year, we can be sure that 2024 was the year in which a pivotal transformation of every aspect of Chawton House came to fruition. Following on from Chawton House's 20<sup>th</sup> anniversary in 2023, 2024 showed what heights can be reached from well laid foundations, to make a flourishing, innovative independent historic house, estate and collection: a place of welcome, enjoyment, enterprise and education in all its forms, for now and for future generations.

Chawton House is a Grade II\*-listed historic house, gardens and 257-acre estate once owned by Jane Austen's brother. It holds two nationally significant collections: the Knight/Austen Collection and the UK's only public collection of pre-20th century women's writing. Opened as an academic library in 2003 after an extensive restoration, Chawton House has been completely transformed since 2018, despite considerable external challenges, with a new purpose and business model.

We are re-imagining what a public historic estate is, with women's writing and the history of our place at the heart of all we do. Our mission is to protect and preserve cultural heritage, whilst throwing the doors open to the broadest possible audience. Chawton House is now somewhere where everyone is welcome to visit, walk, study, meet, volunteer, celebrate and create. We are the home of pre-20th century women's writing and creativity, and work in partnership to tell the stories of the lives and works of our women writers. Austen found creative inspiration, both from the fellow women writers that we represent, but also from our location, so we now foster new creative and scholarly outputs that respond to the place and collection, alongside restoring the historic gardens and parkland that Austen and Knight family women once enjoyed. At the heart of our community, we are a place people want to be and be part of.

Despite financial challenge of many kinds in the last 8 years, not just from the pandemic largely closing public access, Chawton House is now proud of its strong financial performance where nearly 80% of its income is self-generated, before grants and independent donations.

Chawton House is committed to early career development, exemplified by the year's first exhibition of Emily Barnett's exquisite embroidery panels that grew out of her work, starting in her teens, at Chawton House. This inspiration took her to a prize-winning degree at the Royal School of Needlework.

We celebrate often under-sung heroines of English literature, as well as the well-known names, and the year's second exhibition was a show for Mary Robinson, mostly known for being an actress and the Prince Regent's mistress. For her first ever dedicated solo exhibition, Chawton House showed just how significant a writer, a radical and controller of her own image she was.

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2024 was crowned as a year to remember when Chawton House was awarded Royal Horticultural Society partner garden status – a testament to the extraordinary vision, dedication and effectiveness of Head Gardener Julia Weaver and her garden volunteers and part-time team members.

None of this would have been possible without an energetic and sustained executive operation of remarkable commitment and good judgment, delivered by a deceptively small team, supported by expert volunteers. The trustee board has expanded, and we marked the retirement of one trustee's service of 30 years. We welcomed more than 24,000 visitors in 2024, and more online.

Whether visitor, of any age, scholar, team member volunteer or trustee, the aim is for everyone, at the end of any day at Chawton House, to depart with having done or found something memorable, valuable and which stays with them. It is a true joy to be associated with Chawton House, and we are confident that after such a secure year we shall continue to share that joy with many others.

**Louise Ansdell**

**Chair**

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**Trustees report**  
**For the year ended 31 December 2024**

The Trustees (who are also directors of the charitable company for the purposes of the Companies Act 2006), present their annual report together with the audited financial statements of the Company for the year 1 January 2024 to 31 December 2024. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the group and the Charity qualify as small under section 383 of the Companies Act 2006, the Group strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

**OBJECTIVES AND ACTIVITIES**

**Our Purpose and Activities**

The charitable objects of Chawton House Library are:

- a) To promote study and research into early women's literature.
- b) To protect, restore and preserve Chawton House and the surrounding estate for the benefit of the public.
- c) To advance the education of the public by creating and maintaining a working manor farm of the late eighteenth century at the property.

Chawton House Library gives particular focus to the first two charitable objects. The Charity's physical location at the edge of Chawton village provides opportunities to open up the estate further, to accommodate increased visitor numbers whilst preserving the character and attributes of the historic setting and the academic study centre offer. There is scope to provide further amenities to contribute to the local community.

## **ACHIEVEMENTS AND PERFORMANCE IN 2024 IN BRIEF**

### **Public programme and exhibitions in 2024: Indoors and Outdoors through the year**

Our vision for the pursuit of our second charitable object takes the form of being an outward facing, welcoming organisation that shares generously with as many people as possible its extraordinary resources – of place, of history, of cultural life. The opening up of the house and grounds in new ways over recent years shows this vision in action.

Our events year starts outdoors, with an Orchard Wassail in January and the hugely successful Snowdrop Season in February. The flower displays outside continue as the spring moves forwards, supported by a Spring Flowers programme of snowdrops, blossom and bluebells, and daffodils, developing throughout the summer with the Walled Garden roses in full bloom. Walking across the estate and through the woodlands is popular year-round with both local and visiting people. RHS Partner Garden status underlines quite how special the grounds are. Research has been undertaken into the gardens' historical zenith under the stewardship of Montagu and Florence Knight in 1914, which included developing Edward Austen Knight's 1820s walled garden, and this will inform future plans. Chawton House and its gardens are set in a largely intact 18<sup>th</sup> century wider landscape of parkland, with farmland and historic woodland beyond that.

The first few months of 2024 saw the end of Chawton House's *Treasures of Chawton House* anniversary exhibition, with accompanying Curator's tours and teas, and private views in the opening months of the year.

2024's Summer exhibition epitomised Chawton House's commitment to early career development. Emily Barnett's show *Chawton in Stitches* showed her own exquisite panel embroideries, alongside work by meritorious, if marginally less breathtaking, historic needlewomen from Chawton House's collection. The exhibition brought the past and the present of this largely female, habitually overlooked, art to enthusiastic audiences and to much acclaim.

*Mary Robinson: Actress, Mistress, Writer, Radical* September 2024 to May 2025 was the first ever exhibition nationally for "the most famous person you have never heard of". It was generously supported by the Weston Loan Programme for Art Fund, enabling loans from national institutions, including Mary Robinson's manuscript memoirs, written mostly on enclosing envelopes, from the collection at Chequers, paintings and images from The National Portrait Gallery, The Garrick Club and the Coke Vauxhall & Ranelagh Collection, and works on paper from The Bodleian Library, The Leeds Brotherton Library, the Hertfordshire Archives and Royal Holloway, University of London. The significance of this exhibition was reflected in the publication of Chawton House's first glossy exhibition catalogue, and it was picked up for review and recommendation by the TLS. The exhibition was accompanied by monthly digital talks and Curator's tours.

Continuing from previous years, we took part in an expert, informative and merry online collaborative event for International Women's Day along with Jane Austen's House

## **Chawton House Library (A company limited by guarantee)**

Elizabeth Gaskell's House and the Brontë Parsonage, on the theme of friendships between literary women. Also online, to mark British Science Week, we had a week of digital talks to celebrate the women of science in the Chawton House collection.

Outdoor theatre and film on the South Lawn during summer months played to picnicking audiences who enjoyed *Persuasion* by This is My Theatre, a sell-out opera as part of Alton Arts Festival, and *Hamlet* by The Lord Chamberlain's Men. Chawton House contributed, as ever, to Alton's annual Regency Week.

Our regular Gothic season each October spans both the literary Gothic and Halloween. The literary theme this year was "Captivity", with educational entertainment include inside and outside tours, Gothic suppers, and the popular Halloween trails of the house and garden created by our Events Producer, some of them also after dark, for spooky half-term diversion.

Christmas Season, another heroic undertaking by the volunteer Christmas team who start their extraordinary work each spring, saw Chawton House's festive decorations reach new heights of creativity, with hand-crafted and knitted decorations referencing the Twelve Days of Christmas, The Snow Queen and The Nutcracker, letters to Santa and many other seasonal celebration displays. Outside, the glimmering garden trail was prettier than ever, as evening visitors found the Walled Garden lit up, and lit woodland-animal-magic in the Wilderness.

Dr Kim Simpson's online and onsite Reading Groups continued monthly meetings, reading and discussing a broad range of works from the collection, including works by Jane Austen, Frances Burney, Ann Radcliffe, and Charlotte Smith, alongside modern critics such as Deirdre Le Faye and Devoney Looser.

Space does not allow for a full record of the more than fifty workshops, tours, and special events, including a popular season of midweek roasts and perennial favourite cream teas, provided by the Old Kitchen Tea Room team; suffice it to say that the year was fuller than it has ever been for public facing work. Private tours, and special events led by senior team experts have grown in popularity. As our Tea Room and estate are open to all, without entry to the house or to the gardens, the visitor numbers do not reflect the total number of individuals who have enjoyed their time at Chawton House this year – 18,500 covers gives an indication of the popularity of the Tea Room.

### **Collections and Research in 2024**

2024 continued our steady stream of acquisitions. We do not have a dedicated acquisitions budget, so additions to our collection rely on generosity from supporters, for which we maintain ongoing appreciation.

Generous supporters helped us to acquire two very rare items: a printed ballad by Hannah More (1803) and a first edition of Frances Burney's *Camilla* (1796), one of the novels cited with approval by Jane Austen in *Northanger Abbey*, which also contains

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Austen's name in print in the opening pages, where she is listed as a subscriber to this novel.

Our faithful supporters at GLOSS (Godmersham Lost Sheep Society, whose mission is to seek out books previously dispersed from the Knight libraries at Godmersham Park and Chawton House and to return them to Chawton House) excelled again, with four "finds" of which three came home to Chawton House. These are:

- Bryan Edwards, *The History, Civil and Commercial, of the British Colonies in the West Indies* (1793), vol. 1 of a 2 volume set
- Moses Harris, *The Aurelian; or, Natural History of English Insects* (1773, 1776) – a particularly lovely book with many beautiful illustrations, and
- Edward Daniel Clarke's *Travels in Various Countries of Europe, Asia and Africa*, 4<sup>th</sup> edn. (1816, 11 volumes)

The 4<sup>th</sup> find is in the Special Collection at New York University, who have granted permission for image use for the fascinating resource, [readingwithausten.com](http://readingwithausten.com), which digitally recreates the library at Godmersham Park, and is updated against the original library catalogue, still in the Knight collection at Chawton House, when re-found books are identified.

Six residential visiting fellows came to Chawton House this year, in two cohorts. We are very grateful for the support of the Ardeola Charitable Trust and the British Association of Romantic Studies (BARS) to enable us to continue this programme. This year's scholars and their varied research areas were:

- Madeleine Mikinski (Deidre Le Faye Fellow), working on gossip and social credit in Jane Austen's work;
- Claudia Cornelissen, focussing on feminist revisionist literature in Aphra Behn and Charlotte Lennox;
- Katie Maclean, exploring stage adaptations of Jane Austen;
- Deborah Alun-Jones (BARS Fellow), working on the Brontës and using the Tony Yablong archive;
- Roseanna Kettle (BARS Fellows), worked on the poetry of financially disadvantaged women, particularly those from dissenting religious traditions
- Virlana Shchuka, researching maternal anxiety and childbirth.

Carol Knight has continued her long project cataloguing the Knight Collection, containing some volumes as ancient as the 16<sup>th</sup> century, a family library that extends through estate records, texts in foreign languages, and books acquired by Edward Austen Knight on his Grand Tour (his portrait hangs in the Dining Room) to the 20<sup>th</sup> century.

The Chawton House Collection comprises 10,200 titles across various collections, including manuscripts of which one is in Jane Austen's own hand. This collection is an extraordinary and singular resource enabling vast research opportunities in support of our first charitable object. Online resources include a full catalogue and 80 transcribed novels, some by well-known names, some by anonymous authors. Over the last two

## **Chawton House Library (A company limited by guarantee)**

decades Chawton House has provided an unparalleled setting for scholarly research into both well-known and under-sung heroines of female literary endeavour from, broadly, 1660-1860, with some later specific onward acquisitions through the Brontës to Gertrude Jekyll. The Knight Collection comprises 1,900 titles and combines the retained works from Godmersham Park's library (and its catalogue) and the library from Chawton House itself. This library collection is kindly lent to us by Richard Knight. We are the chosen recipient of Deirdre Le Faye's archive, which continues to provide valuable materials to Jane Austen studies researchers as well as being the record of her long and scholarly career.

The Upper Reading Room accommodates up to six scholars and readers to work with both the primary texts and extensive secondary collection. The Visiting Fellowship programme encourages applications from early career scholars, where Chawton House can further provide opportunities for public engagement with the scholarship and research produced. The library volunteer team are true experts in their field, including restoration, cataloguing, library invigilation and all aspects of book conservation that enables widest public access to the collection.

### **People at Chawton House**

As at 31 December 2024 there was a team of up to 27 staff members, FTE 14 maximum. There were just 5 full time staff. The imagination and vigour of early career staff complements the depth of experience of senior team members. The commitment and dedication of all those involved earns high praise and appreciation, and the warm welcome provided by staff and volunteers is popular with visitors, with many direct and online accolades. Executive and financial leadership of the Chawton House team has again been exceptional, reflected in the positive financial results.

The essential, valuable, and valued volunteer team expanded during the year, to nearly 80. Volunteers contributed across house, garden, collections and the library, as guides, book conservers, gardeners and more, and with countless skills that include collections management, historical research, IT, fabric maintenance, retail and second-hand book sales, the creation of the Christmas displays, and even handmaking items for sale in our shop. Yvette Carpenter leads the library volunteers and her commitment and expertise was recognised by Heritage Alliance, as a highly commended finalist in their Lifetime Heritage Heroes Award for 2024.

### **Financial operations in brief**

Our commercial vision for Chawton House is to cover the large majority of basic running costs through self-generated income. This aim is increasingly within reach, and c80% of self-generated income is a significant achievement already. We strive to maintain all our prices at affordable levels, to limit the barriers to access to Chawton House.

## **Chawton House Library (A company limited by guarantee)**

### **Income**

Income has remained largely level across all inflow domains, with a healthy 4% increase in income from admissions, reflecting increased visitor numbers more than a modest increase in admission cost. A slight reduction in overall grant and donation income reflects the intention to progress the long-term aim of meeting the majority of income needs from self-generated revenues. 78.7% of Chawton House's income is generated from its own charitable and other trading activities, an increase from 2023.

2024 saw grant raising agreed with or received from the widest range of supporters yet: The Ardeola Charitable Trust, Swire Charitable Trust, BARS, Weston Loan Fund, CIL, East Hampshire District Council, Hampshire County Council and Heritage Houses.

The Stables and Coach House Cottage continue to be let to residential tenants, and there are further rents from farming tenants. A handsome 3-bedroom apartment within Chawton House itself was developed for public letting during 2023 and welcomed paying guests as well as providing scholar accommodation during 2024.

### **Expenditure**

Costs management has been particularly effective in 2024, without impacting the scale or quality of the public offer.

### **Public benefit in 2024**

In shaping our objectives for the year and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit. Public benefit has developed strongly over the years, beyond the charitable objectives set out above.

The fostering of research and understanding of early women writers set out in the charitable objects remains a core part of public benefit, restoring them to their rightful place in the history of English literature and enabling them to speak directly to - and inspire - future generations. The Library's unique collection of women's writing is accessible to anyone who wishes to use it. Many of the works in the collection were neglected, and the research being undertaken at Chawton House is helping to put these books and their authors back on the intellectual map.

Our programme Chawton House Creates is a growing part of our public benefit, through which all our resources are available to inspire current creators, across all creative mediums. All of Chawton House's endeavours are now underpinned by long term significant strategic plans that feed directly into public benefit, including a Woodland Management Plan, and 10 year Parkland plans to compliment the 5+ year strategic plan, entitled The Next Chapter.

We built on the public benefit changes prompted by pandemic restrictions, and continued to promote greater use of our gardens, land and woodlands. The footpaths

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across our land include well-used walking routes through historic and ancient woodland, as well as the parkland route between the villages of Chawton and Farringdon, and the Writers' Way, St Swithun's and Jane Austen trails. There has been extensive restoration of woodland in 2024.

This builds on our public benefit we provide through our historic setting, bringing to life the context within which our women writers, and Jane Austen herself, lived and worked. Access to the house and grounds enables visitors to benefit from the physical and social legacy of the Knight family's unbroken links with Chawton House over five hundred years, including our own collection of paintings and works of art. The provision of accessible specialist library resources for individual researchers, educational visits, and as part of publicly available literary and cultural heritage that continues to be core to our mission.

The variety of events has continued to significantly expand the ways in which we provided public benefit during 2024. The extent to which Chawton House has maintained its growing local audience during the year helps us to be confident that our public benefit will continue to increase for those close to us geographically, as well as for national and international audiences.

**Financial review**

Chawton House maintained its income levels and managed its outgoings tightly during the year. There was necessary investment and maintenance spending. The required inclusion of depreciation in the financial statements has the usual impact of masking the underlying financial performance whereby cashflow revenues into Chawton House in fact exceeded day to day expenditure. The trustees regard the financial health of Chawton House as stable, with a proven capacity for prudent planning and delivery.

Financial results for the year are shown on page 20.

**Reserves policy**

The reserves policy of the charity is to maintain sufficient reserves to provide support for the charitable company's activities. Reserves were inevitably the resource from which to manage cashflow on necessary expenditure.

At 31 December 2024 net assets were £8,133,483 (2023: £8,153,954) which included £43,592 (2023: £107,174) of restricted funds.

After deducting tangible fixed assets and heritage assets of £8,093,432 (2023: £8,131,102) from unrestricted funds, there were no free reserves in the current or prior year. By continuing to focus on the generation of unrestricted income, the charity expects to return to a positive free reserves position in the near future.

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The trustees consider that cash reserves of £60,088 at 31 December 2024 (2023: £55,708) is at the margin of operation for the cash reserves policy, and the free reserves position has improved to the time of approval of these accounts.

**Risk management and policies**

Risk management policies continue to be operated and kept under review. A comprehensive policy review is underway and at the time of writing, is complete.

**Going concern**

After making appropriate enquiries, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

**Plans for the Future**

The strategic aim remains to create a widely known and notable literary and heritage destination, with local, national and international appeal. The Charity will continue to exploit and expand opportunities to work collaboratively with the heritage, tourism, academic and educational resources. There has been a transformation of digital reach and potential in a short space of time, embedding the international reach of our work but acknowledging that this has to be a responsive part of the programme to match quickly changing audience behaviour. There has also been a marked expansion in local connections. The mutual benefit of these operations will assist to inform and shape future planning. Supporting early careers across every sphere of the organisation will continue to be developed and embedded.

The Trustees recognise that this will require responsible management of the operation of the charitable company and its finances, positive outcomes to targeted grant and other funding applications in support of the increase in our public benefit, and the development of a firmly sustainable self-financing business model. The Trustees' view is that the charitable company is making secure progress towards this aim, with positive progress to date and a measure of optimism going forwards, notwithstanding the challenges of rising fuel, food and staffing costs.

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**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

Chawton House Library ("Chawton House") is a charitable company limited by guarantee. Incorporated on 3 September 1993 (registration number 02851718) and registered as a charity on 6 October 1993 (registration number 1026921). Chawton House Library uses the name 'Chawton House'. Chawton House was formed under a Memorandum of Association that established its objects and powers. It is governed under its Articles of Association by a board whose members are directors for the purposes of company law and Trustees for the purposes of charity law.

The names of the members of the board who served during the year and up to the date of this report are set out on page 13. New Trustees may be appointed by an ordinary resolution of the charitable company, or by a decision of the board of Trustees.

Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 December 2024 was seven, with one retirement and three new recruits in train for 2025, giving a total of 9.

**Policies adopted for the induction and training of Trustees**

New Trustees are introduced to other Trustees and key members of staff, and are given a tour of the House. They are also briefed on their legal obligations under charity and company law and informed of the content of the Memorandum and Articles of Association.

**Organisational structure and decision making**

The Board of Trustees met quarterly during the year, with additional individual contributions being made where relevant, outside of meetings. The board was strengthened with three new joiners.

Day to day responsibility is delegated to the Chief Executive and Deputy Director who, along with the Board of Trustees, are considered to be the Key Management Personnel of the charity.

**Remuneration of key personnel**

The Trustees are responsible for setting the pay and remuneration of key management personnel with reference to that of similar charities.

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**Related parties**

**Patrons, Friends and Volunteers**

The Trustees remain grateful for the continued advice and support of the Library's patrons:

Dr Sandy Lerner (Founding Patron)	Dame Mary Fagan DCVO, JP
Miss Joanna Trollope CBE	Mr Alan Titchmarsh MBE, VMH, DL
Professor Karen O'Brien	Professor Michèle Roberts
Mr Nigel Humphreys	Ms Claire Tomalin FRSL
Mrs June Parkinson	Professor Isobel Grundy
Professor Janet Todd OBE	Professor Cora Kaplan
Mrs Gilly Drummond OBE DL	Professor Richard Ovenden

We have a large number of direct volunteers whose valuable work supports Chawton House across many areas of skill and expertise.

**Connected organisations**

The Library is connected with two non-profit corporations incorporated in Massachusetts:

- The Leonard X. Bosack and Bette Kruger Charitable Foundation, Inc ("the Foundation")
- North American Friends of Chawton House ("NAFCH")

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**REFERENCE AND ADMINISTRATIVE DETAILS**

**Directors and Trustees**

The directors of the charitable company (the Charity) are its Trustees for the purpose of Charity law. The Trustees and officers serving during the year and since the year-end were as follows:

Mrs Louise Ansdell (Chair)  
Professor Ros Ballaster  
Ms Joanna Barker MBE (appointed September 2024)  
Ms Claire Clinton (appointed March 2025)  
Mr JC Crissey (appointed March 2025)  
Dr Ailsa Grant Ferguson (appointed March 2025)  
Mr Simon Knight  
Mrs Anne McMeehan Roberts  
Mrs Sue Saville  
Mr Richard Knight (retired September 2024)

**Company Secretary:** Ms K E Childs

**Chief Executive:** Ms K E Childs

**Registered Office:** Chawton House  
Chawton  
Alton  
Hampshire GU34 1SJ

**Company Number:** 02851718

**Charity Registered Number:** 1026921

**Auditors** Kreston Reeves LLP  
Chartered Accountants  
9 Donnington Park  
85 Birdham Road  
Chichester  
West Sussex PO20 7AJ

**Solicitors:** Paris Smith LLP  
Number 1 London Road  
Southampton SO15 2EA

**Bankers:** National Westminster Bank plc  
3 London Street  
Old Market Square  
Basingstoke  
Hampshire RG21 7NS

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**Disclosure of information to auditor**

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

**Auditor**

The auditor, Kreston Reeves LLP, has indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:



.....

**Mrs L Ansdell**

Date: 22 September 2025

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**Statement of Trustees' responsibilities**  
**For the year ended 31 December 2024**

The Trustees (who are also the directors of the Company for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the Company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 Company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Company's transactions and disclose with reasonable accuracy at any time the financial position of the 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 Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**Chawton House Library**  
**(A company limited by guarantee)**

**Independent auditor's report to the Members of Chawton House Library**

**Opinion**

We have audited the financial statements of Chawton House Library (the 'charitable company') for the year ended 31 December 2024 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2024 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

**Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

**Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

**Chawton House Library**  
**(A company limited by guarantee)**

**Independent auditor's report to the Members of Chawton House Library (continued)**

**Other information**

The other information comprises the information included in the Annual report other than the financial statements and our Auditor's report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

**Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustees' report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

**Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Independent auditor's report to the Members of Chawton House Library (continued)**

**Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an Auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

*Capability of the audit in detecting irregularities, including fraud*

Based on our understanding of the charity and the sector as a whole, and through discussion with the Trustees and other management (as required by auditing standards), we identified that the principal risks of non-compliance with laws and regulations related to health and safety, anti-bribery and employment law. We considered the extent to which non-compliance might have a material effect on the financial statements. We also considered those laws and regulations that have a direct impact on the preparation of the financial statements such as the Charities SORP (FRS 102) 2019, the Companies Act 2006 and other relevant charity and tax legislation. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit. We evaluated Trustees' and management's incentives and opportunities for fraudulent manipulation of the financial statements (including the risk of override of controls) and determined that the principal risks related to posting inappropriate journal entries to increase income or reduce expenditure, management bias in accounting estimates and judgemental areas of the financial statements such as the allocation of funds.

Audit procedures performed by the engagement team included:

- Discussions with management and assessment of known or suspected instances of non-compliance with laws and regulations (including health and safety) and fraud, and review of the reports made by management; and
- Assessment of identified fraud risk factors; and
- Performing analytical procedures to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Confirmation of related parties with management, and review of transactions throughout the period to identify any previously undisclosed transactions with related parties outside the normal course of business; and
- Performing analytical procedures with automated data analytics tools to identify any unusual or unexpected relationships, including related party transactions, that may indicate risks of material misstatement due to fraud; and
- Reading minutes of meetings of those charged with governance and reviewing correspondence with relevant tax and regulatory authorities; and
- Review of significant and unusual transactions and evaluation of the underlying financial rationale supporting the transactions; and
- Identifying and testing journal entries, in particular any manual entries made at the year end for financial statement preparation.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

**Chawton House Library**  
**(A company limited by guarantee)**

**Independent auditor's report to the Members of Chawton House Library (continued)**

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion of the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Trustees.
- Conclude on the appropriateness of the Trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in my Auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of my Auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

**Use of our report**

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an Auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.

*Kreston Reeves LLP*

**Kreston Reeves LLP**

Chartered Accountants

Chichester

Date: 25 September 2025

Kreston Reeves LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

**Chawton House Library**  
(A company limited by guarantee)

**Statement of financial activities (incorporating income and expenditure account)**  
**For the year ended 31 December 2024**

	Note	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £	Total funds 2023 £
<b>Income from:</b>					
Donations and legacies	4	43,592	94,914	138,506	149,317
Charitable activities	5	-	177,456	177,456	190,094
Other trading activities	6	-	230,695	230,695	234,064
Investments	7	-	89,980	89,980	79,574
Other income	8	-	4,478	4,478	-
<b>Total income</b>		<b>43,592</b>	<b>597,523</b>	<b>641,115</b>	653,049
<b>Expenditure on:</b>					
Raising funds	9	-	188,947	188,947	147,275
Charitable activities:	10				
The estate and gardens		-	161,153	161,153	165,223
Library and academia		-	123,319	123,319	145,704
The property and collection		-	188,167	188,167	253,693
<b>Total expenditure</b>		<b>-</b>	<b>661,586</b>	<b>661,586</b>	711,895
<b>Net income/(expenditure)</b>		<b>43,592</b>	<b>(64,063)</b>	<b>(20,471)</b>	(58,846)
Transfers between funds	20	(107,174)	107,174	-	-
<b>Net movement in funds</b>		<b>(63,582)</b>	<b>43,111</b>	<b>(20,471)</b>	(58,846)
<b>Reconciliation of funds:</b>					
Total funds brought forward		107,174	8,046,780	8,153,954	8,212,800
Net movement in funds		(63,582)	43,111	(20,471)	(58,846)
<b>Total funds carried forward</b>		<b>43,592</b>	<b>8,089,891</b>	<b>8,133,483</b>	8,153,954

The Statement of financial activities includes all gains and losses recognised in the year.

The notes on pages 24 to 44 form part of these financial statements.

**Chawton House Library**  
**(A company limited by guarantee)**  
**Registered number: 02851718**

**Balance sheet**  
**As at 31 December 2024**

	Note	2024 £	2023 £
<b>Fixed assets</b>			
Tangible assets	15	5,726,826	5,764,496
Heritage assets	16	2,366,606	2,366,606
		<u>8,093,432</u>	<u>8,131,102</u>
<b>Current assets</b>			
Stocks	17	16,777	16,777
Debtors	18	37,932	19,000
Cash at bank and in hand		60,088	55,708
		<u>114,797</u>	<u>91,485</u>
<b>Current liabilities</b>			
Creditors: amounts falling due within one year	19	(74,746)	(68,633)
		<u>40,051</u>	<u>22,852</u>
<b>Net current assets</b>		<u>40,051</u>	<u>22,852</u>
<b>Total assets less current liabilities</b>		<u>8,133,483</u>	<u>8,153,954</u>
<b>Total net assets</b>		<u>8,133,483</u>	<u>8,153,954</u>
<b>Charity funds</b>			
Restricted funds	20	43,592	107,174
Unrestricted funds			
General funds	20	7,255,738	7,212,627
Revaluation reserve		834,153	834,153
Total unrestricted funds	20	<u>8,089,891</u>	<u>8,046,780</u>
<b>Total funds</b>		<u>8,133,483</u>	<u>8,153,954</u>

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

**Chawton House Library**  
**(A company limited by guarantee)**  
**Registered number: 02851718**

**Balance sheet (continued)**  
**As at 31 December 2024**

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:



.....  
**Mrs L Ansdell**  
Trustee  
Date: 22 September 2025

The notes on pages 24 to 44 form part of these financial statements.

**Chawton House Library**  
**(A company limited by guarantee)**

**Statement of cash flows**  
**For the year ended 31 December 2024**

	<b>2024</b>	2023
	<b>£</b>	<b>£</b>
<b>Cash flows from operating activities</b>		
Net cash used in operating activities	<b>1,967</b>	(30,518)
<b>Cash flows from investing activities</b>		
Interest from investments	<b>451</b>	374
Proceeds from the sale of tangible fixed assets	<b>4,478</b>	-
Purchase of tangible fixed assets	<b>(2,516)</b>	(14,076)
<b>Net cash provided by/(used in) investing activities</b>	<b>2,413</b>	<b>(13,702)</b>
<b>Change in cash and cash equivalents in the year</b>	<b>4,380</b>	<b>(44,220)</b>
Cash and cash equivalents at the beginning of the year	<b>55,708</b>	99,928
<b>Cash and cash equivalents at the end of the year</b>	<b>60,088</b>	55,708

The notes on pages 24 to 44 form part of these financial statements

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**1. General information**

Chawton House Library is a charitable company registered in England and Wales. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £10 per member of the charitable company.

The address of its registered office is:

Chawton House  
Chawton  
Alton  
Hampshire  
GU34 1SJ

**2. Accounting policies**

**2.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - 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 Republic of Ireland (FRS 102) (effective 1 January 2019), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chawton House Library meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

**2.2 Income**

All income is recognised in the Statement of Financial Activities once the charitable company has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**2.3 Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**2.4 Allocation and apportionment of costs**

Support costs are allocated by charitable activity in proportion to the estimated split of costs for each area and to the costs of raising funds as appropriate. Any expenses in connection with volunteers' assistance are classified as volunteers expenses. The value of the volunteers' time has not been calculated.

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**2. Accounting policies (continued)**

**2.5 Tangible fixed assets and depreciation**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life as follows:

Long leasehold property	- over life of lease
Plant and machinery	- at 20% & 25% on cost

Long leasehold property is held on a 125 year lease expiring in 2115 with annual rent of a peppercorn.

Investment properties for which fair value can be measured reliably are measured at fair value at each reporting date with changes in fair value recognised in 'net gains/(losses) on investments' in the Statement of Financial Activities'.

Annual impairment reviews are carried out on behalf of the Trustees in respect of those assets which are not depreciated. This review involves a comparison of the current carrying amount of the fixed asset with its recoverable amount. Where the recoverable amount is lower than the carrying amount the asset is considered to be impaired and an impairment loss is recognised in the Statement of Financial Activities.

The cost of refurbishment of properties owned by the charitable company is capitalised and included within fixed assets where the work represents an addition to the property, or an improvement. The cost of repairs and maintenance is written off as incurred.

**2.6 Heritage assets**

Heritage assets comprise paintings, antiques and books. Painting and antiques are acquired by the charitable company in furtherance of the charitable objects and for public benefit. Books are acquired to extend the charitable company's collection of Early Women's Writing and for public benefit. Paintings and antiques are maintained in good condition and are subject to restoration when necessary. Books are maintained securely and at temperatures that aid preservation in good condition, and are subject to an ongoing conservation programme.

All heritage assets are recorded in a database which is reviewed annually and In accordance with the SORP, no depreciation is charged on assets which are considered to have an indefinite useful life. Consequently, no depreciation is provided on paintings and antiques, or books and manuscripts. These items are subject to annual impairment reviews.

Access to paintings and antiques is available to all visitors to Chawton House. Books are accessed by Visiting Fellows and other academics, and, for books that are not on public display, to members of the public, on written request.

**2.7 Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**2. Accounting policies (continued)**

**2.8 Taxation**

The Company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**2.9 Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds are unrestricted funds of the charitable company which the Trustees have decided at their discretion to set aside for a specific purpose.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

**2.10 Pension costs and other retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**2.11 Donations**

Donations are recognised on entitlement. Donations of fixed assets are included in the accounts at values provided by the donor or at market value, if valued within 12 months of the date of the donation. Donated goods and services are included as income at the equivalent market value. An equal cost is also included in the accounts.

**2.12 Going concern**

Based on the continued increase in the proportion of income generated from trading and other commercial activities, and taking account of the financial performance of the organisation up to the date of signing these accounts, including significant grant capture and trading performance during 2025 to date, the Trustees have unanimously concluded that Chawton House Library is a going concern. Underpinned and driven by organisational strength and competency the business model has been transformed and advanced, leading to the diversification and development of the enterprise in all areas, with demonstrable flexibility and exploitation of opportunity. Commercial revenue is supported by grants and donations that permit investment in onward growth and sustainability, as well as partial funding for specific projects and some core costs. The charity's capital base remains secure, although almost entirely illiquid. The Trustees keep this conclusion under regular review.

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**3. Critical accounting estimates and areas of judgment**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**4. Income from donations and legacies**

	<b>Restricted funds 2024 £</b>	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>
<b>Grants received:</b>			
The Ardeola Charitable Trust	-	45,000	<b>45,000</b>
The Swire Charitable Trust	-	20,000	<b>20,000</b>
East Hampshire DC	10,057	-	<b>10,057</b>
Hampshire County Council	3,400	-	<b>3,400</b>
Historic Houses	4,319	-	<b>4,319</b>
Art Fund	25,816	-	<b>25,816</b>
	<u>43,592</u>	<u>65,000</u>	<u><b>108,592</b></u>
Donations	-	5,689	<b>5,689</b>
Donations in kind	-	535	<b>535</b>
NAFCHL donations	-	18,531	<b>18,531</b>
Subscriptions	-	1,506	<b>1,506</b>
Gift aid	-	3,653	<b>3,653</b>
	<u>-</u>	<u>29,914</u>	<u><b>29,914</b></u>
	<u>43,592</u>	<u>94,914</u>	<u><b>138,506</b></u>
		<b>Unrestricted funds 2023 £</b>	<b>Total funds 2023 £</b>
<b>Grants received:</b>			
The Ardeola Charitable Trust		45,000	45,000
Rural Payments Agency - Country Stewardship Support		7,605	7,605
		<u>52,605</u>	<u>52,605</u>
Donations		44,925	44,925
Donations in kind		11,425	11,425
NAFCHL donations		33,681	33,681
Subscriptions		1,644	1,644
Gift aid		5,037	5,037
		<u>96,712</u>	<u>96,712</u>
		<u>149,317</u>	<u>149,317</u>

Donations in kind relates to the donation of paintings to the charity.

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**5. Income from charitable activities**

	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>
Admissions	172,338	<b>172,338</b>
Academic, educational and library events	5,118	<b>5,118</b>
	<u>177,456</u>	<u><b>177,456</b></u>
	<u><u>177,456</u></u>	<u><u><b>177,456</b></u></u>
	<b>As restated Unrestricted funds 2023 £</b>	<b>As restated Total funds 2023 £</b>
Admissions	167,054	167,054
Academic, educational and library events	23,040	23,040
	<u>190,094</u>	<u>190,094</u>
	<u><u>190,094</u></u>	<u><u>190,094</u></u>

Income from charitable activities was £177,456 (as restated 2023 - £190,094) of which £nil (2023 - £nil) was attributable to restricted and £177,456 (as restated 2023 - £190,094) was attributable to unrestricted funds.

Income from charitable activities has been restated to show all admissions within one category and to reallocate academic, educational and library events from other trading activities to charitable activities to reflect that these events are part of the charity's activities to deliver its charitable objectives.

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**6. Income from other trading activities**

**Income from non charitable trading activities**

	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>
Retail and catering income	167,401	<b>167,401</b>
Rent, room hire and related income	63,294	<b>63,294</b>
	<u>230,695</u>	<u><b>230,695</b></u>
	<b>As restated Unrestricted funds 2023 £</b>	<b>As restated Total funds 2023 £</b>
Retail and catering income	160,209	160,209
Rent, room hire and related income	73,855	73,855
	<u>234,064</u>	<u>234,064</u>

Income from other trading activities was £230,695 (as restated 2023 - £234,064) of which £nil (2023 -£nil) was attributable to restricted and £230,695 (as restated 2023 - £234,064) was attributable to unrestricted funds.

Income from other trading activities has been restated to reallocate academic, educational and library events from other trading activities to charitable activities to reflect that these events are part of the charity's activities to deliver its charitable objectives.

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**7. Investment income**

	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>
Rents received	89,529	<b>89,529</b>
Deposit account interest	451	<b>451</b>
	<u>89,980</u>	<u><b>89,980</b></u>
	<u><u>89,980</u></u>	<u><u><b>89,980</b></u></u>
	<b>Unrestricted funds 2023 £</b>	<b>Total funds 2023 £</b>
Rents received	79,200	79,200
Deposit account interest	374	374
	<u>79,574</u>	<u>79,574</u>
	<u><u>79,574</u></u>	<u><u>79,574</u></u>

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**8. Other incoming resources**

	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>	<b>Total funds 2023 £</b>
Gain on disposal of fixed assets	4,478	<b>4,478</b>	-

**9. Expenditure on raising funds**

**Fundraising trading expenses**

	<b>Unrestricted funds 2024 £</b>	<b>Total funds 2024 £</b>
Cost of sales	130,590	<b>130,590</b>
Support costs	18,171	<b>18,171</b>
Support costs - depreciation	40,186	<b>40,186</b>
	<u>188,947</u>	<u><b>188,947</b></u>

	<b>Unrestricted funds 2023 £</b>	<b>Total funds 2023 £</b>
Cost of sales	75,287	75,287
Support costs	32,818	32,818
Support costs - depreciation	39,170	39,170
	<u>147,275</u>	<u>147,275</u>

Expenditure on raising funds was £188,947 (2023 - £147,275) of which £nil (2023 - £nil) was attributable to restricted and £188,947 (2023 - £147,275) was attributable to unrestricted funds.

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**10. Analysis of expenditure on charitable activities**

**Summary by fund type**

	<b>Unrestricted funds 2024 £</b>	<b>Total 2024 £</b>
The estate and gardens	161,153	<b>161,153</b>
Library and academia	123,319	<b>123,319</b>
The property and collection	188,167	<b>188,167</b>
	<u>472,639</u>	<u><b>472,639</b></u>
	<u><u>472,639</u></u>	<u><u><b>472,639</b></u></u>
	<b>Unrestricted funds 2023 £</b>	<b>Total 2023 £</b>
The estate and gardens	165,223	165,223
Library and academia	145,704	145,704
The property and collection	253,693	253,693
	<u>564,620</u>	<u>564,620</u>
	<u><u>564,620</u></u>	<u><u>564,620</u></u>

Expenditure on charitable activities was £472,639 (2023 - £564,620) of which £nil (2023 - £nil) was attributable to restricted and £472,639 (2023 - £564,620) was attributable to unrestricted funds.

**11. Analysis of expenditure by activities**

	<b>Activities undertaken directly 2024 £</b>	<b>Support costs 2024 £</b>	<b>Total funds 2024 £</b>
The estate and gardens	131,240	29,913	<b>161,153</b>
Library and academia	93,406	29,913	<b>123,319</b>
The property and collection	140,255	47,912	<b>188,167</b>
	<u>364,901</u>	<u>107,738</u>	<u><b>472,639</b></u>
	<u><u>364,901</u></u>	<u><u>107,738</u></u>	<u><u><b>472,639</b></u></u>

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**11. Analysis of expenditure by activities (continued)**

	Activities undertaken directly 2023 £	Support costs 2023 £	Total funds 2023 £
The estate and gardens	143,465	21,758	165,223
Library and academia	119,348	26,356	145,704
The property and collection	215,584	38,109	253,693
	<u>478,397</u>	<u>86,223</u>	<u>564,620</u>

**Analysis of support costs**

	The estate and gardens 2024 £	Library and academia 2024 £	The property and collection 2024 £	Total funds 2024 £
Staff costs (Wages, Social security and Pensions)	6,766	6,766	6,766	<b>20,298</b>
Meetings & conferences	89	89	178	<b>356</b>
Insurance	8,527	8,527	17,055	<b>34,109</b>
Utilities	4,773	4,773	11,933	<b>21,479</b>
Office Expenses	4,930	4,930	4,930	<b>14,790</b>
Other staff costs	317	317	317	<b>951</b>
Governance	3,030	3,030	3,030	<b>9,090</b>
Bank charges	1,481	1,481	3,703	<b>6,665</b>
	<u>29,913</u>	<u>29,913</u>	<u>47,912</u>	<u><b>107,738</b></u>

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**11. Analysis of expenditure by activities (continued)**

**Analysis of support costs (continued)**

	The estate and gardens 2023 £	Library and academia 2023 £	The property and collection 2023 £	Total funds 2023 £
Staff costs (Wages, Social security and Pensions)	4,501	4,501	4,502	13,504
Meetings & conferences	221	221	442	884
Insurance	2,732	2,732	5,463	10,927
Utilities	3,641	6,854	9,752	20,247
Office Expenses	4,484	4,711	5,206	14,401
Other staff costs	124	185	184	493
Sundry	1,921	3,019	6,314	11,254
Governance	2,726	2,725	2,725	8,176
Bank charges	1,408	1,408	3,521	6,337
	<u>21,758</u>	<u>26,356</u>	<u>38,109</u>	<u>86,223</u>

**12. Trustees' remuneration and expenses**

During the year, no Trustees received any remuneration or other benefits (2023 - £NIL).

During the year ended 31 December 2024, no Trustee expenses have been incurred (2023 - £NIL).

**13. Staff costs**

	<b>2024</b> £	2023 £
Wages and salaries	<b>371,680</b>	385,447
Social security costs	<b>21,164</b>	21,305
Other pension costs	<b>5,901</b>	6,082
	<u><b>398,745</b></u>	<u>412,834</u>

Staff costs are allocated across the direct costs and the support costs of charitable activities, as well as the costs of raising funds, based on the estimated proportion of time spent on the different activities.

The average number of persons employed by the Company during the year was as follows:

	<b>2024</b> No.	2023 No.
Employees	<u><b>22</b></u>	<u>25</u>

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**13. Staff costs (continued)**

The average headcount for the year expressed as full-time equivalents was 14 (2023: 15).

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity comprises the Chief Executive and the Deputy Director. The remuneration of key management personnel (including employer's national insurance contributions and employer's pension contributions) was £112,649 (2023: £113,194).

Volunteers contribute to the charitable company by way of welcoming visitors, acting as tour guides and room stewards, undertaking book conservation and working to maintain the estate.

**14. Auditor's remuneration**

	<b>2024</b>	2023
	<b>£</b>	£
Fees payable to the Company's auditor for the audit of the Company's annual accounts	<b>12,500</b>	9,000
Fees payable to the Company's auditor in respect of: All non-audit services not included above	<b>2,250</b>	2,734
	<b>=====</b>	<b>=====</b>

Governance costs are allocated with other support costs across the charitable activities and the costs of raising funds.

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**15. Tangible fixed assets**

	Investment property £	Long-term leasehold property £	Plant and machinery £	Total £
<b>Cost or valuation</b>				
At 1 January 2024	2,375,000	4,598,869	191,501	7,165,370
Additions	-	-	2,516	2,516
At 31 December 2024	<u>2,375,000</u>	<u>4,598,869</u>	<u>194,017</u>	<u>7,167,886</u>
<b>Depreciation</b>				
At 1 January 2024	-	1,214,104	186,770	1,400,874
Charge for the year	-	36,791	3,395	40,186
At 31 December 2024	<u>-</u>	<u>1,250,895</u>	<u>190,165</u>	<u>1,441,060</u>
<b>Net book value</b>				
At 31 December 2024	<u>2,375,000</u>	<u>3,347,974</u>	<u>3,852</u>	<u>5,726,826</u>
At 31 December 2023	<u>2,375,000</u>	<u>3,384,765</u>	<u>4,731</u>	<u>5,764,496</u>

The long-leasehold property relates to the depreciated historic cost of the charitable company's acquisition of Chawton House, which is leased from Mr Adam Knight on a peppercorn rent until 2115. Due to the nature of the restrictions within the lease, the Trustees consider the property to have no residual value to the Charity and therefore the long leasehold property is being depreciated in full over the life of the lease.

The investment property relates to freehold property adjacent to Chawton House, which the Charity rents to tenants in order to generate funds for charitable use. A formal valuation was undertaken on 7 September 2021 by CKS Consulting. The valuation of the investment property was assessed to be £2,375,000. The Trustees have considered the value of the investment property as at 31 December 2024 and deem the valuation of £2,375,000 remains appropriate.

**Chawton House Library**  
(A company limited by guarantee)

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**16. Heritage assets**

**Assets recognised at cost**

	<b>Books and manuscripts 2024 £</b>	<b>Paintings and antiques 2024 £</b>	<b>Total 2024 £</b>
Carrying value at 1 January 2024	2,050,599	316,007	<b>2,366,606</b>

**Analysis of heritage asset transactions**

	<b>2024 £</b>	<b>2023 £</b>	<b>2022 £</b>	<b>2021 £</b>	<b>2020 £</b>
<b>Purchases</b>					
Paintings and antiques	-	11,425	-	-	-
<b>Total additions</b>	<b>-</b>	<b>11,425</b>	<b>-</b>	<b>-</b>	<b>-</b>

There are items within the existing collection of Heritage Assets which cannot reasonably be given an individual value. Additions to Heritage Assets do not include acquisitions by donation which cannot reasonably be given an individual value.

**17. Stocks**

	<b>2024 £</b>	<b>2023 £</b>
Stock for resale	<b>13,147</b>	13,147
Other stock	<b>3,630</b>	3,630
	<b>16,777</b>	16,777

**18. Debtors**

	<b>2024 £</b>	<b>2023 £</b>
<b>Due within one year</b>		
Trade debtors	<b>18,709</b>	7,981
Prepayments and accrued income	<b>19,223</b>	11,019
	<b>37,932</b>	19,000

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**19. Creditors: Amounts falling due within one year**

	<b>2024</b>	2023
	£	£
Trade creditors	<b>5,794</b>	14,267
Other creditors	<b>32,528</b>	11,529
Accruals and deferred income	<b>36,424</b>	42,837
	<b>74,746</b>	68,633
	<b>2024</b>	2023
	£	£
Deferred income at 1 January 2024	<b>12,342</b>	22,150
Resources deferred during the year	-	10,050
Amounts released from previous periods	<b>(7,200)</b>	(19,858)
<b>Deferred income at 31 December 2024</b>	<b>5,142</b>	12,342

Deferred income as at 31 December 2024 comprises advanced income in relation to weddings and rental income in respect of 2025.

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**20. Statement of funds**

**Statement of funds - current year**

	Balance at 1 January 2024 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 December 2024 £
<b>Unrestricted funds</b>					
General Fund	(80,842)	597,523	(661,586)	141,364	(3,541)
Designated Capital Fund	7,293,469	-	-	(34,190)	7,259,279
Revaluation reserve	834,153	-	-	-	834,153
	<u>8,046,780</u>	<u>597,523</u>	<u>(661,586)</u>	<u>107,174</u>	<u>8,089,891</u>
<b>Restricted funds</b>					
Book Conservation Fund	8,148	-	-	(8,148)	-
Painting Restoration Fund	3,636	-	-	(3,636)	-
Culture Recovery Fund	54,209	-	-	(54,209)	-
Ardeola Charitable Trust	17,524	-	-	(17,524)	-
Building renovation	7,000	-	-	(7,000)	-
EHDC – “In Austen’s Footsteps”	16,657	-	-	(16,657)	-
EHDC - Rural Grant	-	10,057	-	-	10,057
HCC - Meet me at Chawton House	-	3,400	-	-	3,400
Historic Houses	-	4,319	-	-	4,319
Art Fund	-	25,816	-	-	25,816
	<u>107,174</u>	<u>43,592</u>	<u>-</u>	<u>(107,174)</u>	<u>43,592</u>
<b>Total of funds</b>	<u><u>8,153,954</u></u>	<u><u>641,115</u></u>	<u><u>(661,586)</u></u>	<u><u>-</u></u>	<u><u>8,133,483</u></u>

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**20. Statement of funds (continued)**

**Statement of funds - prior year**

	Balance at 1 January 2023 £	Income £	Expenditure £	Balance at 31 December 2023 £
<b>Unrestricted funds</b>				
General Fund	(92,532)	653,049	(641,359)	(80,842)
Designated Capital Fund	7,330,260	-	(36,791)	7,293,469
Designated Bench Fund	33,745	-	(33,745)	-
Revaluation reserve	834,153	-	-	834,153
	<u>8,105,626</u>	<u>653,049</u>	<u>(711,895)</u>	<u>8,046,780</u>
<b>Restricted funds</b>				
Book Conservation Fund	8,148	-	-	8,148
Painting Restoration Fund	3,636	-	-	3,636
Culture Recovery Fund	54,209	-	-	54,209
Ardeola Charitable Trust	17,524	-	-	17,524
Building renovation	7,000	-	-	7,000
EHDC – “In Austen’s Footsteps”	16,657	-	-	16,657
	<u>107,174</u>	<u>-</u>	<u>-</u>	<u>107,174</u>
<b>Total of funds</b>	<u><u>8,212,800</u></u>	<u><u>653,049</u></u>	<u><u>(711,895)</u></u>	<u><u>8,153,954</u></u>

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**20. Statement of funds (continued)**

The General Fund represents funds available for the charitable company's purposes as set out in the governing documents of the Charity.

The Designated Capital Fund represents the tangible and heritage assets held by the charitable company. Each year the annual depreciation charge in respect of the long leasehold property is deducted from this fund. The transfer in the year has ensured the fund covers the full net book value of all fixed and heritage assets held.

The Designated Bench Fund represented funds donated through the North American Friends of Chawton House in support of an appeal to raise resources to construct, install and maintain seating throughout the grounds of Chawton House.

The Revaluation Reserve represents the difference between the historic cost and revalued cost of the investment property following the revaluations undertaken by the Trustees in 2017, and CKS Consulting in 2021.

The Restricted funds are available for future expenditure in relation to specific activities and projects that the charitable company will undertake.

- The Book Conservation Fund represents funds of last resort to repair/conservate books.
- The Painting Restoration Fund represents funds of last resort to repair/conservate art works.
- The Culture Recovery Fund (grant funding via the NLHF) represents funds held to cover essential costs due to loss of income because of forced closure during the pandemic.
- The Ardeola Charitable Trust Fund grant contributed to the salary costs of the Deputy Director for the period August 2021 – August 2022, as well as project costs for the Visiting Fellowship.
- The Building Renovation Fund is a restricted donation received from an anonymous North American donor for the purposes of maintaining the building.
- The EHDC Fund is support for the "In Austen's Footsteps" project.
- The EHDC Rural Grant Fund is a Rural Grant for Dyer's Barn Improvement
- The HCC Meet me at Chawton House Fund is support for this project
- The Historic Houses Fund is Grants Scheme for small projects
- The Art Fund is for the project Perdita or A Woman of Undoubted Genius: The Literary Lives of Mary Robinson

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**21. Analysis of net assets between funds**

**Analysis of net assets between funds - current period**

	Restricted funds 2024 £	Unrestricted funds 2024 £	Total funds 2024 £
Tangible fixed assets	-	5,726,826	<b>5,726,826</b>
Heritage assets	-	2,366,606	<b>2,366,606</b>
Current assets	43,592	71,205	<b>114,797</b>
Creditors due within one year	-	(74,746)	<b>(74,746)</b>
<b>Total</b>	<b>43,592</b>	<b>8,089,891</b>	<b>8,133,483</b>

**Analysis of net assets between funds - prior period**

	Restricted funds 2023 £	Unrestricted funds 2023 £	Total funds 2023 £
Tangible fixed assets	-	5,764,496	5,764,496
Heritage assets	-	2,366,606	2,366,606
Current assets	107,174	(15,689)	91,485
Creditors due within one year	-	(68,633)	(68,633)
<b>Total</b>	<b>107,174</b>	<b>8,046,780</b>	<b>8,153,954</b>

**22. Reconciliation of net movement in funds to net cash flow from operating activities**

	2024 £	2023 £
Net expenditure for the period (as per Statement of Financial Activities)	<b>(20,471)</b>	(58,846)
<b>Adjustments for:</b>		
Depreciation charges	<b>40,186</b>	39,170
Interest from investments	<b>(451)</b>	(374)
(Profit)/loss on the sale of fixed assets	<b>(4,478)</b>	-
(Increase)/decrease in stocks	-	(9,398)
(Increase)/decrease in debtors	<b>(18,932)</b>	12,614
Increase/(decrease) in creditors	<b>6,113</b>	(13,684)
<b>Net cash provided by/(used in) operating activities</b>	<b>1,967</b>	(30,518)

**Chawton House Library**  
**(A company limited by guarantee)**

**Notes to the financial statements**  
**For the year ended 31 December 2024**

**23. Analysis of cash and cash equivalents**

	2024 £	2023 £
Cash in hand	<b>60,088</b>	55,708

**24. Analysis of changes in net debt**

	At 1 January 2024 £	Cash flows £	At 31 December 2024 £
Cash at bank and in hand	<b>55,708</b>	<b>4,380</b>	<b>60,088</b>
	<b>55,708</b>	<b>4,380</b>	<b>60,088</b>

**25. Contingent liabilities**

Two former employees were members of a multi-employer pension scheme, which potentially exposed the charitable company to liability in the event of underfunding of the scheme. The charitable company is not, and has no intention of becoming a member of any other multi-employer pension scheme. Post year end the charity has received confirmation that it shall have no further liability to contribute to the scheme under the rules. There are no other contingent liabilities that the Trustees are aware of.

**26. Related party transactions**

Trustees' remuneration and expenses are disclosed in note 12 of the financial statements.

An unrestricted grant of £45,000 was received in the year from Ardeola Charitable Trust. One trustee, who was appointed during 2024, and their spouse are trustees of the Ardeola Charitable Trust.

Donations were received in the year totalling £1,450 from two trustees (2023 - £4,327 from four trustees). Donations in kind were received in the year at an estimated total of £250 (2023: £nil).

One trustee rented the flat at Chawton House from the period 30 December 2023 to 2 January 2024 at a rate of £240 per night. This is the commercial rate of the flat rental.

An amount of £20,000 (2023 - £Nil) is outstanding to Joanna Barker MBE at the year end in respect of a short term loan, made to the charity prior to her being appointed as a trustee.

**CHAWTON HOUSE LIBRARY**

England & Wales - Charity number 1026921

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# Accounts

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# **CHAWTON HOUSE LIBRARY**

**(A company limited by guarantee)**

**Company No. 02851718  
Charity Registered No. 1026921**

**REPORT OF THE TRUSTEES AND  
AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023**



The Granary  
Hones Yard  
Waverley Lane  
Farnham  
Surrey  
GU9 8BB

**CHAWTON HOUSE LIBRARY**

**CHAIR'S REPORT  
YEAR ENDED 31 DECEMBER 2023**

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## **CHAWTON HOUSE LIBRARY**

### **CHAIR'S REPORT YEAR ENDED 31 DECEMBER 2023**

#### **INTRODUCTION**

Chawton House celebrated its 20<sup>th</sup> anniversary in 2023. As with everything at Chawton House it was a milestone that tells a far greater story than at first appears. The history of the house, the Knight family and its collections go back five hundred and more years, taking in the value and importance to, and connection with, Jane Austen, whose brother Edward became its heir in c.1783. This led to Jane Austen, her mother Mrs Austen, her sister Cassandra and lifelong friend Martha Lloyd moving to live in Chawton in 1809. Chawton House, known to the Austens as "The Great House", was intimately known to Austen and formed part of the material and landscape inspirational settings for her six completed novels to make their way into the world.

Chawton House formally opened as a library and study centre for women's writing of the long 18<sup>th</sup> century, on 18<sup>th</sup> July 2003, a date deliberately chosen for its Jane Austen link as it marks the date of her death. Prior to that a vast scale ten-year restoration and foundation project had been undertaken after Chawton House ceased to be a private house and estate. Led by Dr Sandy Lerner, through the Bosack Kruger Foundation, this most significant act of sustained cultural philanthropy around the turn of the 21<sup>st</sup> century continued via ongoing support for 15 years. From 2017, Chawton House has been working towards financial independence and self-sufficiency, developing self-generated income with the aim of covering all core costs from its own resources. The achievement on this measure is a marked success: despite two severely pandemic-impacted years, our enterprise income has risen from 14% to a gratifying 77% of annual revenues. This is just one aspect of the wholesale transformation that has taken place recently, building on secure foundations to make an independent heritage house and estate a place of welcome, enterprise and education in all its forms, for now and for future generations.

We have developed every aspect of Chawton House, inside and out. It is a particular achievement of the admirably led garden and estate team that the gardens, parkland, woodland and footpaths through our farmland are now fully integrated into all our work. They have become an attraction in their own right, supported by comprehensive long-term plans, some addressed for the first time in several generations. The wealth of the visitor offer in the House itself is a tribute to our rich mix of expert staff, the incredible knowledge and dedication of the volunteer team, and the public aspects of the visiting scholar programme, whose secure position and reputation was the hallmark of Chawton House's success in its first 15 years, and which now flourishes with a focus on early career research and opportunity. Our anniversary academic event enabled us to look back with pride, as well as feel confident about the future of the scholarship that is yet to emerge from the depth and breadth of our collections – collections which now benefit from immaculate cataloguing and museum standard policies across books, paintings and objects.

None of this would have been possible without an energetic and sustained executive operation of remarkable commitment and good judgment. For a place that welcomes more than 20,000 visitors a year, including several thousand over each Snowdrop Day alone, and the calm yet notably productive Old Kitchen Tea Room served nearly 19,000 covers, Chawton House remains a place of gentle marvels. Embedding support for those at the early stages of their careers across all our work and outputs will continue to inform how we build and grow Chawton House, including encouraging all forms of creativity in response to our place and our collection. We aim to ensure that anyone who comes to Chawton House, in any capacity, will leave enriched by the experience.

I extend sincere thanks to all who have been part of Chawton House's 20<sup>th</sup> anniversary, whether visitor, reader, researcher, volunteer, team member or supporter, and invite all to continue with us as we move cheerfully forward.

**Louise Ansdell**  
**Chair**

## **CHAWTON HOUSE LIBRARY**

### **REPORT OF THE TRUSTEES**

The Trustees (who are also directors of the charitable company for the purposes of the Companies Act 2006), present their report with the financial statements of the charitable company for the year ended 31 December 2023.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable and in the UK and Republic of Ireland; FRS 102) issued in October 2019.

### **OBJECTIVES AND ACTIVITIES**

#### **Our Purpose and Activities**

The charitable objects of Chawton House Library are:

- a) To promote study and research into early women's literature.
- b) To protect, restore and preserve Chawton House and the surrounding estate for the benefit of the public.
- c) To advance the education of the public by creating and maintaining a working manor farm of the late eighteenth century at the property.

Chawton House Library gives particular focus to the first two charitable objects. The Charity's physical location at the edge of Chawton village provides opportunities to open up the estate further, to accommodate increased visitor numbers whilst preserving the character and attributes of the historic setting and the academic study centre offer. There is scope to provide further amenities to contribute to the local community.

### **ACHIEVEMENTS AND PERFORMANCE IN 2023 IN BRIEF**

#### **Public programme and exhibitions in 2023: Indoors and Outdoors through the year**

Our vision for the pursuit of our second charitable object takes the form of being an outward facing, welcoming organisation that shares generously with as many people as possible its extraordinary resources – of place, of history, of cultural life. The opening up of the house and grounds in new ways over recent years shows this vision in action.

Our year of regular events now begins, perhaps counter-intuitively, outdoors, with an Orchard Wassail in January and the hugely successful Snowdrop weekends in February. The flower displays outside continue as the spring moves forwards, supported by a Spring Flowers programme of snowdrops, blossom and bluebells, and daffodils, developing throughout the summer with the Walled Garden roses in full bloom. Walking across the estate and through the woodlands is popular year-round with both local and visiting people.

Our second Deidre le Faye Memorial Lecture given by Professor Janet Todd took place in January.

2023's first exhibition was *Quills and Characters* (March-September) – Dr Kim Simpson's fascinating survey of the art of letter writing, and the stories told by the manuscript letters in the Chawton House collection. Over 100 people attended a two-day online academic conference in September, with keynote talks from Professor Kathryn Sutherland and Professor Nicole Pohl. The public programme included onsite and online tours, calligraphy workshops, and online talks.

*Treasures of Chawton House* (September-May 2024), our second exhibition, celebrated the three stories we tell at Chawton House: the Knight family history – and particularly the history of the women of the family – the Jane Austen connection, and the story of early women's writing. It brought together stellar items from our collections, including from the Knight Collection: Edward Austen Knight's Grant of Arms, recently rediscovered, permitting his name change as part of his heirship to the Chawton and Godmersham estates; the Godmersham Park 1818 library catalogue; the 18<sup>th</sup>-century Knight family cookbook; 19<sup>th</sup>-century photographs of the Knight family; and recently-discovered garden journals and notebooks written by Knight family women. Our anniversary story was further told

## CHAWTON HOUSE LIBRARY

### REPORT OF THE TRUSTEES

through exhibiting some of the lodestars of our women's writing collection, including works by Marys Astell, Wollstonecraft and Shelley, Ann Radcliffe, Frances Burney and Maria Graham, and many, including first, Jane Austen editions. Jane Austen's Corelli music book, signed by her, received its first public display on record, as well as being researched, and played from as part of the anniversary work on such a significant volume. Music from the Corelli book formed part of December's concert celebration of Jane Austen's birthday, and there were regular Curatorial tours of the exhibition throughout the year. Chief Executive Katie Childs, Deputy Director Dr Kim Simpson and Curator and Collections Manager Emma Yandle led the *Treasures* anniversary project with characteristic skill and knowledge. The Long Gallery and Library host a regularly changing set of displays, often in collaboration with external researchers or creative practitioners. In the Library, we hosted an artist's takeover by historian, writer and illustrator Dr Eleanor Houghton in the Spring: *Inside Charlotte Brontë's Wardrobe*. The Long Gallery display was the work of the JASNA International Visitor, Jennifer Comerford, who curated a display on the rich array of cookery manuals in the collection as part of *Treasures*.

Continuing from previous years, we took part in an online collaborative event for International Women's Day along with Jane Austen's House, Elizabeth Gaskell's House and the Brontë Parsonage, and put on a programme of tours and talks for Alton Regency Week. In mid-July we held a long weekend of anniversary events that included literary, academic, historical, personal and social celebrations to mark our birthday. Outdoor theatre and film on the South Lawn during summer months played to larger, picnicking audiences who enjoyed *The Handlebards*, *A Midsummer Night's Dream*, Chapterhouse Theatre Company's *Sense and Sensibility*, The Lord Chamberlain's Men's *Romeo and Juliet* and Slapstick Picnic's *Peter Pan*, as well as a screening of *The Greatest Showman*, also allowing after hours enjoyment of the gardens in long summer evenings.

Our regular Gothic season each October spans both the literary Gothic and Halloween. The literary theme this year was "villains in power", with educational entertainment including an after-dark film screening of *Frankenstein* (1931), themed tours, suppers and a dramatic ghost story reading, an online talk delivered by a former Visiting Fellow, as well as the popular Halloween trails of the house and garden created by our Events Producer, some of them also after dark, for spooky half-term diversion.

Christmas Season, another heroic undertaking by the volunteer Christmas team who start their amazing work each spring, saw Chawton House's festive decorations reach new heights of creativity and delight, with hand-crafted and knitting decorations referencing childhood stories, carols, and seasonal celebration. Outside, the glimmering garden trail was prettier than ever, as evening visitors found the Walled Garden lit up, and twinkling, with animal filled woodland magic in the Wilderness.

Dr Kim Simpson's fee-free online Reading Group continued its monthly meetings, reading and discussing a broad range of works from the collection, including Frances Kemble's journals, Anne Brontë, Mary Shelley, Margaret Cavendish, Frances Burney, Aphra Behn and Jane Austen.

Space does not allow for a full record of the more than fifty workshops, tours, and special events, including a hugely popular season of midweek roasts provided by our incredible Old Kitchen Tea Room team; suffice it to say that the year was fuller than it has ever been for public facing work. As our Tea Room and estate are open to all, without entry to the house or to the gardens, the visitor numbers do not reflect the total number of individuals who have enjoyed their time at Chawton House this year.

## CHAWTON HOUSE LIBRARY

### REPORT OF THE TRUSTEES

#### Collections and Research in 2023

2023 continued our steady stream of acquisitions. We do not have a dedicated acquisitions budget, so additions to our collection rely on generosity from supporters, for which we maintain ongoing gratitude.

Our faithful supporters at GLOSS (Godmersham Lost Sheep Society, whose mission is to seek out books previously dispersed from the Knight libraries at Godmersham Park and Chawton House and to return them to Chawton House) found and acquired two such works: A first edition of Thomas Wildman's *A treatise on the management of bees; wherein is contained the natural history of those insects [...]* (London: T. Cadell, 1768) and Eugene Labaume's *A circumstantial narrative of the campaign in Russia, embellished with plans of the battles of Moscow and Malo-Jaroslavitz. [...] Translated from the latest French edition, by Edmund Boyce, Esq.* (London: Samuel Leigh, 1815).

GLOSS were also the enablers of the acquisition of a 3<sup>rd</sup>, very rare book: the first French translation of Mary Robinson's novel *The False Friend*, published the same year as the original in 1799 - *Le faux ami. Traduit de l'Anglais sur la seconde édition / par Mme Robinson*. (Paris: chez Migneret & Desenne an VII, 1799). 4 vols. Only one other copy of this book is recorded in a public collection in the United Kingdom.

Following its short-term loan to our Quills & Characters exhibition, Richard Ford generously donated an 1831 manuscript letter from acclaimed novelist Jane Porter to her publisher Henry Colburn.

Simon Downing generously donated The Barrett Family archive of journals, papers, artworks and ephemera produced by female members of the Barrett family of Oxfordshire, from 1821 onwards, converting this unusual resource from long-term loan to part of our permanent collections.

There were two important collections moments in 2023, which brought internationally significant items into public ownership. A musical manuscript once owned and signed by Jane Austen, and stamped Chawton House, was found by descendants of Edward Austen Knight's family: Domenico Corri's *A select collection of choice music for the harpischord or piano forte [...]* Vol I (Edinburgh: Corri & Sutherland, c.1790). Placing the book at Chawton House led to performances inspired by the work, and new scholarship, including the discovery of handwritten notation (possibly in Austen's hand), as well as allowing for extensive public access. We were also delighted to have been assessed as the most suitable place to receive the Maria Graham collection - some of which has been on loan - as part of HMG's Acceptance in Lieu Scheme. This demonstrates scale of the transformation in collections management at Chawton House, and we are indebted to Robert Graham, who requested that we be considered for the deposit.

Nine residential visiting fellows came to Chawton House this year, in three cohorts. We remain grateful for the support of the Ardeola Trust to enable us to continue this programme. This year's scholars and their varied research areas were:

Rose McKean (York): 18<sup>th</sup>-century chapbooks; Eliza Homes (Harvard): rural women; Francesca Blanch-Serrat (Universitat Autònoma de Barcelona) representations of age in women writers' self-presentation; Hannah Wilson (Cambridge): courtship gift exchange and coercion; Louise Willis (King's London): the Brontës and "vital energies"; Emma Stanbridge (Keele): writers' letter compilations and literary biography; Alex Creighton (U.C. Berkeley): Austen Family music books and musical education for young women; Kristina Decker (University College, Cork): Mary Delany; Jingyue Wu (Shanghai Tech University): secret histories and the reformation of manners movement

The JASNA International Visitor was Jennifer Comerford (Northwestern University). Further to her curation of a display as part of *Treasures of Chawton House* she gave a well-attended and charming digital talk in December: 'Jane Austen's Pancakes'.

## **CHAWTON HOUSE LIBRARY**

### **REPORT OF THE TRUSTEES**

Carol Knight has continued her long project cataloguing the Knight Collection, containing some volumes as ancient as the 16<sup>th</sup> century, a family library that extends through estate records, texts in foreign languages, and books acquired by Edward Austen Knight on his Grand Tour (his portrait hangs in the Dining Room), to the 20<sup>th</sup> century.

The Chawton House Collection comprises 10,200 titles across various collections, including manuscripts of which one is in Jane Austen's own hand. This collection is an extraordinary and singular resource enabling vast research opportunities in support of our first charitable object. Online resources include a full catalogue and 80 transcribed novels, some by well-known names, some by anonymous authors. Over the last two decades Chawton House has provided an unparalleled setting for scholarly research into both well-known and under-sung heroines of female literary endeavour from, broadly, 1660-1860, with some later specific onward acquisitions through the Brontës to Gertrude Jekyll. The Knight Collection comprises 1,900 titles and combines the retained works from Godmersham Park's library (and its catalogue) and the library from Chawton House itself. This library collection is kindly lent to us by Richard Knight. We are the chosen recipient of Deirdre Le Faye's archive, which continues to provide valuable to Jane Austen studies researchers as well as being the record of her long and scholarly career.

The Upper Reading Room accommodates up to six scholars and readers to work with both the primary texts and extensive secondary collection. The Visiting Fellow programme encourages applications from early career scholars, where Chawton House can further provide opportunities for public engagement with the scholarship and research produced.

#### **People at Chawton House**

As at 31 December 2023 there was a team of **25** staff members, FTE **14**, many of whom are young and whose imagination and vigour complements the senior team members. The commitment and dedication of all those involved earns high praise and appreciation, and the warm welcome provided by staff and volunteers is popular with visitors, with many direct and online accolades. Executive and financial leadership of the Chawton House team has again been exceptional.

The essential, valuable, and valued volunteer team expanded during the year, and now numbers **73**. Volunteers contributed across house, garden, collections and library functions, as guides, book conservers, gardeners and more, and with countless skills that range from historical research, IT, fabric maintenance, second-hand book sales, the creation of the Christmas displays, and even making craft items for sale in our shop.

The Board of Trustees met quarterly during the year, with additional individual contributions being made where relevant, outside of meetings.

#### **Commercial Trading Income**

Trading income from commercial activity has continued to grow, and now exceeds our pre-pandemic levels by 39%. In all the circumstances, £257,104 (2022: £228,559) is impressive, representing a 12% increase and 39% of our total income (2022: 38%). The opportunities for increasing trading income through increased private hire, weddings, and other commercial enterprise remain available for development. The contribution to commercial income made by the Old Kitchen Tea Room team has been particularly strong. Our retail offer includes bespoke items by renowned London jewellery makers, Tatty Devine.

#### **Donated, grant income and non-commercial trading income**

Income from admissions was £167,054 and saw a 22% increase from 2022 [*£137,297*], making up 25% of our total income. Grant income was £52,605 in 2023 [2022: *£85,292*]. We gratefully received funding from the Ardeola Trust, enabling the expansion of the Visiting Fellows programme and upgrading the residential accommodation used by scholars. We remain so appreciative of the generous support from many individuals across the world. Especial thanks are due to our North American Friends of Chawton House for their consistent and effective fundraising energies. Donations of acquisitions and the value of those funds are not included in these figures.

## **CHAWTON HOUSE LIBRARY**

### **REPORT OF THE TRUSTEES**

The Stables and Coach House Cottage continue to be let to residential tenants, and there are further rents from farming tenants. A leisure letting offer was developed during 2023, for formal launch in early 2024.

#### **Financial operations in brief**

Our commercial vision for Chawton House is to cover the majority of basic running costs by self-generated income. This remains a realistic aim on which Chawton House can and should place some reliance. The trading loss is due to the necessary and overdue investment in the estate, woodlands and gardens. The revenue benefits of this investment are however already being seen. The ongoing high cost of energy and supplies and the impacts of cost-of-living issues on secondary spending have contributed to the outturn. We try hard to maintain all our prices to affordable levels, to limit the barriers to access to Chawton House.

#### **Public benefit in 2023**

In shaping our objectives for the year and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

We built on the public benefit changes prompted by 2020's restrictions, and continued to promote greater use of our gardens, land and woodlands. The footpaths across our land include well-used walking routes through historic and ancient woodland, as well as the parkland route between the villages of Chawton and Farringdon, and the Writers' Way, St Swithun's and Jane Austen trails. An estate wide tree survey and consequent work, together with a long-term parkland plan ensure longer term good stewardship of the public benefit of the land for which we are responsible.

This builds on our public benefit we provide through our historic setting, bringing to life the context within which our women writers, and Jane Austen herself, lived and worked. Access to the house and grounds enables visitors to benefit from the physical and social legacy of the Knight family's unbroken links with Chawton House over five hundred years, including our own collection of paintings and works of art. The provision of accessible specialist library resources for individual researchers, educational visits, and as part of publicly available literary and cultural heritage continues to be core to our mission.

The variety of events has continued to significantly expand the ways in which we provided public benefit during 2023. The extent to which Chawton House has maintained its growing local audience during the year helps us to be confident that our public benefit will continue to increase for those close to us geographically, as well as for national and international audiences.

We foster research and understanding of early women writers, restoring them to their rightful place in the history of English literature and enabling them to speak directly to - and inspire - future generations. The Library's unique collection of women's writing is accessible to anyone who wishes to use it. Many of the works in the collection were neglected, and the research being undertaken at Chawton House is helping to put these books and their authors back on the intellectual map.

#### **Financial review**

The year under review saw income increase by 9%, despite external pressure on visitor and supporter pockets. Costs remained tightly managed in line with the financial management plans and constant good financial management. The formal deficit is due largely to cost increases, and unavoidable expenditure from reserves to maintain fabric, estate condition and good land stewardship and for long term sustainability. Depreciation, being a more notional cost, forms the largest portion of the stated trading loss. Cashflow pressure towards the end of the year led to our seeking short term bridging finance, generously provided on favourable terms, and for which repayment plans are in place. Trustees continue to implement a programme of financially prudent stewardship and re-organisation, together with contingency planning including managing any contingent liabilities that may crystallise.

Financial results for the year are shown on page 15.

## **CHAWTON HOUSE LIBRARY**

### **REPORT OF THE TRUSTEES**

#### **Reserves policy**

The reserves policy of the charity is to maintain sufficient reserves to provide support for the charitable company's activities. Reserves were inevitably the resource from which to manage cashflow on necessary expenditure.

The charity held cash reserves of £55,708 on 31 December 2023 [2022: £99,928]. The trustees consider that this figure is at the margin of operation for the reserves policy, and the reserves position has improved materially to the time of approval of these accounts.

#### **Risk management**

Risk management policies continue to be operated and kept under review.

#### **Plans for the Future**

The strategic aim remains to create a widely known and notable literary and heritage destination, with local, national and international appeal. The Charity will continue to exploit and expand opportunities to work collaboratively with the heritage, tourism, academic and educational resources. There has been a transformation of digital reach and potential in a short space of time, embedding the international reach of our work but acknowledging that this has to be a responsive part of the programme to match quickly changing audience behaviour. There has also been a marked expansion in local connections. The mutual benefit of these operations will assist to inform and shape future planning. Supporting young careers across every sphere of the organisation will continue to be developed and embedded.

The Trustees recognise that this will require responsible management of the operation of the charitable company and its finances, positive outcomes to targeted grant and other funding applications in support of the increase in our public benefit, and the development of a firmly sustainable self-financing business model. The Trustees' view is that the charitable company is making secure progress towards this aim, with positive progress to date and a measure of optimism going forwards, notwithstanding the challenges of rising fuel, food and staffing costs.

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### **Governing document**

Chawton House Library ("Chawton House") is a charitable company limited by guarantee. Incorporated on 3 September 1993 (registration number 02851718) and registered as a charity on 6 October 1993 (registration number 1026921). Chawton House was formed under a Memorandum of Association that established its objects and powers. It is governed under its Articles of Association by a board whose members are directors for the purposes of company law and Trustees for the purposes of Charity law. The names of the members of the board who served during the year and up to the date of this report are set out on page 9. Chawton House Library uses the name 'Chawton House'. New Trustees may be appointed by an ordinary resolution of the charitable company, or by a decision of the board of Trustees. Any Trustee appointed by the board only holds office until the next following Annual General Meeting of the Library but may then be eligible for re-election. Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 December 2023 was seven.

**CHAWTON HOUSE LIBRARY**

**REPORT OF THE TRUSTEES**

**Related parties**

**Patrons, Friends and Volunteers**

The Trustees remain grateful for the continued advice and support of the Library's patrons:

- |                                   |                                 |
|-----------------------------------|---------------------------------|
| Dr Sandy Lerner (Founding Patron) | Dame Mary Fagan DCVO, JP        |
| Miss Joanna Trollope CBE          | Mr Alan Titchmarsh MBE, VMH, DL |
| Ms Joanna Barker MBE              | Professor Karen O'Brien         |
| Professor Michèle Roberts         | Mr Nigel Humphreys              |
| Ms Claire Tomalin FRSL            | Mrs June Parkinson              |
| Professor Isobel Grundy           | Professor Janet Todd OBE        |
| Professor Cora Kaplan             | Mrs Gilly Drummond OBE DL       |
| Professor Richard Ovenden         |                                 |

We are pleased to acknowledge the assistance provided by the Friends of Chawton House Library and North American Friends of Chawton House. We are grateful to our volunteer network.

**Connected organisations**

The Library is connected with two non-profit corporations incorporated in Massachusetts:

- The Leonard X. Bosack and Bette Kruger Charitable Foundation, Inc ("the Foundation")
- North American Friends of Chawton House ("NAFCH")

Chawton House received direct donations from NAFCH during the year. The Trustees are grateful to these bodies for their continuing support of Chawton House and for the advice and assistance provided by the respective Boards and their officers.

**Auditors**

TC Group are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Approved by order of the board of Trustees on **25th September 2024** ..... and signed on their behalf by:



.....  
**Mrs Louise Ansdell**

## CHAWTON HOUSE LIBRARY

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Directors and Trustees

The directors of the charitable company (the Charity) are its Trustees for the purpose of Charity law. The Trustees and officers serving during the year and since the year-end were as follows:

Mrs Louise Ansdell (Chair)  
Professor Ros Ballaster (appointed 22<sup>nd</sup> July 2023)  
Ms Joanna Barker MBE (appointed September 2024)  
Mr Rishi Bhattacharya (resigned 4<sup>th</sup> March 2023)  
Mr Richard Knight  
Mr Simon Knight  
Mrs Anne McMeehan Roberts  
Mrs Sue Saville  
Professor Fiona Stafford (resigned 22<sup>nd</sup> July 2023 )

**Company Secretary:** Ms K E Childs

**Registered Office:** Chawton House  
Chawton  
Alton  
Hampshire  
GU34 1SJ

**Company Number:** 02851718

**Charity Registered Number:** 1026921

**Auditors:** TC Group  
The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

**Solicitors:** Paris Smith LLP  
Number 1  
London Road  
Southampton  
SO15 2EA

**Bankers:** National Westminster Bank plc  
3 London Street  
Old Market Square  
Basingstoke  
Hampshire  
RG21 7NS

## **CHAWTON HOUSE LIBRARY**

### **STATEMENT OF TRUSTEES' RESPONSIBILITIES**

#### **Trustees' responsibilities**

The Trustees (who are also directors of Chawton House Library 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 2019 (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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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.

## CHAWTON HOUSE LIBRARY

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY

#### Opinion

We have audited the financial statements of Chawton House Library (the 'charitable company') for the year ended 31 December 2023 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes numbered 1 to 25. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard *102 The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2023 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

## **CHAWTON HOUSE LIBRARY**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY**

#### **Other information**

The other information comprises the information included in the Trustees' Annual Report. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Trustees' Annual Report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## CHAWTON HOUSE LIBRARY

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

The objectives of our audit, in respect to fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection Regulation (GDPR); fraud; bribery and corruption; and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any. The identified actual or suspected non-compliance was not sufficiently significant to our audit to result in our response being identified as a key audit matter.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charitable company's operations, the control environment and financial performance.
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

**CHAWTON HOUSE LIBRARY**

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF CHAWTON HOUSE LIBRARY**

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included: testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Mark Cummins FCCA (Senior Statutory Auditor)**

**For and on behalf of TC Group**

Statutory Auditor  
Office: Sussex

Date: .....

TC Group is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

## CHAWTON HOUSE LIBRARY

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2023

	Note	Unrestricted funds £	Restricted funds £	2023 Total funds £	2022 Total funds £
<b>Income and endowments from:</b>					
Donations and legacies	2	149,317	-	149,317	154,376
Charitable activities	4	167,054	-	167,054	137,297
Other trading activities	5	257,104	-	257,104	228,559
Investments	6	79,574	-	79,574	81,392
<b>Total</b>		<u>653,049</u>	<u>-</u>	<u>653,049</u>	<u>601,624</u>
<b>Expenditure on:</b>					
Raising funds	7	147,275	-	147,275	161,727
Charitable Activities	8				
The estate and gardens		165,223	-	165,223	189,361
Library and academia		145,704	-	145,704	151,365
The property and collection		253,693	-	253,693	236,007
<b>Total</b>		<u>(711,895)</u>	<u>-</u>	<u>(711,895)</u>	<u>(738,460)</u>
Transfers between funds		-	-	-	-
<b>Net income/(expenditure) / Net movement in funds</b>		<u>(58,846)</u>	<u>-</u>	<u>(58,846)</u>	<u>(136,836)</u>
<b>Reconciliation of Funds:</b>					
Total funds brought forward		<u>8,105,626</u>	<u>107,174</u>	<u>8,212,800</u>	8,349,636
<b>Total funds carried forward</b>		<u>8,046,780</u>	<u>107,174</u>	<u>8,153,954</u>	<u>8,212,800</u>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

The notes on pages 18 to 28 form an integral part of these financial statements.

**CHAWTON HOUSE LIBRARY**

**BALANCE SHEET  
AS AT 31st DECEMBER 2023**

	Note	2023 £	2022 £
<b>Fixed assets</b>			
Tangible assets	15	5,764,496	5,801,015
Heritage assets	16	<u>2,366,606</u>	<u>2,355,181</u>
		<b>8,131,102</b>	<b>8,156,196</b>
<b>Current assets</b>			
Stocks	17	16,777	7,379
Debtors	18	19,000	31,614
Cash at bank and in hand		<u>55,708</u>	<u>99,928</u>
Total Current Assets		<b>91,485</b>	<b>138,921</b>
<b>Liabilities</b>			
Creditors: Amounts Falling Due Within One Year	19	<u>(68,633)</u>	<u>(82,317)</u>
<b>Net Current Assets</b>		<b>22,852</b>	<b>56,604</b>
<b>Total Assets Less Current Liabilities</b>		<u><b>8,153,954</b></u>	<u><b>8,212,800</b></u>
<b>Net Assets</b>		<u><b>8,153,954</b></u>	<u><b>8,212,800</b></u>
<b>Funds of The Charity:</b>	<b>21</b>		
<b>Restricted Funds</b>		<u>107,174</u>	<u>107,174</u>
Unrestricted Funds		<u>7,212,627</u>	<u>7,271,473</u>
Revaluation reserve		<u>834,153</u>	<u>834,153</u>
<b>Total unrestricted funds</b>		<u><b>8,046,780</b></u>	<u><b>8,105,626</b></u>
<b>Total Funds</b>		<u><b>8,153,954</b></u>	<u><b>8,212,800</b></u>

These 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 Board of Trustees on 25th September 2024 and are signed on their behalf by



.....

**Mrs Louise Ansdell**  
**Trustee**

Company registration number 02851718

The notes on pages 18 to 28 form an integral part of these financial statements.

**CHAWTON HOUSE LIBRARY****CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2023****Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	<b>2023</b>	2022
	£	£
<b>Net income/(expenditure)(as per the statement of financial activities)</b>	<b>(58,846)</b>	(136,836)
<b>Adjustments for:</b>		
Depreciation charges	<b>39,170</b>	42,108
Interest from investments	<b>(374)</b>	(148)
(Increase)/decrease in stocks	<b>(9,398)</b>	1,236
(Increase)/decrease in debtors	<b>12,614</b>	1,057
Increase/(decrease) in Creditors	<b>(13,684)</b>	4,594
	<u><b>(30,518)</b></u>	<u>(87,989)</u>
<b>Net Cash Outflow from Operating Activities</b>	<u><b>(30,518)</b></u>	<u>(87,989)</u>

**Cash Flow Statement**

	<b>2023</b>	2022
	£	£
<b>Cash flows from operating activities:</b>		
<b>Net cash used in operating activities</b>	<u><b>(30,518)</b></u>	<u>(87,989)</u>
<b>Cash flows from investing activities:</b>		
Interest from investments	<b>374</b>	148
Purchase of property, plant and equipment	<b>(14,076)</b>	(1,320)
	<u><b>(13,702)</b></u>	<u>(1,172)</u>
<b>Net cash used in investing activities</b>	<u><b>(13,702)</b></u>	<u>(1,172)</u>
<b>Change in cash and cash equivalents in the reporting period</b>	<b>(44,220)</b>	(89,161)
Cash and cash equivalents at the beginning of the period	<u><b>99,928</b></u>	<u>189,089</u>
<b>Cash and cash equivalents at the end of the reporting period</b>	<u><b>55,708</b></u>	<u>99,928</u>

The notes on pages 18 to 28 form an integral part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**1 Accounting Policies**

**Basis of Accounting**

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 Republic of Ireland (FRS 102)(effective 1 January 2019) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chawton House Library meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

**Income**

All income is recognised in the Statement of Financial Activities once the charitable company has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Allocation and apportionment of costs**

Support costs are allocated by charitable activity in proportion to the budgeted costs for each area.

Any expenses in connection with the assistance are classified as Volunteers Expenses. The value of the volunteers' time has not been calculated.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life as follows:

Plant and machinery	- at 20% & 25% on cost
Long leasehold property	- over life of lease

Long leasehold property is held on a 125 year lease expiring in 2115 with annual rent of a peppercorn.

Investment properties for which fair value can be measured reliably are measured at fair value at each reporting date with changes in fair value recognised in 'net gains/(losses) on investments in the Statement of Financial Activities'.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023**

**1 Accounting Policies (continued)**

**Tangible fixed assets (continued)**

Annual impairment reviews are carried out on behalf of the Trustees in respect of those assets which are not depreciated. This review involves a comparison of the current carrying amount of the fixed asset with its recoverable amount. Where the recoverable amount is lower than the carrying amount the asset is considered to be impaired and an impairment loss is recognised in the Statement of Financial Activities.

The cost of refurbishment of properties owned by the charitable company is capitalised and included within fixed assets where the work represents an addition to the property, or an improvement. The cost of repairs and maintenance is written off as incurred.

**Heritage assets**

Heritage assets comprise paintings, antiques and books. Painting and antiques are acquired by the charitable company in furtherance of the charitable objects and for public benefit. Books are acquired to extend the charitable company's collection of Early Women's writing and for public benefit. Paintings and antiques are maintained in good condition and are subject to restoration when necessary. Books are maintained securely and at temperatures that aid preservation in good condition, and are subject to an ongoing conservation programme.

All heritage assets are recorded in a database which is reviewed annually and in accordance with the SORP, no depreciation is charged on assets which are considered to have an indefinite useful life. Consequently, no depreciation is provided on paintings and antiques, or books and manuscripts. These items are subject to annual impairment reviews.

Access to paintings and antiques is available to all visitors to Chawton House. Books are accessed by Visiting Fellows and other academics, and to book specialists on written request.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Taxation**

The charitable company is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company.

Designated funds are unrestricted funds of the charitable company which the Trustees have decided at their discretion to set aside for a specific purpose.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting Policies (*continued*)

**Donations**

Donations are recognised on entitlement. Donations of fixed assets are included in the accounts at values provided by the donor or at market value, if valued within 12 months of the date of the donation. Donated goods and services are included as income at the equivalent market value. An equal cost is also included in the accounts.

**Going Concern**

Based on the continued increase in the proportion of income generated from trading and other commercial activities, and taking account of the financial performance of the organisation up to the date of signing these accounts, including significant grant capture and trading performance during 2024 to date, the Trustees have unanimously concluded that Chawton House Library is a going concern. Underpinned and driven by organisational strength and competency the business model has been transformed and advanced, leading to the diversification and development of the enterprise in all areas, with demonstrable flexibility and exploitation of opportunity. Commercial revenue is supported by grants and donations that permit investment in onward growth and sustainability, as well as partial funding for specific projects and some core costs. The charity's capital base remains secure, although almost entirely illiquid. The Trustees keep this conclusion under regular review.

**Accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

2 Income from donations and legacies	2023	2022
	£	£
Donations and transition funds	44,925	57,672
NAFCHL donations	33,681	2,619
Gift aid	5,037	6,905
Grants received (see note 3 below)	52,605	85,292
Income in kind	11,425	-
Subscriptions	1,644	1,888
	<u>149,317</u>	<u>154,376</u>

Income from donations and legacies was £149,317 (2022 - £154,375) of which £nil (2022 - £66,657) was attributable to restricted and £149,317 (2022 - £87,718) was attributable to unrestricted funds.

Income in kind relates to the donation of paintings to the charity.

3 Grants received	2023	2022
	£	£
Rural Payments Agency – Country Stewardship Support	7,605	9,394
Other grants	-	25,898
The Ardeola Charitable Trust	45,000	50,000
	<u>52,605</u>	<u>85,292</u>

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

4 Charitable activities	2023	2022
	£	£
Library admissions	161,686	135,162
Garden admissions	1,461	1,633
Educational admissions	3,907	502
	<u>167,054</u>	<u>137,297</u>

Income from charitable activities was £167,054 (2022 - £137,297) of which £nil (2022 - £nil) was attributable to restricted and £167,054 (2022 - £137,297) was attributable to unrestricted funds.

5 Other trading activities	2023	2022
	£	£
Retail and Catering income	179,120	173,355
Rent, room hire and related income	54,944	21,893
Academic, educational and library events	23,040	33,221
	<u>257,104</u>	<u>228,599</u>

Income from other trading activities was £257,104 (2022 - £228,599) of which £nil (2022 - £nil) was attributable to restricted and £257,104 (2022 - £228,599) was attributable to unrestricted funds.

6 Investment income	2023	2022
	£	£
Rents received	79,200	81,244
Deposit account interest	374	148
	<u>79,574</u>	<u>81,392</u>

7 Raising funds	2023	2022
	£	£
Costs of sales	75,287	74,942
Support costs	71,988	86,785
	<u>147,275</u>	<u>161,727</u>

Expenditure on raising funds was £147,275 (2022 - £161,727) of which £nil (2022 - £nil) was attributable to restricted and £147,275 (2022 - £161,727) was attributable to unrestricted funds.

8 Analysis of expenditure on charitable activities	Direct costs	Support costs	TOTAL
	£	£	£
The estate and gardens	143,465	21,758	165,223
Library and academia	119,348	26,356	145,704
The property and collection	215,584	38,109	253,693
	<u>478,397</u>	<u>86,223</u>	<u>564,620</u>

Expenditure on charitable activities was £564,620 (2022 - £576,733) of which £nil (2022 - £59,309) was attributable to restricted and £564,620 (2022 - £517,424) was attributable to unrestricted funds.

## CHAWTON HOUSE LIBRARY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

9 Allocation of support costs	Raising funds	The estate and gardens	Library and academia	The property and collection	Total
	£	£	£	£	£
Wages	56,417	3,634	3,634	3,635	67,320
Social security	2,344	639	639	639	4,261
Meetings & conferences	-	221	221	442	884
Insurance	-	2,732	2,732	5,463	10,927
Utilities	1,482	3,641	6,854	9,752	21,729
Office expenses	5,773	4,484	4,711	5,206	20,174
Staff costs	394	124	185	184	887
Sundry	1,921	1,921	3,019	6,314	13,175
Pensions	228	228	228	228	912
Governance (note 10)	2,726	2,726	2,725	2,725	10,902
Bank charges	703	1,408	1,408	3,521	7,040
<b>Total</b>	<b>71,988</b>	<b>21,758</b>	<b>26,356</b>	<b>38,109</b>	<b>158,211</b>

The support costs are allocated by charitable activity in proportion to the budgeted cost for each area.

10 Analysis of governance costs	2023	2022
	£	£
Auditor's remuneration	9,000	9,000
Professional fees and Memberships	1,902	3,212
<b>Total</b>	<b>10,902</b>	<b>12,212</b>

11 Net income/(expenditure) for the year	2023	2022
	£	£
<b>This is stated after charging:</b>		
Depreciation – Owned Assets	39,178	41,292
Auditor's Remuneration:		
- Statutory audit	9,000	9,000
- Non audit services	2,734	2,904

### 12 Trustees' remuneration and benefits

None of the Trustees received remuneration or other benefits for services rendered during the year (2022 - £nil). None of the Trustees' received reimbursed expenses in 2023 (2022 – one) totalling £nil (2022 - £970).

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

<b>13 Analysis of staff costs and emoluments</b>	<b>2023</b>	2022
	£	£
Wages and salaries	<b>385,446</b>	386,127
Social security costs	<b>21,305</b>	22,227
Other pension costs	<b>6,082</b>	6,348
	<u><b>412,833</b></u>	<u>414,702</u>
<b>Staff numbers:</b>		
Average Monthly Number of Contracted Staff	<u><b>25</b></u>	<u>26</u>

There were no employees with emoluments above £60,000 (2022 - none).

The key management personnel of the charity comprises the Chief Executive and the Deputy Director. The remuneration of key management personnel (including employer's national insurance contributions and employer's pension contributions) was £113,194 (2022: £112,989).

Volunteers contribute to the charitable company by way of welcoming visitors, acting as tour guides and room stewards, undertaking book conservation and working to maintain the estate.

**14 Corporation taxation**

The charitable company is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

**15 Tangible assets**

	Investment property	Long leasehold property	Plant and machinery	Total
	£	£	£	£
<b>Cost:</b>				
At 1 January 2023	<b>2,375,000</b>	<b>4,598,869</b>	<b>188,850</b>	<b>7,162,719</b>
Additions	-	-	<b>2,651</b>	<b>2,651</b>
<b>At 31 December 2023</b>	<u><b>2,375,000</b></u>	<u><b>4,598,869</b></u>	<u><b>191,501</b></u>	<u><b>7,165,370</b></u>
<b>Depreciation:</b>				
At 1 January 2023	-	<b>1,177,313</b>	<b>184,391</b>	<b>1,361,704</b>
Charge for the year	-	<b>36,791</b>	<b>2,379</b>	<b>39,170</b>
<b>At 31 December 2023</b>	-	<u><b>1,214,104</b></u>	<u><b>186,770</b></u>	<u><b>1,400,874</b></u>
<b>NET BOOK VALUE:</b>				
<b>At 31 December 2023</b>	<u><b>2,375,000</b></u>	<u><b>3,384,765</b></u>	<u><b>4,731</b></u>	<u><b>5,764,496</b></u>
<b>At 31 December 2022</b>	<u>2,375,000</u>	<u>3,421,556</u>	<u>4,459</u>	<u>5,801,015</u>

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

15 Tangible assets (*continued*)

The long-leasehold property relates to the depreciated historic cost of the charitable company's acquisition of Chawton House, which is leased from the family of Mr R. Knight on a peppercorn rent until 2115. Due to the nature of the restrictions within the lease, the Trustees consider the property to have no residual value to the Charity and therefore the long leasehold property is being depreciated in full over the life of the lease.

The investment property relates to freehold property adjacent to Chawton House, which the Charity rents to tenants in order to generate funds for charitable use. A formal valuation was undertaken on 7 September 2021 by CKS Consulting. The valuation of the investment property was assessed to be £2,375,000. The Trustees have considered the value of the investment property as at 31/12/2023 and deem the valuation of £2,375,000 remains appropriate.

16 Heritage assets

	Paintings and antiques £	Books and manuscripts £	Total £
<b>Cost:</b>			
At 1 January 2023	304,582	2,050,599	2,355,181
Additions	11,425	-	11,425
<b>At 31 December 2023</b>	<b>316,007</b>	<b>2,050,599</b>	<b>2,366,606</b>
<b>NET BOOK VALUE:</b>			
<b>At 31 December 2023</b>	<b>316,007</b>	<b>2,050,599</b>	<b>2,366,606</b>
<b>At 31 December 2022</b>	<b>304,582</b>	<b>2,050,599</b>	<b>2,355,181</b>

17 Stocks

	2023 £	2022 £
Stock for resale	13,147	5,874
Other stock	3,630	1,505
	<b>16,777</b>	<b>7,379</b>

18 Debtors

	2023 £	2022 £
Trade debtors	7,981	13,081
Accrued income	3,723	8,447
Prepayments	7,296	10,086
	<b>19,000</b>	<b>31,614</b>

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

<b>19 Creditors: amounts falling due within one year</b>	<b>2023</b>	2022
	£	£
Trade creditors	14,267	12,444
Other creditors	11,529	11,210
Accruals and deferred income	42,837	58,663
	<u>68,633</u>	<u>82,317</u>

<b>20 Deferred income</b>	<b>2023</b>	2022
	£	£
At 1 January 2023	22,150	29,468
Additions during the year	6,854	12,618
Amounts released to income	(22,150)	(19,936)
<b>At 31 December 2023</b>	<u>6,854</u>	<u>22,150</u>

Deferred income as at 31 December 2023 comprises advanced income in relation to wedding and rental income in respect of 2024.

**21 Analysis of charitable funds**

**Analysis of movement in unrestricted funds**

	Balance 1 Jan 2023	Income/gains	Expenditure	Transfer	Balance 31 Dec 2023
	£	£	£	£	£
General fund	(92,532)	653,049	(641,359)	-	(80,842)
Designated Capital Fund	7,330,260	-	(36,791)	-	7,293,469
Designated Bench Fund	33,745	-	(33,745)	-	-
Revaluation reserve	834,153	-	-	-	834,153
	<u>8,105,626</u>	<u>653,049</u>	<u>(711,895)</u>	<u>-</u>	<u>8,046,780</u>

**Analysis of movement in unrestricted funds – previous year**

	Balance 1 Jan 2022	Income/gains	Expenditure	Transfer	Balance 31 Dec 2022
	£	£	£	£	£
General fund	17,098	534,967	(641,206)	(3,391)	(92,532)
Designated Capital Fund	7,367,051	-	(36,791)	-	7,330,260
Designated Bench Fund	34,899	-	(1,154)	-	33,745
Revaluation reserve	834,153	-	-	-	834,153
	<u>8,253,201</u>	<u>534,967</u>	<u>(679,151)</u>	<u>(3,391)</u>	<u>8,105,626</u>

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

21 Analysis of charitable funds (*continued*)

The General Fund represents funds available for the charitable company’s purposes as set out in the governing documents of the Charity.

The Designated Capital Fund represents the tangible and heritage assets held by the charitable company. Each year the annual depreciation charge in respect of the long leasehold property is deducted from this fund. The transfer in the year has ensured the fund covers the full net book value of all fixed and heritage assets held.

The Designated Major Repairs Fund represents funds available for the upkeep of the charitable company’s fixed assets. This fund was transferred to the general fund during the previous year as it is not expected to be utilized in the near term.

The Designated Bench Fund represented funds donated through the North American Friends of Chawton House in support of an appeal to raise resources to construct, install and maintain seating throughout the grounds of Chawton House.

The Revaluation Reserve represents the difference between the historic cost and revalued cost of the investment property following the revaluations undertaken by the Trustees in 2017, and CKS Consulting in 2021.

**Analysis of movement in restricted funds**

	Balance 1 Jan 2023	Income	Expenditure	Transfer	Balance 31 Dec 2023
	£	£	£	£	£
Book Conservation Fund	8,148	-	-	-	8,148
Painting Restoration Fund	3,636	-	-	-	3,636
Culture Recovery Fund	54,209	-	-	-	54,209
Ardeola Charitable Trust	17,524	-	-	-	17,524
Building renovation EHDC – “In Austen’s Footsteps”	7,000	-	-	-	7,000
	<u>16,657</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>16,657</u>
Restricted funds	<u>107,174</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>107,174</u>

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

21 Analysis of charitable funds (*continued*)

Analysis of movement in restricted funds – previous year

	Balance 1 Jan 2022	Income	Expenditure	Transfer	Balance 31 Dec 2022
	£	£	£	£	£
Book Conservation Fund	8,148	-	-	-	8,148
Painting Restoration Fund	3,636	-	-	-	3,636
Outdoor Lighting Fund	(706)	-	-	706	-
Culture Recovery Fund	54,209	-	-	-	54,209
Ardeola Charitable Trust	26,833	50,000	(59,309)	-	17,524
Building renovation	7,000	-	-	-	7,000
EHDC – “In Austen’s Footsteps”	-	16,657	-	-	16,657
Website Development	(2,685)	-	-	2,685	-
Restricted funds	<u>96,435</u>	<u>66,657</u>	<u>(59,309)</u>	<u>3,391</u>	<u>107,174</u>

The Restricted funds are available for future expenditure in relation to specific activities and projects that the charitable company will undertake.

The Book Conservation Fund represents funds of last resort to repair/conservate books.

The Painting Restoration Fund represents funds of last resort to repair/conservate art works.

The Outdoor Lighting Fund represents funds received from the South Downs National Park Authority for flexible outdoor lighting to run evening and winter outdoor events.

The Culture Recovery Fund (grant funding via the NLHF) represents funds held to cover essential costs due to loss of income because of forced closure during the pandemic.

The Website Redevelopment Fund relates to funding from Foyle Foundation for the cost of re-designing the Chawton House website.

The Ardeola Charitable Trust Fund grant contributed to the salary costs of the Deputy Director for the period August 2021 – August 2022, as well as project costs for the Visiting Fellowship.

The Building Renovation Fund is a restricted donation received from an anonymous North American donor for the purposes of maintaining the building.

The EHDC Fund is support for the “In Austen’s Footsteps” project.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2023

22 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed Assets	-	5,764,496	-	5,764,496
Heritage Assets	-	2,366,606	-	2,366,606
Cash and current investments	(51,466)	-	107,174	55,708
Current Assets	35,777	-	-	35,777
Current Liabilities	(68,633)	-	-	(68,633)
<b>At 31 December 2023</b>	<b>(84,322)</b>	<b>8,131,102</b>	<b>107,174</b>	<b>8,153,954</b>

Analysis of net assets between funds – previous year

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed Assets	-	5,801,015	-	5,801,015
Heritage Assets	-	2,355,181	-	2,355,181
Cash and current investments	(7,786)	-	107,174	99,928
Current Assets	38,993	-	-	38,993
Current Liabilities	(82,317)	-	-	(82,317)
<b>At 31 December 2022</b>	<b>51,110</b>	<b>8,156,196</b>	<b>107,174</b>	<b>8,212,800</b>

23 Contingent Liabilities

Two former employees were members of a multi-employer pension scheme, which potentially exposed the charitable company to liability in the event of underfunding of the scheme. The charitable company is not, and has no intention of becoming a member of any other multi-employer pension scheme. Arrangements for a resolution without material financial impact between the involved organisations are in progress.

24 Related party transactions

Trustees remuneration and benefits have been detailed in note 12 of the financial statements. Donations were received in the year totalling £4,327 from four trustees (2022 - £2,900 from two trustees). Income was received by the charity from two trustees totalling £1,152 for the use of the shop and tea room as well as attendance of events (2022 - £124 from one trustee). One trustee rented the flat at Chawton House from the period 30 December 2023 to 2 January 2024 at a rate of £240 per night. This is the commercial rate of the flat rental.

25 Company information

Chawton House Library is a charitable company registered in England and Wales. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £10 per member of the charitable company.

**CHAWTON HOUSE LIBRARY**

England & Wales - Charity number 1026921

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# Accounts

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# **CHAWTON HOUSE LIBRARY**

**(A company limited by guarantee)**

**Company No. 02851718  
Charity Registered No. 1026921**

**REPORT OF THE TRUSTEES AND  
AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022**

**tc** accounts · tax · legal · financial planning

The Granary  
Hones Yard  
Waverley Lane  
Farnham  
Surrey  
GU9 8BB

**CHAWTON HOUSE LIBRARY**

**TRUSTEES REPORT  
YEAR ENDED 31 DECEMBER 2022**

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## CHAWTON HOUSE LIBRARY

### TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022

Chawton House is an extraordinary place with a remarkable history. The freehold ownership is with the Knight family, nearly 500 years of unbroken succession. Chawton House has a special link to Jane Austen, whose brother Edward inherited the Chawton estate, and in 1809 provided a cottage for his sisters and mother there. This brought Jane Austen to the village, from where her novels made their way out into the world. Chawton House provides a place of rich cultural and natural heritage for our local community and is part of any pilgrimage to Jane Austen's Hampshire for visitors, scholars, and audiences across the world. For the last 30 years, Chawton House has been looked after by a charitable company founded to preserve the house and grounds for the benefit of the public and to be a research library for the study of writing in English by women of the long 18<sup>th</sup> century.

Over 5 years, Chawton House has transformed itself, broadening access, adding activities and strengthening impact. Notwithstanding two years of significant disruption brought about by the pandemic, the charity has established business and working models that enable it to generate more income. Visitor numbers have risen from under 1,000 in 2017 to c20,000. In 2017, 14% of revenues were achieved through self-generated income. That figure has increased each year, now 74% of our income is self-generated, up 10% on 2021.

Chawton House has made much investment in the gardens, parkland, and what it offers on the outside, complementing the transformation work inside the house completed in 2020. As well as new parkland walking routes, outdoor theatre and film seasons, Gothic, Halloween and Christmas light trails, a tremendous amount of tree management and reasonable estate management work has taken place throughout 2022 to provide a safe and well-managed foundation on which to deliver new ten-year parkland and garden plans. The digital offer and social media reach grew again. 2022 was our second year of welcoming back residential Visiting Fellows who undertake independent research, supported by the Ardeola Trust. The Visiting Fellowship is just one part of a revived Academic and Learning programme, and it is the innovative programming of this which was rewarded with the prestigious Frances Garnham Award for Excellence in Heritage Education in November.

The rich variety of outdoor activities and experiences was complemented by our indoor exhibitions – *A Costume of Sport* and *Trailblazers*, a celebration of 18<sup>th</sup> century women's travel writing and those writers' contributions to medicine, archaeology, war reporting and more. We were also thrilled to start a collaboration with Tatty Devine, on a jewellery range inspired by Chawton House and our women writers.

As a talisman event to demonstrate our place in both literary and heritage landscapes, 2022 was rounded off beautifully with the long-term loan of a unique copy of Jane Austen's *Emma*, presented by the author to her friend, Anne Sharpe. It is a mark of the transformation of not only the visitor operation, but how the collections are managed and presented to the public that the owner and Peter Harrington Books (who kindly brokered the loan) felt Chawton House was the ideal organisation to manage the care and presentation of this treasured copy to the public for the very first time.

In early 2023 we published an edition of "The New Female Spectator", our own journal that has been part of our enterprise for twenty years. This records a past year of enormous achievement and output across every aspect of our public facing activity. 2022 was also a year of much other work, investment, and progress.

## **CHAWTON HOUSE LIBRARY**

### **TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022**

The dedication of the staff and volunteer teams is as admirable as it is impressive, and all involved at Chawton House recognise, and are grateful to, our many supporters around the world.

**Louise Ansdell**

#### **Chair**

The Trustees (who are also directors of the charitable company for the purposes of the Companies Act 2006), present their report with the financial statements of the charitable company for the year ended 31 December 2022.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable and in the UK and Republic of Ireland; FRS 102) issued in October 2019.

### **OBJECTIVES AND ACTIVITIES**

#### **Our Purpose and Activities**

The charitable objects of Chawton House Library are:

- a) To promote study and research into early women's literature
- b) To protect, restore and preserve Chawton House and the surrounding estate for the benefit of the public
- c) To advance the education of the public by creating and maintaining a working manor farm of the late eighteenth century at the property

The Trustees and Executive intend to formally seek approval for an updating of the wording of the third charitable purpose to reflect the reality of managing 250 acres of historic parkland and woodland in the 21<sup>st</sup> century. Therefore, we meet this third object by responsibly and sustainably managing the historic parkland and woodland for the purpose of safe and fulfilling public access and engagement, nature and heritage restoration, and environmental sustainability.

#### **Achievements and Performance in 2022 in brief**

After the two pandemic years we returned to welcoming visitors full time and at appropriate times of year, Chawton House is now open 7 days per week. Financial performance on self-generated income against core costs has been sound, and we are proud to have collaborated with jewellery maker Tatty Devine, including some exclusive items, for a fresh creative take on women writers.

Significant investment in the estate, vital after decades of minimal attention, was unavoidable and a clear demonstration of the transformation of management of the whole organisation. After a wildlife survey in 2021 declared the popular Minglewood Woods a "sterile wildlife environment" and a tree survey identified multiple cases which presented an imminent threat to people, property or the A32, it was clear urgent and financially painful decisions had to be taken. The work was completed the week before Storm Eunice, which undoubtedly reduced the damage and potential to cause serious injury or loss of life during that once-in-a-generation weather event. Our demonstrable improvements in parkland and woodland management have paid dividends. When faced with widespread damage throughout Minglewood Woods following Storm Eunice, we were supported by individual donors and

## CHAWTON HOUSE LIBRARY

### TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022

the Parish Council to make the area safe. This levered in additional community funding from the local authority, as well as support-in-kind from local groups. By the end of 2022, the whole of Adela Copse in Mingledown was re-planted using trees acquired by Chawton Women's Institute, and a planting day that saw every teacher and public at Chawton Primary School plant a tree. Mingledown Woods are now our community woodland, as we successfully turn what could have been a devastating situation into something which will benefit our community for years to come and implement strategic and sustainable management of that woodland for the first time since the 1920s.

We were delighted to receive Historic Houses' Frances Garnham Award for Excellence in Heritage Education in recognition of the calibre of the educational and outreach work done; this was particularly gratifying as our programme was in its 1<sup>st</sup> year. Very pleasingly, and for a 4<sup>th</sup> year running, we have won Visit England's Hidden Gem award, and, again, achieved TripAdvisor's Traveller's Choice designation.

The long loan of the highest price Jane Austen volume ever sold marks the certainty that Chawton House is a place of cultural significance in the national life of this country.

#### **Public programme and exhibitions in 2022: Indoors and Outdoors through the year**

Our vision for the pursuit of our charitable objects takes the form of being an outward facing, welcoming organisation that shares generously with as many people as possible its extraordinary resources – of place, of history, of cultural life. The opening up of the house and grounds in new ways over the last 3-4 years shows this vision in action.

Our year now begins, perhaps counter-intuitively, outdoors, with Orchard Wassail in January and the Snowdrop season weekends in February. The flower displays outside, from cyclamen, and then daffodils - the fruition of large-scale planting project in the pandemic - was supported by the end of the popular *Botanical Women* exhibition. Sold out Botanical Afternoon Teas brought cheer to January and a stormy February, before a glorious Easter weekend where we welcomed record visitor numbers for family-focused trails inside and outside the House. Our mix of ancient and newer roses bloomed spectacularly in 2022 and perhaps the Wassail worked as we were rewarded with an excellent apple crop, most of which we sent for cider production. 2022 saw the production of the first ever batch of Chawton House cider, now an award-winning artisan cider. Our gardens provide constant and changing horticultural interest and enable us to provide an extended programme of outdoor tours and activities in line with our commitment to increasing engagement. 2022 also saw the completion of a 3-year project, funded by our generous North American Friends of Chawton House, to install 30 new benches at focal points around our grounds.

Our first Deidre le Faye Memorial Lecture took place in January given by Dr Gillian Dow and work continued to process her enormous archive and book collection.

We created a house-wide *Borrowers* trail over the summer, in celebration of 70 years since the publication of Mary Norton's classic, and the 30<sup>th</sup> anniversary of the filming of the BBC TV adaptation, filmed at Chawton House.

Chawton House marked HM Queen Elizabeth's Platinum Jubilee in May with the planning of a new copse.

2022's first exhibition, *A Costume of Sport*, exhibited paintings, clothing, equipment, and documents from the Regency to the 20<sup>th</sup> century and also covered the sporting history of Chawton House itself,

## CHAWTON HOUSE LIBRARY

### TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022

using many of our own items together with items on loan, from Marylebone Cricket Club, Hampshire Cultural Trust and the Knight family.

In July, we hosted the shortlisted four maquette statues for the first ever commissioned sculpture of Aphra Behn, playwright, poet and pioneer, and held a Summer Special weekend of activities, events and tours.

Outdoor theatre and film on the South Lawn during summer months played to large, picnicking audiences, who were delighted by The Lord Chamberlain's Men's *As You Like It*, Handelbards' *Twelfth Night*, Slapstick Picnic's *The Importance of Being Earnest* and Chapterhouse Theatre Company's *Pride and Prejudice*, alongside well attended outdoor picnic cinema evenings.

Our second exhibition, *Trailblazers, women travel writers and the exchange of knowledge* was a tour de force exploration of women's travel writing during the long 18<sup>th</sup> century, including the scientific and social knowledge exchanges of such household names as Lady Mary Wortley Montague, Lady Hester Stanhope and Mary Wollstonecraft. As ever, we drew richly on our own collection, and secured loans from National Archives, Wolverhampton Art Gallery, Sheffield City Archives, Kent Archives, Camden Local Archives and Study Centre, the Geological Society of London and private collectors. The exhibition was complemented by a lecture series, pairing a talk about the 18<sup>th</sup> century writer with a modern counterpart in the same knowledge area. Our thanks to those who generously gave their time and expertise: Professor Isobel Grundy, Professor Helen McShane, Dr Sophie Hay, Dr Gillian Dow, Bethan McKernan, Bee Rowlatt and Åsa Elzén.

Gothic season each October celebrates Halloween and introduces audiences to the literary Gothic that is one of the strengths of the Chawton House collection. An exhibition display - *Fearful Futures: Omens and Premonitions* in the Long Gallery – featured works by Mary Wollstonecraft, Mary Shelley, and Charlotte Brontë and was complemented with digital scholarly talks. A new children's trail was constructed in the garden, plus costumed house and garden tours, and Gothic suppers after dark provided well-visited activities for autumn half term week.

The Long Gallery hosts a regularly changing set of displays, this year including a study of the variety and richness of book-bindings.

Christmas Season, another heroic undertaking by a volunteer Christmas team which had been working since the spring, saw Chawton House decorated with pantomime themed displays, including a stunning velvet beanstalk climbing the main staircase, complete with a tiny Jack, a Santa's workshop and Peter Pan and Wendy flying into the Oak Room. Outside, there was a magical Christmas lights trail, taking the walled garden, including fairy-lit giant vegetables, and the Wilderness led visitors on a glowing pathway of woodland creatures.

Our fee-free online Reading Group continued its monthly meetings onsite and online, reading and discussing works by Mary Shelley, Maria Edgeworth, Mary Brunton, Eliza Heywood, Margaret Cavendish and more. Team members were also involved in outreach visits to schools.

Space does not allow for a full record of the workshops, tours, or the special events created by our incredible Old Kitchen Tea Room team; suffice it to say that the year was fuller than it has ever been for public facing work, with a busy and successful hospitality offer alongside.

As our Old Kitchen Tea Room and estate are open to all, without entry to the house or to the gardens, the visitor numbers do not reflect the total number of individuals who have enjoyed their time at Chawton House this year. The Tea Room has gone from strength-to-strength, gaining a reputation for afternoon teas and affordable, good quality lunches and a very warm welcome. This, group tours and

## CHAWTON HOUSE LIBRARY

### TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022

the private hire offer have all contributed to the improvements in earned income. They also demonstrate the success of our continued investment in early career talent, recruiting and training staff as General Assistants to support events, tea room, catering and front-of-house. This commitment to continue to provide opportunities for local young people and to train them in a variety of transferable skills will be a feature of our work in the future.

#### Collections and Research in 2022

Acquisitions for the collection have continued. We used our first public fundraising campaign for an acquisition to buy Mary Wollstonecraft's *Posthumous Works* (London: J.Johnson, 1798). The campaign created an opportunity for donors to participate in Chawton House's first audiobook, and included the commissioning of an exclusive Mary Wollstonecraft pendant to add to our Tatty Devine X Chawton House collaboration.

With the support of GLOSS (Godmersham Lost Sheep Society) and individual donors we were delighted to acquire one of only 3 known copies of the very rare 1<sup>st</sup> and only edition of Charlotte Smith's *Manon L'Escault: or, The Fatal Attachment, a French Story* (London: T.Cadell, 1786).

GLOSS also enabled us to retrieve the Godmersham Library copies of Gilbert White's *The Natural History and Antiquities of Selbourne* (London: T. Bensley, 1789) and Christopher Cellarius' *Notitia orbis antiqui, sive geographia plenior* (Cambridge & Amsterdam: 1703-1706)

Elizabeth Adela Knight's Bible, a gift upon her marriage in 1866, was deaccessioned by Jane Austen's House and transferred to our collection as a more suitable home, for which we extend our thanks to the Trustees of Jane Austen's House. An Austen-associated acquisition was donated by a private collector: volume I of Uvedale Price's *An Essay on the Picturesque as compared with the Sublime and the Beautiful* (London: J. Robson, 1794), owned by Anne Lefroy. Alongside historic additions, we continued to add to our reference collection with donations of newly published academic editions and criticism on early women's writing.

With the valuable help of Peter Harrington, rare book dealer, we now have a 1<sup>st</sup> edition of Jane Austen's 3 volume *Emma* (London: John Murray, 1816), presented by the publisher at the author's request to Anne Sharp, Godmersham Park's governess. It is the only signed presentation copy of an Austen novel and has been loaned on a long-term basis to Chawton House by its new owner, to whom we extend our most grateful thanks.

Six residential visiting fellows came to Chawton House this year, in two cohorts, researching women's walking in the 18<sup>th</sup> century; Aphra Behn, Madeleine de Scudéry and Translation; women satirists of the early 18<sup>th</sup> century; travelogues and letters authored by women in colonial settings, especially the West Indies; 18<sup>th</sup> century women's writing about Ireland and the sea; the materiality and book history of philanthropic texts. We remain grateful for the support of the Ardeola Trust to enable us to reintroduce and build on this well-regarded programme.

A volunteer led long project continues to catalogue the Knight Collection, some volumes as ancient as the 16<sup>th</sup> century.

2022's interns at Chawton House funded by Oxford University worked on the cataloguing of the Deidre le Faye collection, display expansion and curation skills using works focussing on women's voices in abolitionism.

## **CHAWTON HOUSE LIBRARY**

### **TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022**

The Chawton House Collection comprises 12,000 volumes, including manuscripts of which one is in Jane Austen's own hand. This collection is an extraordinary and singular resource enabling vast research opportunities in support of our first charitable object. Online resources include a full catalogue and 80 transcribed novels, some by well-known names, some anonymous women authors. Over the last two decades Chawton House has provided the unparalleled setting for scholarly research into both well-known and under-sung heroines of female literary endeavour from, broadly, 1600-1860, with some later specific onward acquisitions through the Brontës to Gertrude Jekyll. The Knight Collection comprises 3,000 books and combines the retained works from Godmersham Park's library (and its catalogue) and the library from Chawton House itself. This is a family library, kindly lent to us by Richard Knight, that extends through estate records, texts in foreign languages, books acquired by Edward Austen Knight on his Grand Tour (his portrait hangs in the Dining Room) right through to the 20<sup>th</sup> century. We continue to be grateful to the late Deidre Le Faye for entrusting us with parts of her library, her papers and archive, and unparalleled Austen research collection.

The Upper Reading Room enables up to six scholars and readers to work on both the primary texts and extensive secondary collection. The Visiting Fellow programme encourages applications from early career scholars, where Chawton House can further provide opportunities for public engagement with the scholarship and research. Readers are welcome by appointment throughout the year.

#### **People at Chawton House**

At 31 December 2022 there was an increased team of 26 staff members (*11 FTE*) many of whom are young and whose imagination and vigour complements the senior team members. The commitment and dedication of all those involved earns high praise and appreciation, and the warm welcome provided by staff and volunteers is popular with visitors, with many direct and online accolades. Executive and financial leadership of the Chawton House team has again been exceptional.

An essential, valuable and valued volunteer team of 60 volunteers contributed across house, garden, collections and library functions, as well as being the creators of the Christmas displays, and the re-makers of enormous curtains.

The Board of Trustees met quarterly during the year, with additional individual contributions being made outside of meetings where relevant for individual Trustees' areas of skill and expertise.

#### **Commercial Trading Income**

Trading income from commercial activity has continued to grow, and now exceeds our pre-pandemic levels. In all the circumstances, £228,559 (*2021: £174,653*) is impressive, representing a 31% increase and 38% of our total income. The opportunities for increasing trading income through increased private hire, weddings, and other commercial enterprise remain available for development. The contribution to commercial income made by the Old Kitchen Tea Room team has been particularly strong.

#### **Donated, grant income and non-commercial trading income**

Most in person visitors donate their entry fees, 2022's £137,298 income from admissions saw a 53% increase in income over 2021 [*£89,707*], and is 23% of our total income. Grant income was lower in 2022 at £85,292 [*2021: £122,056*], representing a positive trend as the charity seeks to move away from reliance on donated and grant income to self-fund our core activities.

The Stables and Coach House Cottage were let to residential tenants, and there are further rents from farming tenants.

## **CHAWTON HOUSE LIBRARY**

### **TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022**

We received funding from the Ardeola Trust, with our thanks and gratitude, enabling in particular the investment in the Visiting Fellows programme. We remain so appreciative of the generous support from many individuals across the world. Special thanks are due to our North American Friends of Chawton House for their consistent and effective fundraising energies.

#### **Financial operations in brief**

Our commercial vision for Chawton House is that it will be capable of meeting most of its basic running costs from self-generated income. This remains a realistic aim, two disrupted years notwithstanding, on which Chawton House can and should place some reliance. The trading loss is due to the necessary and overdue investment in the estate, woodlands and gardens. The revenue benefits of this investment are however already being seen.

#### **Public benefit in 2022**

In shaping our objectives for the year and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

We built on the public benefit changes prompted by 2020's restrictions, and continued to promote greater use of our gardens, land and woodlands. The footpaths across our land include well used walking routes through historic and ancient woodland, as well as the parkland route between the villages of Chawton and Farringdon, and the Writers' Way, St Swithun's and Jane Austen trails. An estate wide tree survey and consequent work, together with a long-term parkland plan ensures longer term good stewardship of the public benefit of the land for which we are responsible.

This builds on our public benefit through the historic settings bringing to life the context within which our women writers, and Jane Austen herself, lived and worked. Access to the house and grounds which enables visitors to benefit from the physical and social legacy of the Knight family's unbroken links with Chawton House over 500 years, and to benefit from our own collection of paintings and works of art.

The variety of events has continued to significantly expand the ways in which we provide public benefit during 2022. The extent to which Chawton House has found a larger and repeating local audience during the year, helps us to be confident that our public benefit will continue to increase.

We foster research and understanding of early women writers, restoring them to their rightful place in the history of English literature and enabling them to speak directly to - and inspire - future generations. The Library's unique collection of women's writing is accessible to anyone who wishes to use it. Many of the works in the collection were neglected, and the research being undertaken at Chawton House is helping to put these books and their authors back on the intellectual map.

#### **Financial review**

The year under review saw income increase, with positive adjustments across sources of income. Costs remained tightly managed in line with the plans and constant good financial management. The formal deficit is due to estate expenditure and investment requirements to ensure public safety and benefit, good land stewardship and for long term sustainability. Trustees continue to implement a programme of financially prudent stewardship and re-organisation, together with contingency planning including managing any contingent liabilities that may crystallise.

Financial results for the year are shown on page 16.

## **CHAWTON HOUSE LIBRARY**

### **TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022**

#### **Reserves policy**

The reserves policy of the charity is to maintain sufficient reserves in order to provide support for the charitable company's activities. Given the imperative of estate expenditure some support from reserves was inevitable.

The charity held cash reserves of £99,928 at 31 December 2022 (2021: £189,089). Trustees consider the charity to be operating within the reserves policy.

#### **Risk management**

Risk management policies continue to be kept under review.

#### **Plans for the Future**

The strategic aim remains to create a widely known and notable literary and heritage destination, with local, national, and international appeal. The Charity will continue to exploit and expand opportunities to work collaboratively with the heritage, tourism, academic and educational resources. There has been a transformation of digital reach and potential in a short space of time, embedding the international reach of our work but acknowledging that this has to be a responsive part of the programme to match quickly changing audience behaviour. There has also been a marked expansion in local connections. The mutual benefit of these operations will assist to inform and shape future planning.

The Charity's physical location at the edge of Chawton village provides opportunities to open up the estate further, to accommodate increased visitor numbers whilst preserving the character and attributes of the historic setting and the academic study centre offer. There is also scope to provide further amenities to contribute to the local community.

The Trustees recognise that this will require responsible management of the operation of the charitable company and its finances, positive outcomes to grant and other funding applications in support of the development of a sustainable business model, whilst remaining open to scholars and visitors, where safe to do so. The Trustees' view is that the charitable company remains in transition period towards this aim, with positive progress to date and a measure of optimism going forwards, tempered by the uncertainties of the conditions created by the pandemic, and rising fuel, food and staffing costs.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

Chawton House Library ("Chawton House") is a charitable company limited by guarantee. Incorporated on 3 September 1993 (registration number 02851718) and registered as a charity on 6 October 1993 (registration number 1026921). Chawton House was formed under a Memorandum of Association that established its objects and powers. It is governed under its Articles of Association by a board whose members are directors for the purposes of company law and Trustees for the purposes of Charity law. The names of the members of the board who served during the year and up to the date of this report are set out on page 9. Chawton House Library uses the name 'Chawton House'. New Trustees may be appointed by an ordinary resolution of the charitable company, or by a decision of the board of Trustees. Any Trustee appointed by the board only holds office until the next following Annual General Meeting of the Library, but may then be eligible for re-election. Members of the

## **CHAWTON HOUSE LIBRARY**

### **TRUSTEES REPORT YEAR ENDED 31 DECEMBER 2022**

charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 December 2022 was seven.

#### **Related parties**

##### **Patrons, Friends and Volunteers**

The Trustees remain grateful for the continued support of the Library's patrons:

Dr Sandy Lerner (Founding Patron)  
Mrs Joanna Barker  
Mrs Gilly Drummond OBE DL  
Dame Mary Fagan DCVO, JP  
Professor Isobel Grundy  
Mr Nigel Humphreys  
Professor Cora Kaplan  
Professor Karen O'Brien  
Professor Richard Ovenden  
Mrs June Parkinson  
Professor Michèle Roberts  
Mr Alan Titchmarsh MBE, VMH, DL  
Professor Janet Todd OBE  
Ms Claire Tomalin FRSL  
Miss Joanna Trollope CBE

We are pleased to acknowledge the assistance provided by the Friends of Chawton House Library and North American Friends of Chawton House. We are grateful to our volunteer network.

##### **Connected organisations**

The Library is connected with two non-profit corporations incorporated in Massachusetts:

- The Leonard X. Bosack and Bette Kruger Charitable Foundation, Inc ("the Foundation")
- North American Friends of Chawton House ("NAFCH")

Chawton House received direct donations from NAFCH during the year. The Trustees are grateful to these bodies for their continuing support of Chawton House and for the advice and assistance provided by the respective Boards and their officers.

## CHAWTON HOUSE LIBRARY

### REFERENCE AND ADMINISTRATIVE DETAILS

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Directors and Trustees

The directors of the charitable company (the Charity) are its Trustees for the purpose of Charity law. The Trustees and officers serving during the year and since the year-end were as follows:

Mrs L Ansdell (Chair)  
Mr R E B Knight  
Mr R Bhattacharya (retired June 2023)  
Mr S Knight  
Mrs A McMeehan Roberts  
Mrs S Saville  
Professor F Stafford (appointed March 2022, retired June 2023)  
Professor Ros Ballaster (appointed July 2023)

**Company Secretary:** Miss K E Childs

**Registered Office:** Chawton House  
Chawton  
Alton  
Hampshire  
GU34 1SJ

**Company Number:** 02851718

**Charity Registered Number:** 1026921

**Auditors:** TC Group  
The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

**Solicitors:** Paris Smith LLP  
Number 1  
London Road  
Southampton  
SO15 2EA

**Bankers:** National Westminster Bank plc  
3 London Street  
Old Market Square  
Basingstoke  
Hampshire  
RG21 7NS

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

**Trustees' responsibilities**

The Trustees (who are also directors of Chawton House Library 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 2019 (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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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.

**Auditors**

TC Group are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Approved by order of the board of Trustees on ..... and signed on their behalf by:



.....  
**Mrs Louise Ansdell – Trustee**

## CHAWTON HOUSE LIBRARY

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY

#### Opinion

We have audited the financial statements of Chawton House Library (the 'charitable company') for the year ended 31 December 2022 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes numbered 1 to 24. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2022 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the director with respect to going concern are described in the relevant sections of this report.

## **CHAWTON HOUSE LIBRARY**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY**

#### **Other information**

The other information comprises the information included in the Trustees' Annual Report. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Trustees' Annual Report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## CHAWTON HOUSE LIBRARY

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

The objectives of our audit, in respect to fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection Regulation (GDPR); fraud; bribery and corruption; and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any. The identified actual or suspected non-compliance was not sufficiently significant to our audit to result in our response being identified as a key audit matter.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charitable company's operations, the control environment and financial performance.
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

**CHAWTON HOUSE LIBRARY**

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF CHAWTON HOUSE LIBRARY**

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included: testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Mark Cummins FCCA (Senior Statutory Auditor)**

**For and on behalf of TC Group**

Statutory Auditor  
Office: Sussex

Date: .....

TC Group is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

## CHAWTON HOUSE LIBRARY

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2022

	Note	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>Income and endowments from:</b>					
Donations and legacies	2	225,016	66,657	<b>291,673</b>	280,134
Other trading activities	4	228,559	-	<b>228,559</b>	174,653
Investments	5	81,392	-	<b>81,392</b>	78,776
<b>Total</b>		<u>534,967</u>	<u>66,657</u>	<u><b>601,624</b></u>	<u>533,563</u>
<b>Expenditure on:</b>					
Raising funds	6	161,727	-	<b>161,727</b>	126,979
Charitable Activities	7				
The estate and gardens		167,155	22,206	<b>189,361</b>	191,110
Library and academia		148,258	3,107	<b>151,365</b>	149,640
The property and collection		202,011	33,996	<b>236,007</b>	207,487
<b>Total</b>		<u>(679,151)</u>	<u>(59,309)</u>	<u><b>(738,460)</b></u>	<u>(675,216)</u>
Transfers between funds	20	(3,391)	3,391	-	
<b>Net income/(expenditure) / Net movement in funds</b>		<u>(147,575)</u>	<u>10,739</u>	<u><b>(136,836)</b></u>	<u>(141,653)</u>
<b>Reconciliation of Funds:</b>					
Total funds brought forward		<u><b>8,253,201</b></u>	<u><b>96,435</b></u>	<u><b>8,349,636</b></u>	<u>8,491,289</u>
<b>Total funds carried forward</b>		<u><u><b>8,105,626</b></u></u>	<u><u><b>107,174</b></u></u>	<u><u><b>8,212,800</b></u></u>	<u><u>8,349,636</u></u>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

The notes on pages 19 to 29 form an integral part of these financial statements.

**CHAWTON HOUSE LIBRARY**

**BALANCE SHEET  
AS AT 31st DECEMBER 2022**

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible assets	14	5,801,015	5,841,803
Heritage assets	15	<u>2,355,181</u>	<u>2,355,181</u>
		<b>8,156,196</b>	<b>8,196,984</b>
<b>Current assets</b>			
Stocks	16	7,379	8,615
Debtors	17	31,614	32,671
Cash at bank and in hand		<u>99,928</u>	<u>189,089</u>
		<b>138,921</b>	<b>230,375</b>
<b>Liabilities</b>			
Creditors: Amounts Falling Due Within One Year	18	<u>(82,317)</u>	<u>(77,723)</u>
<b>Net Current Assets</b>		<b>56,604</b>	<b>152,652</b>
<b>Total Assets Less Current Liabilities</b>		<u><b>8,212,800</b></u>	<u><b>8,349,636</b></u>
<b>Net Assets</b>		<u><b>8,212,800</b></u>	<u><b>8,349,636</b></u>
<b>Funds of The Charity:</b>	<b>20</b>		
<b>Restricted Funds</b>		<u>107,174</u>	<u>96,435</u>
Unrestricted Funds		7,271,473	7,419,048
Revaluation reserve		834,153	834,153
<b>Total unrestricted funds</b>		<u><b>8,105,626</b></u>	<u><b>8,253,201</b></u>
<b>Total Funds</b>		<u><b>8,212,800</b></u>	<u><b>8,349,636</b></u>

These 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 Board of Trustees on ..... and are signed on their behalf by



.....

**Mrs Louise Ansdell**  
**Trustee**

Company registration number 02851718

The notes on pages 19 to 29 form an integral part of these financial statements.

**CHAWTON HOUSE LIBRARY****CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2022****Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	<b>2022</b>	2021
	£	£
<b>Net income/(expenditure)(as per the statement of financial activities)</b>	<b>(136,836)</b>	(141,653)
<b>Adjustments for:</b>		
Depreciation charges	<b>42,108</b>	43,212
Interest from investments	<b>(148)</b>	(10)
(Increase)/decrease in stocks	<b>1,236</b>	6,065
(Increase)/decrease in debtors	<b>1,057</b>	(11,181)
Increase/(decrease) in Creditors	<b>4,594</b>	21,645
	<hr/>	<hr/>
<b>Net Cash Outflow from Operating Activities</b>	<b>(87,989)</b>	(81,922)

**Cash Flow Statement**

	<b>2022</b>	2021
	£	£
<b>Cash flows from operating activities:</b>		
<b>Net cash used in operating activities</b>	<b>(87,989)</b>	(81,922)
	<hr/>	<hr/>
<b>Cash flows from investing activities:</b>		
Interest from investments	<b>148</b>	10
Purchase of property, plant and equipment	<b>(1,320)</b>	(2,201)
	<hr/>	<hr/>
<b>Net cash used in investing activities</b>	<b>(1,172)</b>	(2,191)
	<hr/>	<hr/>
<b>Change in cash and cash equivalents in the reporting period</b>	<b>(89,161)</b>	(84,113)
Cash and cash equivalents at the beginning of the period	<b>189,089</b>	273,202
	<hr/>	<hr/>
<b>Cash and cash equivalents at the end of the reporting period</b>	<b>99,928</b>	189,089

The notes on pages 19 to 29 form an integral part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**1 Accounting Policies**

**Basis of Accounting**

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 Republic of Ireland (FRS 102)(effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chawton House Library meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

**Income**

All income is recognised in the Statement of Financial Activities once the charitable company has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Allocation and apportionment of costs**

Support costs are allocated by charitable activity in proportion to the budgeted costs for each area.

Any expenses in connection with the assistance are classified as Volunteers Expenses. The value of the volunteers' time has not been calculated.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life as follows:

Plant and machinery	- at 20% & 25% on cost
Long leasehold property	- over life of lease

Long leasehold property is held on a 125 year lease expiring in 2115 with annual rent of a peppercorn.

Investment properties for which fair value can be measured reliably are measured at fair value at each reporting date with changes in fair value recognised in 'net gains/(losses) on investments in the Statement of Financial Activities'.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022**

**1 Accounting Policies (continued)**

**Tangible fixed assets (continued)**

Annual impairment reviews are carried out on behalf of the Trustees in respect of those assets which are not depreciated. This review involves a comparison of the current carrying amount of the fixed asset with its recoverable amount. Where the recoverable amount is lower than the carrying amount the asset is considered to be impaired and an impairment loss is recognised in the Statement of Financial Activities.

The cost of refurbishment of properties owned by the charitable company is capitalised and included within fixed assets where the work represents an addition to the property, or an improvement. The cost of repairs and maintenance are written off as incurred.

**Heritage assets**

Heritage assets comprise paintings, antiques and books. Painting and antiques are acquired by the charitable company to enhance the setting of the charitable company. Books are acquired to extend the charitable company's collection of Early Women's writing. Paintings and antiques are maintained in good condition and are subject to restoration when necessary. Books are maintained securely and at temperatures that aid preservation in good condition, and are subject to an ongoing conservation programme.

All heritage assets are recorded in a database which is reviewed annually and in accordance with the SORP, no depreciation is charged on assets which are considered to have an indefinite useful life. Consequently, no depreciation is provided on paintings and antiques, or books and manuscripts. These items are subject to annual impairment reviews.

Access to paintings and antiques is available to all visitors to Chawton House. Books are accessed by Visiting Fellows and other academics, and to book specialists on written request.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Taxation**

The charitable company is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company.

Designated funds are unrestricted funds of the charitable company which the Trustees have decided at their discretion to set aside for a specific purpose.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

1 Accounting Policies (*continued*)

**Donations**

Donations are recognised on entitlement. Donations of fixed assets are included in the accounts at values provided by the donor or at market value, if valued within 12 months of the date of the donation. Donated goods and services are included as income at the equivalent market value. An equal cost is also included in the accounts.

**Going Concern**

Based on the continued increase in the proportion of income generated from trading and other commercial activities, and taking account of the financial performance of the organisation up to the date of signing these accounts, the Trustees have unanimously concluded that Chawton House Library is a going concern. Underpinned and driven by organisational strength and competency the business model has been transformed and advanced, leading to the diversification and development of the enterprise in all areas, with demonstrable flexibility and exploitation of opportunity. Commercial revenue is supported by grants and donations that permit investment in onward growth and sustainability. The charity's capital base remains secure, although almost entirely illiquid. The Trustees keep this conclusion under regular review.

**Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

2 Income from donations and legacies

	2022	2021
	£	£
Donations and transition funds	57,672	30,334
NAFCHL donations	2,619	31,883
Gift aid	6,904	3,226
Grants received (see note 3 below)	85,292	122,056
Subscriptions	1,888	2,928
Admissions	137,298	89,707
	<u>291,673</u>	<u>280,134</u>

Income from donations and legacies was £291,673 (2021 - £280,134 ) of which £66,657 (2021 - £92,242) was attributable to restricted and £225,016 (2021 - £187,892) was attributable to unrestricted funds.

## CHAWTON HOUSE LIBRARY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

<b>3</b>	<b>Grants received</b>	<b>2022</b>	<b>2021</b>
		£	£
	Rural Payments Agency – Countryside Stewardship Support	<b>9,394</b>	11,438
	National Lottery Heritage Fund (Culture Recovery Fund)	-	35,600
	Other grants	<b>25,898</b>	29,018
	The Ardeola Charitable Trust	<b>50,000</b>	46,000
		<b>85,292</b>	122,056

<b>4</b>	<b>Other trading activities</b>	<b>2022</b>	<b>2021</b>
		£	£
	Shop income	<b>173,355</b>	127,786
	Rent, room hire and related income	<b>21,893</b>	13,245
	Academic, educational and library events	<b>33,221</b>	33,622
		<b>228,599</b>	174,653

Income from other trading activities was £228,599 (2021 - £174,653) of which £nil (2021 - £nil) was attributable to restricted and £228,599 (2021 - £174,653) was attributable to unrestricted funds.

<b>5</b>	<b>Investment income</b>	<b>2022</b>	<b>2021</b>
		£	£
	Rents received	<b>81,244</b>	78,766
	Deposit account interest	<b>148</b>	10
		<b>81,392</b>	78,776

<b>6</b>	<b>Raising funds</b>	<b>2022</b>	<b>2021</b>
		£	£
	Costs of sales	<b>74,942</b>	61,757
	Support costs	<b>86,785</b>	65,222
		<b>161,727</b>	126,979

Expenditure on raising funds was £160,491 (2021 - £126,979) of which £nil (2021 - £nil) was attributable to restricted and £160,491 (2021 - £126,979) was attributable to unrestricted funds.

<b>7</b>	<b>Analysis of expenditure on charitable activities</b>	<b>Direct costs</b>	<b>Support costs</b>	<b>TOTAL</b>
		£	£	£
	The estate and gardens	<b>166,743</b>	<b>22,618</b>	<b>189,361</b>
	Library and academia	<b>125,188</b>	<b>26,177</b>	<b>151,365</b>
	The property and collection	<b>200,064</b>	<b>35,943</b>	<b>236,077</b>
		<b>491,995</b>	<b>84,738</b>	<b>576,733</b>

Expenditure on charitable activities was £576,733 (2021 - £548,237) of which £59,309 (2021 - £45,967) was attributable to restricted and £517,424 (2021 - £502,270) was attributable to unrestricted fund

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

8 Allocation of support costs	Raising funds	The estate and gardens	Library and academia	The property and collection	Total
	£	£	£	£	£
Wages	66,364	3,522	3,522	3,522	<b>76,930</b>
Social security	2,444	667	667	667	<b>4,445</b>
Meetings & conferences	10	591	601	1,119	<b>2,321</b>
Insurance	-	2,250	2,250	4,501	<b>9,001</b>
Utilities	1,192	3,524	5,996	9,255	<b>19,967</b>
Office expenses	5,596	4,555	4,885	5,353	<b>20,389</b>
Staff costs	4,430	150	417	417	<b>5,414</b>
Sundry	2,843	2,843	3,321	4,754	<b>13,761</b>
Pensions	238	238	238	238	<b>952</b>
Governance (note 9)	3,053	3,053	3,053	3,053	<b>12,212</b>
Bank charges	615	1,225	1,227	3,064	<b>6,131</b>
<b>Total</b>	<b>86,785</b>	<b>22,618</b>	<b>26,177</b>	<b>35,943</b>	<b>171,523</b>

The support costs are allocated by charitable activity in proportion to the budgeted cost for each area.

9 Analysis of governance costs	2022	2021
	£	£
Trustees' expenses	-	28
Auditor's remuneration	<b>9,000</b>	9,000
Professional fees and Memberships	<b>3,212</b>	9,973
<b>Total</b>	<b>12,212</b>	19,001

10 Net income/(expenditure) for the year	2022	2021
	£	£
<b>This is stated after charging:</b>		
Depreciation – Owned Assets	<b>41,292</b>	43,212
Auditor's Remuneration:		
- Statutory audit	<b>9,000</b>	9,000
- Non audit services	<b>2,904</b>	2,724

11 Trustees' remuneration and benefits

None of the Trustees received remuneration or other benefits for services rendered during the year (2021 - £nil). One of the Trustees' received reimbursed expenses in 2022 (2021 – one) totalling £970 (2021: £85)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

12 Analysis of staff costs and emoluments

	2022 £	2021 £
Wages and salaries	386,127	320,349
Social security costs	22,227	10,579
Other pension costs	<u>6,348</u>	<u>8,215</u>
	<u>414,702</u>	<u>339,143</u>
<b>Staff numbers:</b>		
Average Monthly Number of Contracted Staff	<u>26</u>	<u>22</u>

There were no employees with emoluments above £60,000 (2021 - none).

The key management personnel of the charity comprises the Chief Executive and the Deputy Director. The remuneration of key management personnel (including employer's national insurance contributions and employer's pension contributions) was £112,989 (2020: £82,509).

The remuneration of a Post-Doctoral Research Fellow (PDRF) was paid directly by the University of Southampton from which institution the PDRF was formerly seconded. During the year the costs borne by the University of Southampton totalled £nil (2021 - £14,507).

Volunteers contribute to the charitable company by way of welcoming visitors, acting as tour guides and room stewards, undertaking book conservation and working to maintain the estate.

13 Corporation taxation

The charitable company is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

14 Tangible assets

	Investment property	Long leasehold property	Plant and machinery	Total
	£	£	£	£
<b>Cost:</b>				
At 1 January 2022	2,375,000	4,598,869	188,346	7,162,215
Additions	-	-	1,320	1,320
Disposals	-	-	(816)	(816)
<b>At 31 December 2022</b>	<b>2,375,000</b>	<b>4,598,869</b>	<b>188,850</b>	<b>7,162,719</b>
<b>Depreciation:</b>				
At 1 January 2022	-	1,140,522	179,890	1,320,412
Charge for the year	-	36,791	5,317	42,108
Charge on disposals	-	-	(816)	(816)
<b>At 31 December 2022</b>	<b>-</b>	<b>1,177,313</b>	<b>184,391</b>	<b>1,361,704</b>
<b>NET BOOK VALUE:</b>				
<b>At 31 December 2022</b>	<b>2,375,000</b>	<b>3,421,556</b>	<b>4,459</b>	<b>5,801,015</b>
<b>At 31 December 2021</b>	<b>2,375,000</b>	<b>3,458,347</b>	<b>8,456</b>	<b>5,841,803</b>

The long-leasehold property relates to the depreciated historic cost of the charitable company's acquisition of Chawton House, which is leased from the family of Mr R. Knight on a peppercorn rent until 2115. Due to the nature of the restrictions within the lease, the Trustees consider the property to have no residual value to the Charity and therefore the long leasehold property is being depreciated in full over the life of the lease.

The investment property relates to freehold property adjacent to Chawton House, which the Charity rents to tenants in order to generate funds for the charitable use. A formal valuation was undertaken on 7 September 2021 by CKS Consulting. The valuation of the investment property was assessed to be £2,375,000.

15 Heritage assets

	Paintings and antiques	Books and manuscripts	Total
	£	£	£
<b>Cost:</b>			
At 1 January and 31 December 2022	304,582	2,050,599	2,355,181
<b>NET BOOK VALUE:</b>			
At 31 December 2022	304,582	2,050,599	2,355,181
At 31 December 2021	304,582	2,050,599	2,355,181

The above Heritage assets figure does not include additions made in the year totalling £11,425, which were valued after the year end. The additions are not material to the financial statements and will be recognised in financial year 2023.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

<b>16</b>	<b>Stocks</b>	<b>2022</b>	<b>2021</b>
		£	£
	Stock for resale	<b>5,874</b>	7,110
	Other stock	<b>1,505</b>	1,505
		<u><b>7,379</b></u>	<u>8,615</u>
<b>17</b>	<b>Debtors</b>	<b>2022</b>	<b>2021</b>
		£	£
	Trade debtors	<b>13,081</b>	21,282
	Accrued income	<b>8,447</b>	6,751
	Prepayments	<b>10,086</b>	4,638
		<u><b>31,614</b></u>	<u>32,671</u>
<b>18</b>	<b>Creditors: amounts falling due within one year</b>	<b>2022</b>	<b>2021</b>
		£	£
	Trade creditors	<b>12,444</b>	12,491
	Other creditors	<b>11,210</b>	8,493
	Accruals and deferred income	<b>58,663</b>	56,739
		<u><b>82,317</b></u>	<u>77,723</u>
<b>19</b>	<b>Deferred income</b>	<b>2022</b>	<b>2021</b>
		£	£
	At 1 January 2021	<b>29,468</b>	5,952
	Additions during the year	<b>12,618</b>	25,016
	Amounts released to income	<b>(19,936)</b>	(1,500)
	<b>At 31 December 2021</b>	<u><b>22,150</b></u>	<u>29,468</u>

Deferred income as at 31 December 2022 comprises advanced income in relation to wedding and rental income in respect of 2023.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

20 Analysis of charitable funds

Analysis of movement in unrestricted funds

	Balance 1 Jan 2022	Income/gains	Expenditure	Transfer	Balance 31 Dec 2022
	£	£	£	£	£
General fund	17,098	534,967	(641,206)	(3,391)	(92,532)
Designated Capital Fund	7,367,051	-	(36,791)	-	7,330,260
Designated Bench Fund	34,899	-	(1,154)	-	33,745
Revaluation reserve	834,153	-	-	-	834,153
	<b>8,253,201</b>	<b>534,967</b>	<b>(679,151)</b>	<b>(3,391)</b>	<b>8,105,626</b>

Analysis of movement in unrestricted funds – previous year

	Balance 1 Jan 2021	Income/gains	Expenditure	Transfer	Balance 31 Dec 2021
	£	£	£	£	£
General fund	159,070	441,321	(583,293)	-	17,098
Designated Capital Fund	7,403,842	-	(36,791)	-	7,367,051
Designated Bench Fund	44,064	-	(9,165)	-	34,899
Revaluation reserve	834,153	-	-	-	834,153
	<b>8,441,129</b>	<b>441,321</b>	<b>(629,249)</b>	<b>-</b>	<b>8,253,201</b>

The General Fund represents funds available for the charitable company's purposes as set out in the governing documents of the Charity.

The Designated Capital Fund represents the tangible and heritage assets held by the charitable company. Each year the annual depreciation charge in respect of the long leasehold property is deducted from this fund. The transfer in the year has ensured the fund covers the full net book value of all fixed and heritage assets held.

The Designated Major Repairs Fund represents funds available for the upkeep of the charitable company's fixed assets. This fund was transferred to the general fund during the previous year as it is not expected to be utilized in the near term.

The Designated Bench Fund represents funds donated through the North American Friends of Chawton House in support of an appeal to raise resources to construct, install and maintain seating throughout the grounds of Chawton House.

The Revaluation Reserve represents the difference between the historic cost and revalued cost of the investment property following the revaluations undertaken by the Trustees in 2017, and CKS Consulting in 2021.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

20 Analysis of charitable funds (continued)

Analysis of movement in restricted funds

	Balance 1 Jan 2022	Income	Expenditure	Transfer	Balance 31 Dec 2022
	£	£	£	£	£
Book Conservation Fund	8,148	-	-	-	8,148
Painting Restoration Fund	3,636	-	-	-	3,636
Outdoor Lighting Fund	(706)	-	-	706	-
Culture Recovery Fund	54,209	-	-	-	54,209
Ardeola Charitable Trust	26,833	50,000	(59,309)	-	17,524
Building renovation	7,000	-	-	-	7,000
EHDC – “In Austen’s Footsteps”	-	16,657	-	-	16,657
Website Development	(2,685)	-	-	2,685	-
Restricted funds	<u>96,435</u>	<u>66,657</u>	<u>(59,309)</u>	<u>3,391</u>	<u>107,174</u>

Analysis of movement in restricted funds – previous year

	Balance 1 Jan 2021	Income	Expenditure	Transfer	Balance 31 Dec 2021
	£	£	£	£	£
Book Conservation Fund	10,636	-	(2,488)	-	8,148
Painting Restoration Fund	3,636	-	-	-	3,636
Outdoor Lighting Fund	-	3,642	(4,348)	-	(706)
Culture Recovery Fund	38,573	35,600	(19,964)	-	54,209
Ardeola Charitable Trust	-	46,000	(19,167)	-	26,833
Building renovation	-	7,000	-	-	7,000
Website Development	(2,685)	-	-	-	(2,685)
Restricted funds	<u>50,160</u>	<u>92,242</u>	<u>(45,967)</u>	<u>-</u>	<u>96,435</u>

The Restricted funds are available for future expenditure in relation to specific activities and projects that the charitable company will undertake.

The Book Conservation Fund represents funds of last resort to repair/conservate books.

The Painting Restoration Fund represents funds of last resort to repair/conservate art works.

The Outdoor Lighting Fund represents funds received from the South Downs National Park Authority for flexible outdoor lighting to run evening and winter outdoor events.

The Culture Recovery Fund (grant funding via the NLHF) represents funds held to cover essential costs due to loss of income because of forced closure during the pandemic.

The Website Redevelopment Fund relates to funding from Foyle Foundation for the cost of re-designing the Chawton House website.

The Ardeola Charitable Trust Fund grant contributed to the salary costs of the Deputy Director for the period August 2021 – August 2022, as well as project costs for the Visiting Fellowship.

The Building Renovation Fund is a restricted donation received from an anonymous North American donor for the purposes of maintaining the building.

The EHDC Fund is support for the “In Austen’s Footsteps” project.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2022

21 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed Assets	-	5,801,015	-	5,801,015
Heritage Assets	-	2,355,181	-	2,355,181
Cash and current investments	(7,786)	-	107,714	99,928
Current Assets	38,993	-	-	38,993
Current Liabilities	(82,317)	-	-	(82,317)
	<u>(51,110)</u>	<u>8,156,196</u>	<u>107,714</u>	<u>8,212,800</u>
<b>At 31 December 2022</b>	<b><u>(51,110)</u></b>	<b><u>8,156,196</u></b>	<b><u>107,714</u></b>	<b><u>8,212,800</u></b>

Analysis of net assets between funds – previous year

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed Assets	-	5,841,803	-	5,841,803
Heritage Assets	-	2,355,181	-	2,355,181
Cash and current investments	53,535	39,119	96,435	189,089
Current Assets	41,286	-	-	41,286
Current Liabilities	(77,723)	-	-	(77,723)
	<u>17,098</u>	<u>8,236,103</u>	<u>96,435</u>	<u>8,349,636</u>
<b>At 31 December 2021</b>	<b><u>17,098</u></b>	<b><u>8,236,103</u></b>	<b><u>96,435</u></b>	<b><u>8,349,636</u></b>

22 Contingent Liabilities

Two former employees were members of a multi-employer pension scheme, which may expose the charitable company to liability due to risk of underfunding of the scheme. The charitable company is not, and has no intention to become, a member of any other multi-employer pension scheme. It is impracticable at this stage for the Trustees to determine the financial impact should this liability crystallise, however, the contingency planning for the charitable company does include contingent liability planning.

23 Related party transactions

Trustees remuneration and benefits have been detailed in note 11 of the financial statements. Donations were received in the year totalling £2,900 from two trustees (2021: £2,000). Income was received by the charity from one trustee totalling £124 for the purchase of a book (2021: £1,100).

24 Company information

Chawton House Library is a charitable company registered in England and Wales. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £10 per member of the charitable company.

**CHAWTON HOUSE LIBRARY**

England & Wales - Charity number 1026921

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# Accounts

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# **CHAWTON HOUSE LIBRARY**

**(A company limited by guarantee)**

**Company No. 02851718  
Charity Registered No. 1026921**

## **REPORT OF THE TRUSTEES AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021**

**tc** accounts · tax · legal · financial planning

The Granary  
Hones Yard  
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**CHAWTON HOUSE LIBRARY**

**FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2021**

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## CHAWTON HOUSE LIBRARY

### TRUSTEES' REPORT

Chawton House is an extraordinary place with a remarkable history. The freehold remains in the ownership of the Knight family, after nearly 500 years of unbroken succession. For the last 29 years, it has been looked after by a charitable company founded to preserve the house and grounds for the benefit of the public and to be a research library for the study of writing in English by women of the long 18<sup>th</sup> century. Chawton House has a special link to Jane Austen, who was very familiar with the House and estate, and it influenced her writing. Her brother Edward inherited to the Chawton estates, and in 1809 provided a cottage for his sisters and mother. This brought Jane Austen to the village, from where her novels made their way out to the world. Chawton House provides a place of rich cultural and natural heritage for our local community and is part of any pilgrimage to Jane Austen's Hampshire for visitors, scholars, and audiences across the world.

Over the last 5 years, Chawton House has transformed itself, broadening access, activity and impact. Notwithstanding two years of significant disruption brought about by the pandemic, the charity has established business and working models that enable it to generate more of its own income. Visitor numbers had increased from under 1,000 in 2017 to 20,000 in 2019 and pro-rata, visitor numbers during 2021 held up well with pre-pandemic levels, indicating that, over the two years when we missed our regular international visitors, we have nonetheless become better known locally and nationally. In 2017, 14% of revenues were achieved through self-generated income. By 2019 that had increased to 59%. At the end of the 2<sup>nd</sup> pandemic year, 64% of our income is earned, the remainder made up of grants and donations. Whilst our core income generation is from visitors, and our visitor-reliant business had been again affected by pandemic closures and other limitations, this achievement in performance cannot be underestimated. In economic terms, every opportunity is considered in our endeavours to establish new and alternative revenues – and with notable success. This has been achieved because of the strength and competence of the transformation years before 2020, and through the tireless and agile response of the Chawton House team to testing conditions. Further, during a second year of disruption, it was another year of extraordinary effort.

The pandemic restrictions in 2020 and consequent unpredictability gave Chawton House the opportunity to begin, embed and develop an imaginative and energetic focus on the gardens, parkland and outside offer. This compliments the transformation work on the offer inside the house that had been completed at the start of 2020. From the planting of thousands of spring bulbs, new parkland walking routes, outdoor theatre and film seasons, Gothic, Halloween and Christmas light trails, our outside potential has been fully engaged to maximise visitors' enjoyment. The digital offer, started from scratch two years ago, has grown markedly, enabling our research and literary work to continue, including expanding our international reach. In 2021 we welcomed back Visiting Fellows who undertake independent research, in a revived programme sponsored by the Ardeola Trust. Visiting Fellowships can now be expanded in 2022 and into the future.

2021's main exhibition, Botanical Women represented so much about the strength of Chawton House's year, and the work it does and plans to do more of. There were some known stories, such as Elizabeth Blackwell, bringing scientific and drawing skill together with her own admirable entrepreneurialism; there were unknown stories of women educators in natural history, exquisite floral art, and the gardening diaries of women who lived at Chawton House. These were stories of self-determination, outward giving, sharing, and impact, all representative of literary, artistic, scientific and horticultural excellence. Chawton House has female literary endeavour at its core, but it champions female endeavour in many spheres. Perhaps, unsurprisingly, the Chawton House of today is led by women.

## CHAWTON HOUSE LIBRARY

### TRUSTEES' REPORT

2022 will see Chawton House recover from the two years of pandemic disruption, and start to look forward expansively through master-planning for the medium term. The dedication of the staff and volunteer teams is as admirable as it is impressive, and all involved at Chawton House recognise and are grateful to our many supporters around the world.

**Louise Ansdell**

**Chairman**

The Trustees (who are also directors of the charitable company for the purposes of the Companies Act 2006), present their report with the financial statements of the charitable company for the year ended 31 December 2021.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable and in the UK and Republic of Ireland; FRS 102) issued in October 2019.

### OBJECTIVES AND ACTIVITIES

#### Our Purpose and Activities

The charitable objects of Chawton House Library are:

- a) To promote study and research into early women's literature
- b) To protect, restore and preserve Chawton House and the surrounding estate for the benefit of the public
- c) To advance the education of the public by creating and maintaining a working manor farm of the late eighteenth century at the property

Chawton House Library gives particular focus to the first two charitable objects.

#### Achievements and Performance in 2021

As 2020 was, we hoped, a single anomalous year, achievements and performance as measured against both that year, and against 2019's more representative operations, are heartening. We welcomed over 16,000 visitors in person, a clear increase from 2020, and representing 80% of the numbers who visited in 2019. Public opening was delayed due to restrictions until the middle of May, however by the time that October's Gothic Season of academic, literary and family events came round, we were able to acknowledge we had become far better known and used, in particular by our local community. With over 22,000 views of YouTube lectures, presentations and tours, our digital offer is clearly strong, with over 10,000 subscribers to that channel. Together with our online events programme, we were able to continue to expand our national and international reach. Financial performance was robust in the face of continued uncertainty.

We were delighted to be nominated for the Museum + Heritage Pandemic Pivot Award 2021, in recognition of our response to Coronavirus. We won, for a 3<sup>rd</sup> year running, Visit England's Hidden Gem award, and, again, achieved TripAdvisor's Traveller's Choice designation.

#### Public programme and exhibitions in 2021

'Made In Lockdown' showcased the wide and expert skills of many of our volunteers and staff, from fine art to craft and carpentry; it was a joy to keep this exhibition on throughout the year, work inspired by Chawton House and created during the 2020 lockdowns. We held open 2020's exhibition, Clio

## CHAWTON HOUSE LIBRARY

### TRUSTEES' REPORT

O'Sullivan's 'Man Up! Women who Stepped into a Man's World', for part of 2021's season. It fostered a creative writing competition, bespoke merchandise, and reached even to Kazakhstan, where it inspired a teacher to use it and its stories in her teaching of high school students of English.

Our main exhibition 'Botanical Women', open from April 2021 for a year, was curated by Katie Childs, with exhibits largely from our own collection, many of them previously unresearched. The exhibition was adjusted during the year to reflect the changing seasons and was complimented by part of the public programme of events, including academic presentations, garden walks, dining experiences and further creative events with botanical and floral themes.

2020's seminal acquisition had been the return of William Cowper's 'The Task', the volumes from the Godmersham Park library for which there is some evidence were held and read by Jane Austen on her visits there. We ran a study day in collaboration with the Cooper and Newton Museum.

Outdoor theatre and film on the South Lawn during summer months meant that large, safely distanced audiences could be delighted by The Lord Chamberlain's Men's Macbeth, Slapstick Picnic's "The Importance of Being Earnest" and two productions based on Austen's "Emma". East Hampshire's first literary festival built on the collaborative work that had been done during 2020 between Chawton House, Gilbert White's House, Petersfield Museum and Jane Austen's House.

Gothic season each October spans both the literary Gothic and Halloween. An exhibition display Gothic Landscapes in the Long Gallery complimented scholarly events, including Dr Sam George's exploration of the interface between plants, the Gothic and folklore, and a Gothic Contagion panel discussion, with contributions from Michael Megen de Bruin-Mole, Nick Brown and an Annika Mann. A spooky light trail and children's activities trails provided well-visited activities for autumn half term week.

Christmas Season, a truly heroic undertaking by a volunteer Christmas team who had been working since the spring, saw Chawton House decorated almost entirely by knitted decorations, including the Twelve Days of Christmas, a nativity, knitted fairy lights and mince pies, as well as knitted lace angels on the tree cut from our own woodland. Outside, there was a magical Christmas lights trail, taking the walled garden, including fairy-lit giant vegetables, and the Wilderness led visitors on a glowing pathway of woodland creatures.

25% of our in-person visitors bought tickets for the gardens alone, reflecting the value to the public of the focus we have placed on the outdoor offer. As our Tea Room and estate are open to all, without entry to the house or to the gardens, the visitor numbers do not reflect the total number of individuals who have enjoyed Chawton House this year.

#### **Collections and Research in 2021**

The Chawton House Collection comprises 12,000 volumes, including manuscripts of which one is in Jane Austen's own hand. This collection is an extraordinary and singular resource enabling vast research opportunities in support of our first charitable object. Online resources include a full catalogue and 80 transcribed novels, some by well-known names, some anonymous women authors. Over the last two decades Chawton House has provided the unparalleled setting for scholarly research into both well-known and under-sung heroines of female literary endeavour from, broadly, 1600-1860, with some later specific onward acquisitions through the Brontës to Gertrude Jekyll. The Knight Collection comprises 3,000 books and combines the retained works from Godmersham Park's library (and its catalogue) and the library from Chawton House itself. This library collection is kindly lent to us by Richard Knight. We were honoured to be Deirdre Le Fay's chosen recipient of her archive and

### TRUSTEES' REPORT

papers, representing the life's work of one of the greatest Austen experts and scholars. This collection is currently being catalogued. Our online library catalogue returned on a new platform.

The Upper Reading Room enables up to twelve scholars and readers to undertake their work, on both the primary texts and extensive secondary collection, and three resident Visiting Fellows were able to return in person to undertake their research. The Visiting Fellow programme encourages applications from early career scholars, where Chawton House can further provide opportunities for public engagement with the scholarship and research. Dr Salma Akran worked on Empire and post-colonial links with Jane Austen and South-East Asia, Dr Alison Daniell continued her work on the law of marriage *couverture*, and Charlotte Goudge worked on female corpulence in the long eighteenth century.

During the year, the activities of Godmersham Lost Sheep Society, who source and support the return to Chawton House of books that were in the original Knight library at Godmersham Park, continued strongly. There is real excitement over the acquisition by GLOSS, with the further valued support of our North American Friends of Chawton House, of a previously unknown Mary Russell Mitford autograph letter, describing the gift of a full set of Jane Austen's novels in the new Bentley edition, dated 13 September, likely 1835.

Two further Godmersham works returned "home": *A topographical survey of the Great Road from London to Bristol. With historical and descriptive accounts of the country, towns, villages, and gentlemen's seats on and adjacent to it...* A.A. Robertson. (2 volumes, London: Printed for the author and William Faden, 1792), with support from GLOSS, and *Observations and Reflections made in the course of a Journey through France, Italy, and Germany*, (2 volumes, Strahan & T. Cadell, 1789) by Hester Lynch Piozzi, generously given by Joanna Barker.

Further generous donations came from Susan Crowe, *The Book of Household Management*, Mrs. Isabella Beeton (London 1866); from Joanna Wood, an inscribed copy of *Demetrius: a tale of modern Greece: in three cantos. With other poems*, Agnes Strickland (London 1833); and from Joanna Trollope, a blotter from Godmersham Park.

We were also pleased to accept from Lucy Chapman the loan of a first edition of *Mansfield Park* (3 vols.) annotated by K.M. Metcalfe and R.C Chapman for the first scholarly edition.

For Botanical Women, two items were borrowed: *The Garden Book of Marianne Knight*, from Hampshire Record Office, Knight Archive, and Gertrude Jekyll's planting plan for H Falkner, flower borders for garden, from Surrey History Centre. The modest loan need for the exhibition is testament to the extent of the holdings in our own collection.

#### **Visitor Experience and Relationships, the House, the Gardens and Grounds in 2021**

Our vision for the pursuit of our second charitable object takes the form of being an outward facing, welcoming organisation that shares generously the extraordinary resources – of place, of history, of cultural life – with as many people as possible.

#### **People at Chawton House**

At 31 December 2021 there was a team of 22 staff members 14.3 FTE. We were delighted that Dr Kim Simpson is now employed at Chawton House fulltime, as Deputy Director with her role leading our academic and learning programmes. The commitment and dedication of all those involved earns high praise and appreciation, and the warm welcome provided by staff and volunteers is popular with visitors, with many direct and online accolades. Executive and financial leadership of the Chawton House team during the year, a team including some at the very start of their careers, has been exceptional.

### TRUSTEES' REPORT

An essential, valuable and valued volunteer team of 70 contributed across house, garden, collections and library functions, as well as being the creators of the Made in Lockdown exhibits and the Christmas displays.

The Board of Trustees met quarterly during the year, with additional individual contributions being made outside of meetings where relevant for individual Trustees' areas of skill and expertise.

#### **Commercial Trading Income**

Trading income from commercial began recovery after 2020's severe restrictions on access and travel. In all the circumstances, £174,653 (2020: £137,183) is impressive, representing 93% of 2019's trading income (2019: £186,766). The unequivocal opportunities for increasing trading income through increased private hire, weddings, and other commercial enterprise remain available for development.

#### **Donated, grant income and non-commercial trading income**

Most physical visitors donate their entry fees, the public health restrictions again leading to a reduced income against capacity. 2021's income from admissions at £89,707 saw a 76% increase in income over 2020 [£50,771], and the year's admissions income was 80% of 2019's [£112,035], received over a shorter open season. Grant income was a little lower in 2021 at £122,056 [2020: 136,882]. Chawton House's positive performance in 2020 excluded it from the 3<sup>rd</sup> round of Covid Recovery Fund support.

Total donated, grant and non-commercial trading income in 2021 was £358,910 [2020: £406,174 2019: £472,334], representing a positive trend as the charity seeks to move away from donated and grant income to fund core activities. The Stables and Coach House Cottage continue to be let to residential tenants, and there are further rents from farming tenants.

We received funding from the Ardeola Trust, with our thanks and gratitude, enabling in particular the return and expansion of the Visiting Fellows programme. We remain so grateful for the generous support from many individuals across the world. Particular thanks are due to our North American Friends of Chawton House for their consistent and effective fundraising energies.

#### **Financial operations in brief**

Our commercial vision for Chawton House is that it will be capable of meeting the majority of basic running costs from self-generated income. This remains a realistic aim, two disrupted years notwithstanding, on which Chawton House can and should place some reliance.

#### **Public benefit in 2021**

In shaping our objectives for the year and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

We built on the public benefit changes prompted by 2020's restrictions, and continued to promote greater use of our gardens, land and woodlands. The footpaths across our land include well used walking routes through historic and ancient woodland, as well as the parkland route between the villages of Chawton and Farringdon, and the Writers' Way, St Swithun's and Jane Austen trails. An estate wide tree survey and consequent work, together with a long-term parkland plan ensures longer term good stewardship of the public benefit of the land for which we are responsible.

This builds on our public benefit through the historic settings bringing to life the context within which our women writers, and Jane Austen herself, lived and worked. Access to the house and grounds which enables visitors to benefit from the physical and social legacy of the Knight family's unbroken links with

## CHAWTON HOUSE LIBRARY

### TRUSTEES' REPORT

Chawton House over 500 years, including our own collection of paintings and works of art, was available to a greater degree than during 2020.

The variety of events has continued to expand significantly the ways in which we provide public benefit during 2021. The extent to which Chawton House has found a larger local audience during the year, which has remained faithful with many visitors returning many times over, helps us to be confident that our public benefit will continue to increase.

We foster research and understanding of early women writers, restoring them to their rightful place in the history of English literature and enabling them to speak directly to - and inspire - future generations. The Library's unique collection of women's writing is accessible to anyone who wishes to use it. Many of the works in the collection were neglected, and the research being undertaken at Chawton House is helping to put these books and their authors back on the intellectual map.

#### **Financial review**

The year under review saw income remain stable, with positive adjustments across sources of income. Costs remained tightly managed in line with the financial management plans and constant good financial management. Trustees continue to implement a programme of financially prudent stewardship and re-organisation, together with contingency planning including managing any contingent liabilities that may crystallise.

Financial results for the year are shown on page 14.

#### **Reserves policy**

The reserves policy of the charity is to maintain sufficient reserves in order to provide support for the charitable company's activities. Given the impact of the pandemic on trading activity, some support from reserves was inevitable, and was held off as long as possible, as a result of the good management and stewardship of income and expenditure.

The charity held free reserves of £56,217 at 31 December 2021 (2020: £203,134). Trustees consider the charity to be operating within the reserves policy.

#### **Risk management**

Risk management policies continue to be kept under review.

#### **Plans for the Future**

The strategic aim remains to create a widely known and notable literary and heritage destination, with local, national and international appeal. The Charity will continue to exploit and expand opportunities to work collaboratively with the heritage, tourism, academic and educational resources. There has been a transformation of digital reach and potential in a short space of time, embedding the international reach of our work but acknowledging that this has to be a responsive part of the programme to match quickly changing audience behaviour. There has also been a marked expansion in local connections. The mutual benefit of these operations will assist to inform and shape future planning.

The Charity's physical location at the edge of Chawton village provides opportunities to open up the estate further, to accommodate increased visitor numbers whilst preserving the character and attributes of the historic setting and the academic study centre offer. There is also scope to provide further amenities to contribute to the local community.

## CHAWTON HOUSE LIBRARY

### TRUSTEES' REPORT

The Trustees recognise that this will require responsible management of the operation of the charitable company and its finances, positive outcomes to grant and other funding applications in support of the development of a sustainable business model, whilst remaining open to scholars and visitors, where safe to do so. The Trustees' view is that the charitable company remains in transition period towards this aim, with positive progress to date and a measure of optimism going forwards, tempered by the uncertainties of the conditions created by the pandemic, and rising fuel, food and staffing costs.

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

Chawton House Library ("Chawton House") is a charitable company limited by guarantee. Incorporated on 3 September 1993 (registration number 02851718) and registered as a charity on 6 October 1993 (registration number 1026921). Chawton House was formed under a Memorandum of Association that established its objects and powers. It is governed under its Articles of Association by a board whose members are directors for the purposes of company law and Trustees for the purposes of Charity law. The names of the members of the board who served during the year and up to the date of this report are set out on page 9. Chawton House Library uses the name 'Chawton House'. New Trustees may be appointed by an ordinary resolution of the charitable company, or by a decision of the board of Trustees. Any Trustee appointed by the board only holds office until the next following Annual General Meeting of the Library, but may then be eligible for re-election. Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 December 2021 was seven.

#### Related parties

##### Patrons, Friends and Volunteers

The Trustees remain grateful for the continued advice and support of the Library's patrons:

Dr Sandy Lerner (Founding Patron)	Dame Mary Fagan DCVO, JP
Miss Joanna Trollope CBE	Mr Alan Titchmarsh MBE, VMH, DL
Professor Michèle Roberts	Mr Nigel Humphreys
Ms Claire Tomalin FRSL	Mrs June Parkinson
Professor Isobel Grundy	Professor Janet Todd OBE
Professor Cora Kaplan	Mrs Gilly Drummond OBE DL
Professor Richard Ovenden	Professor Karen O'Brien

We are pleased to acknowledge the assistance provided by the Friends of Chawton House Library and North American Friends of Chawton House. We are grateful to our volunteer network.

#### Connected organisations

The Library is connected with two non-profit corporations incorporated in Massachusetts:

- The Leonard X. Bosack and Bette Kruger Charitable Foundation, Inc ("the Foundation")
- North American Friends of Chawton House ("NAFCH")

Chawton House received direct donations from NAFCH during the year. The Trustees are grateful to these bodies for their continuing support of Chawton House and for the advice and assistance provided by the respective Boards and their officers.

## CHAWTON HOUSE LIBRARY

### REFERENCE AND ADMINISTRATIVE DETAILS

#### REFERENCE AND ADMINISTRATIVE DETAILS

##### Directors and Trustees

The directors of the charitable company (the Charity) are its Trustees for the purpose of Charity law. The Trustees and officers serving during the year and since the year-end were as follows:

Mrs L Ansdell (Chair)  
Mr R E B Knight  
Mr R Bhattacharya  
Mr S Knight  
Mrs A McMeehan Roberts  
Professor K O'Brien (until December 2021)  
Mrs S Saville  
Professor F Stafford (from December 2021)

**Company Secretary:** Ms K E Childs

**Registered Office:** Chawton House  
Chawton  
Alton  
Hampshire  
GU34 1SJ

**Company Number:** 02851718

**Charity Registered Number:** 1026921

**Auditors:** TC Group  
The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

**Solicitors:** Paris Smith LLP  
Number 1  
London Road  
Southampton  
SO15 2EA

**Bankers:** National Westminster Bank plc  
3 London Street  
Old Market Square  
Basingstoke  
Hampshire  
RG21 7NS

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

**Trustees' responsibilities**

The Trustees (who are also directors of Chawton House Library 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 2019 (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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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.

**Auditors**

TC Group are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Approved by order of the board of Trustees on .....17th August 2022 and signed on their behalf by:



.....  
**Mrs Louise Ansdell – Trustee**

## **CHAWTON HOUSE LIBRARY**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY**

#### **Opinion**

We have audited the financial statements of Chawton House Library (the 'charitable company') for the year ended 31 December 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes numbered 1 to 24. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2021 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the director with respect to going concern are described in the relevant sections of this report.

## **CHAWTON HOUSE LIBRARY**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY**

#### **Other information**

The other information comprises the information included in the Trustees' Annual Report. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Trustees' Annual Report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the Trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

## CHAWTON HOUSE LIBRARY

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

The objectives of our audit, in respect to fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection Regulation (GDPR); fraud; bribery and corruption; and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any. The identified actual or suspected non-compliance was not sufficiently significant to our audit to result in our response being identified as a key audit matter.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charitable company's operations, the control environment and financial performance.
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

**CHAWTON HOUSE LIBRARY**

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF CHAWTON HOUSE LIBRARY**

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included: testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

**Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*TC Group*

**Jonathan Aikens FCA DChA (Senior Statutory Auditor)**

**For and on behalf of TC Group**

Statutory Auditor  
Office: Sussex

13 September 2022  
Date: .....

TC Group is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

## CHAWTON HOUSE LIBRARY

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2021

	Note	Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
<b>Income and endowments from:</b>					
Donations and legacies	2	187,892	92,242	<b>280,134</b>	334,062
Other trading activities	4	174,653	-	<b>174,653</b>	137,183
Investments	5	78,776	-	<b>78,776</b>	72,112
<b>Total</b>		<u>441,321</u>	<u>92,242</u>	<u><b>533,563</b></u>	<u>543,357</u>
<b>Expenditure on:</b>					
Raising funds	6	126,979	-	<b>126,979</b>	73,873
Charitable Activities	7				
The estate and gardens		170,549	20,561	<b>191,110</b>	108,451
Library and academia		127,985	21,655	<b>149,640</b>	239,428
The property and collection		203,736	3,751	<b>207,487</b>	155,287
Raising awareness		-	-	-	41,346
<b>Total</b>		<u>(629,249)</u>	<u>(45,967)</u>	<u><b>(675,216)</b></u>	<u>(618,385)</u>
Net gains on revaluation of investment property	14	-	-	-	775,000
<b>Net income/(expenditure) / Net movement in funds</b>		<u>(187,928)</u>	<u>46,275</u>	<u><b>(141,653)</b></u>	<u>699,972</u>
<b>Reconciliation of Funds:</b>					
Total funds brought forward		<u><b>8,441,129</b></u>	<u><b>50,160</b></u>	<u><b>8,491,289</b></u>	<u>7,791,317</u>
<b>Total funds carried forward</b>		<u><b>8,253,201</b></u>	<u><b>96,435</b></u>	<u><b>8,349,636</b></u>	<u>8,491,289</u>

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

The notes on pages 19 to 29 form an integral part of these financial statements.

# CHAWTON HOUSE LIBRARY

## BALANCE SHEET AS AT 31st DECEMBER 2021

	Note	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	14	5,841,803	5,882,814
Heritage assets	15	<u>2,355,181</u>	<u>2,355,181</u>
		<b>8,196,984</b>	<b>8,237,995</b>
<b>Current assets</b>			
Stocks	16	8,615	14,680
Debtors	17	32,671	21,490
Cash at bank and in hand		<u>189,089</u>	<u>273,202</u>
		<b>230,375</b>	<b>309,372</b>
<b>Liabilities</b>			
Creditors: Amounts Falling Due Within One Year	18	<u>(77,723)</u>	<u>(56,078)</u>
<b>Net Current (Liabilities)/Assets</b>		<b>152,652</b>	<b>253,294</b>
<b>Total Assets Less Current Liabilities</b>		<u><b>8,349,636</b></u>	<u><b>8,491,289</b></u>
<b>Net Assets</b>		<u><b>8,349,636</b></u>	<u><b>8,491,289</b></u>
<b>Funds of The Charity:</b>	20		
<b>Restricted Funds</b>		<u>96,435</u>	<u>50,160</u>
Unrestricted Funds		<u>7,419,048</u>	<u>7,606,976</u>
Revaluation reserve		<u>834,153</u>	<u>834,153</u>
<b>Total unrestricted funds</b>		<u><b>8,253,201</b></u>	<u><b>8,441,129</b></u>
<b>Total Funds</b>		<u><b>8,349,636</b></u>	<u><b>8,491,289</b></u>

These 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 Board of Trustees on 17th August 2022 and are signed on their behalf by



.....

**Mrs Louise Ansdell**  
**Trustee**

Company registration number 02851718

The notes on pages 19 to 29 form an integral part of these financial statements.

**CHAWTON HOUSE LIBRARY****CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2021****Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	<b>2021</b>	2020
	£	£
<b>Net income/(expenditure)(as per the statement of financial activities)</b>	<b>(141,653)</b>	699,972
<b>Adjustments for:</b>		
Depreciation charges	<b>43,212</b>	43,420
Interest from investments	<b>(10)</b>	(89)
Revaluation of investment property	-	(775,000)
(Increase)/decrease in stocks	<b>6,065</b>	(2,885)
(Increase)/decrease in debtors	<b>(11,181)</b>	(12,056)
Increase/(decrease) in Creditors	<b>21,645</b>	18,409
	<hr/> <b>(81,922)</b>	<hr/> <b>(28,229)</b>

**Cash Flow Statement**

	<b>2021</b>	2020
	£	£
<b>Cash flows from operating activities:</b>		
<b>Net cash used in operating activities</b>	<b>(81,922)</b>	(28,229)
<b>Cash flows from investing activities:</b>		
Interest from investments	<b>10</b>	89
Proceeds from the sale of tangible assets	-	-
Purchase of property, plant and equipment	<b>(2,201)</b>	(4,902)
	<hr/> <b>(2,191)</b>	<hr/> <b>(4,813)</b>
<b>Change in cash and cash equivalents in the reporting period</b>	<b>(84,113)</b>	(33,042)
Cash and cash equivalents at the beginning of the period	<b>273,202</b>	306,244
	<hr/> <b>189,089</b>	<hr/> <b>273,202</b>

The notes on pages 19 to 29 form an integral part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**1 Accounting Policies**

**Basis of Accounting**

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 Republic of Ireland (FRS 102)(effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chawton House Library meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

**Income**

All income is recognised in the Statement of Financial Activities once the charitable company has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Allocation and apportionment of costs**

Support costs are allocated by charitable activity in proportion to the budgeted costs for each area.

Any expenses in connection with the assistance are classified as Volunteers Expenses. The value of the volunteers' time has not been calculated.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life as follows:

Plant and machinery	- at 20% & 25% on cost
Long leasehold property	- over life of lease

Long leasehold property is held on a 125 year lease expiring in 2115 with annual rent of a peppercorn.

Investment properties for which fair value can be measured reliably are measured at fair value at each reporting date with changes in fair value recognised in 'net gains/(losses) on investments in the Statement of Financial Activities'.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021**

**1 Accounting Policies (continued)**

**Tangible fixed assets (continued)**

Annual impairment reviews are carried out on behalf of the Trustees in respect of those assets which are not depreciated. This review involves a comparison of the current carrying amount of the fixed asset with its recoverable amount. Where the recoverable amount is lower than the carrying amount the asset is considered to be impaired and an impairment loss is recognised in the Statement of Financial Activities.

The cost of refurbishment of properties owned by the charitable company is capitalised and included within fixed assets where the work represents an addition to the property, or an improvement. The cost of repairs and maintenance are written off as incurred.

**Heritage assets**

Heritage assets comprise paintings, antiques and books. Painting and antiques are acquired by the charitable company to enhance the setting of the charitable company. Books are acquired to extend the charitable company's collection of Early Women's writing. Paintings and antiques are maintained in good condition and are subject to restoration when necessary. Books are maintained securely and at temperatures that aid preservation in good condition, and are subject to an ongoing conservation programme.

All heritage assets are recorded in a database which is reviewed annually and in accordance with the SORP, no depreciation is charged on assets which are considered to have an indefinite useful life. Consequently, no depreciation is provided on paintings and antiques, or books and manuscripts. These items are subject to annual impairment reviews.

Access to paintings and antiques is available to all visitors to Chawton House. Books are accessed by Visiting Fellows and other academics, and to book specialists on written request.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Taxation**

The charitable company is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company.

Designated funds are unrestricted funds of the charitable company which the Trustees have decided at their discretion to set aside for a specific purpose.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting Policies (*continued*)

**Donations**

Donations are recognised on entitlement. Donations of fixed assets are included in the accounts at values provided by the donor or at market value, if valued within 12 months of the date of the donation. Donated goods and services are included as income at the equivalent market value. An equal cost is also included in the accounts.

**Going Concern**

Based on the continued increase in the proportion of income generated from trading and other commercial activities, and despite the financial impact of the ongoing COVID-19 pandemic, the Trustees have unanimously concluded that Chawton House Library is a going concern. Underpinned and driven by organisational strength and competency the business model has been transformed and advanced, leading to the diversification and development of the enterprise in all areas, Moreover, commercial revenue is supported by new grants and donations that permit investment in onward growth and sustainability. The charity's capital base remains secure. The Trustees keep this conclusion under regular review.

**Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

2 Income from donations and legacies

	<b>2021</b>	2020
	£	£
Donations and transition funds	<b>30,334</b>	70,999
NAFCHL donations	<b>31,883</b>	63,060
Gift aid	<b>3,226</b>	7,320
Grants received (see note 3 below)	<b>122,056</b>	136,882
Subscriptions	<b>2,928</b>	5,030
Admissions	<b>89,707</b>	50,771
	<b><u>280,134</u></b>	<u>334,062</u>

Income from donations and legacies was £280,134 (2020 - £334,062) of which £92,242 (2020 - £91,580) was attributable to restricted and £187,892 (2020 - £242,482) was attributable to unrestricted funds.

## CHAWTON HOUSE LIBRARY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2021

<b>3</b>	<b>Grants received</b>	<b>2021</b>	<b>2020</b>
		£	£
	Rural Payments Agency – Countryside Stewardship Support	<b>11,438</b>	12,023
	National Lottery Heritage Fund (Culture Recovery Fund)	<b>35,600</b>	71,200
	South Downs National Park Authority	-	11,130
	Other grants	<b>29,018</b>	42,529
	The Ardeola Charitable Trust	<b>46,000</b>	-
		<b>122,056</b>	<b>136,882</b>
<b>4</b>	<b>Other trading activities</b>	<b>2021</b>	<b>2020</b>
		£	£
	Shop income	<b>127,786</b>	80,528
	Rent, room hire and related income	<b>13,245</b>	35,550
	Academic, educational and library events	<b>33,622</b>	21,105
		<b>174,653</b>	<b>137,183</b>

Income from other trading activities was £174,653 (2020 - £137,183) of which £nil (2020 - £nil) was attributable to restricted and £174,653 (2020 - £137,183) was attributable to unrestricted funds.

<b>5</b>	<b>Investment income</b>	<b>2021</b>	<b>2020</b>
		£	£
	Rents received	<b>78,766</b>	72,023
	Deposit account interest	<b>10</b>	89
		<b>78,776</b>	<b>72,112</b>
<b>6</b>	<b>Raising funds</b>	<b>2021</b>	<b>2020</b>
		£	£
	Costs of sales	<b>61,757</b>	40,879
	Support costs	<b>65,222</b>	32,994
		<b>126,979</b>	<b>73,873</b>

Expenditure on raising funds was £126,979 (2020 - £73,873) of which £nil (2020 - £3,490) was attributable to restricted and £126,979 (2020 - £70,383) was attributable to unrestricted funds.

<b>7</b>	<b>Analysis of expenditure on charitable activities</b>	<b>Direct costs</b>	<b>Support costs</b>	<b>TOTAL</b>
		£	£	£
	The estate and gardens	<b>171,670</b>	<b>19,440</b>	<b>191,110</b>
	Library and academia	<b>127,070</b>	<b>22,570</b>	<b>149,640</b>
	The property and collection	<b>173,437</b>	<b>34,050</b>	<b>207,487</b>
		<b>472,177</b>	<b>76,060</b>	<b>548,237</b>

Expenditure on charitable activities was £548,237 (2020 - £544,512) of which £45,967 (2020 - £59,425) was attributable to restricted and £502,270 (2020 - £485,086) was attributable to unrestricted fund

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

8 Allocation of support costs	Raising funds	The estate and gardens	Library and academia	The property and collection	Total
	£	£	£	£	£
Wages	37,821	3,036	3,036	3,036	46,929
Social security	1,164	317	317	317	2,115
Meetings & conferences	40	446	544	647	1,677
Insurance	-	2,204	2,204	4,407	8,815
Utilities	1,786	2,402	4,657	6,984	15,829
Office expenses	6,086	3,295	3,566	7,514	20,461
Staff costs	11,113	53	60	60	11,286
Sundry	1,694	1,693	2,192	3,687	9,266
Pensions	308	308	308	308	1,232
Governance (note 9)	4,743	4,752	4,752	4,754	19,001
Bank charges	467	934	934	2,336	4,671
<b>Total</b>	<b>65,222</b>	<b>19,440</b>	<b>22,570</b>	<b>34,050</b>	<b>141,282</b>

The support costs are allocated by charitable activity in proportion to the budgeted cost for each area.

9 Analysis of governance costs	2021	2020
	£	£
Trustees' expenses	28	531
Auditor's remuneration	9,000	9,000
Professional fees and Memberships	9,973	5,134
<b>Total</b>	<b>19,001</b>	<b>14,665</b>

10 Net income/(expenditure) for the year	2021	2020
	£	£
<b>This is stated after charging:</b>		
Depreciation – Owned Assets	43,212	43,420
Auditor's Remuneration:		
- Statutory audit	9,000	9,000
- Non audit services	2,724	2,633

11 Trustees' remuneration and benefits

None of the Trustees received remuneration or other benefits for services rendered during the year (2020 - £nil). One of the Trustees' received reimbursed expenses in 2021 totalling £85 (2020: £nil)

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

12 Analysis of staff costs and emoluments

	2021 £	2020 £
Wages and salaries	320,349	328,197
Social security costs	10,579	15,082
Other pension costs	<u>8,215</u>	<u>5,395</u>
	<u>339,143</u>	<u>348,674</u>
<b>Staff numbers:</b>		
Average Monthly Number of Contracted Staff	<u>22</u>	<u>20</u>

There were no employees with emoluments above £60,000 (2020 - none).

The key management personnel of the charity comprises the Chief Executive and the Deputy Director. The remuneration of key management personnel (including employer's national insurance contributions and employer's pension contributions) was £82,509 (2020: £61,268).

The remuneration of a Post-Doctoral Research Fellow (PDRF) was paid directly by the University of Southampton from which institution the PDRF are seconded. During the year the costs borne by the University of Southampton totalled £14,507 (2020 - £24,520).

Volunteers contribute to the charitable company by way of welcoming visitors, acting as tour guides and room stewards, undertaking book conservation and working to maintain the estate.

13 Corporation taxation

The charitable company is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

14 Tangible assets

	Investment property	Long leasehold property	Plant and machinery	Total
	£	£	£	£
<b>Cost:</b>				
At 1 January 2021	2,375,000	4,598,869	186,145	7,160,014
Additions	-	-	2,201	2,201
<b>At 31 December 2021</b>	<u>2,375,000</u>	<u>4,598,869</u>	<u>188,346</u>	<u>7,162,215</u>
<b>Depreciation:</b>				
At 1 January 2021	-	1,103,731	173,469	1,277,200
Charge for the year	-	36,791	6,421	43,212
<b>At 31 December 2021</b>	<u>-</u>	<u>1,140,522</u>	<u>179,890</u>	<u>1,320,412</u>
<b>NET BOOK VALUE:</b>				
<b>At 31 December 2021</b>	<u>2,375,000</u>	<u>3,458,347</u>	<u>8,456</u>	<u>5,841,803</u>
<b>At 31 December 2020</b>	<u>2,375,000</u>	<u>3,495,138</u>	<u>12,676</u>	<u>5,882,814</u>

The long-leasehold property relates to the depreciated historic cost of the charitable company's acquisition of Chawton House, which is leased from the family of Mr R. Knight on a peppercorn rent until 2115. Due to the nature of the restrictions within the lease, the Trustees consider the property to have no residual value to the Charity and therefore the long leasehold property is being depreciated in full over the life of the lease.

The investment property relates to freehold property adjacent to Chawton House, which the Charity rents to tenants in order to generate funds for the charitable use. A formal valuation was undertaken on 7 September 2021 by CKS Consulting. The valuation of the investment property was assessed to be £2,375,000.

15 Heritage assets

	Paintings and antiques	Books and manuscripts	Total
	£	£	£
<b>Cost:</b>			
At 1 January and 31 December 2021	<u>304,582</u>	<u>2,050,599</u>	<u>2,355,181</u>
<b>NET BOOK VALUE:</b>			
At 31 December 2021	<u>304,582</u>	<u>2,050,599</u>	<u>2,355,181</u>
At 31 December 2020	<u>304,582</u>	<u>2,050,599</u>	<u>2,355,181</u>

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

<b>16</b>	<b>Stocks</b>	<b>2021</b>	<b>2020</b>
		£	£
	Stock for resale	<b>7,110</b>	13,175
	Other stock	<b>1,505</b>	1,505
		<u><b>8,615</b></u>	<u>14,680</u>
<b>17</b>	<b>Debtors</b>	<b>2021</b>	<b>2020</b>
		£	£
	Trade debtors	<b>21,282</b>	1,698
	Accrued income	<b>6,751</b>	15,788
	Prepayments	<b>4,638</b>	4,004
		<u><b>32,671</b></u>	<u>21,490</u>
<b>18</b>	<b>Creditors: amounts falling due within one year</b>	<b>2021</b>	<b>2020</b>
		£	£
	Trade creditors	<b>12,491</b>	17,260
	Other creditors	<b>8,493</b>	6,107
	Accruals and deferred income	<b>56,739</b>	32,711
		<u><b>77,723</b></u>	<u>56,078</u>
<b>19</b>	<b>Deferred income</b>	<b>2021</b>	<b>2020</b>
		£	£
	At 1 January 2021	<b>5,952</b>	4,850
	Additions during the year	<b>25,016</b>	2,549
	Amounts released to income	<b>(1,500)</b>	(1,690)
	<b>At 31 December 2021</b>	<u><b>29,468</b></u>	<u>5,709</u>

Deferred income as at 31 December 2021 comprises advanced income in relation to wedding and rental income in respect of 2022.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

20 Analysis of charitable funds

Analysis of movement in unrestricted funds

	Balance 1 Jan 2021	Income/gains	Expenditure	Transfer	Balance 31 Dec 2021
	£	£	£	£	£
General fund	159,070	441,321	(583,293)	-	17,098
Designated Capital Fund	7,403,842	-	(36,791)	-	7,367,051
Designated Bench Fund	44,064	-	(9,165)	-	34,899
Revaluation reserve	834,153	-	-	-	834,153
	<b>8,441,129</b>	<b>441,321</b>	<b>(629,249)</b>	<b>-</b>	<b>8,253,201</b>

Analysis of movement in unrestricted funds – previous year

	Balance 1 Jan 2020	Income/gains	Expenditure	Transfer	Balance 31 Dec 2020
	£	£	£	£	£
General fund	293,198	451,777	(512,050)	(73,885)	159,070
Designated Capital Fund	7,359,315	-	(43,420)	87,947	7,403,842
Designated Major Repairs Fund	15,000	-	-	(15,000)	-
Designated Bench Fund	44,064	-	-	-	44,064
Revaluation reserve	59,153	775,000	-	-	834,153
	<b>7,770,730</b>	<b>1,226,777</b>	<b>(555,470)</b>	<b>(908)</b>	<b>8,441,129</b>

The General Fund represents funds available for the charitable company's purposes as set out in the governing documents of the Charity.

The Designated Capital Fund represents the tangible and heritage assets held by the charitable company. Each year the annual depreciation charge in respect of the long leasehold property is deducted from this fund. The transfer in the year has ensured the fund covers the full net book value of all fixed and heritage assets held.

The Designated Major Repairs Fund represents funds available for the upkeep of the charitable company's fixed assets. This fund was transferred to the general fund during the previous year as it is not expected to be utilized in the near term.

The Designated Bench Fund represents funds donated through the North American Friends of Chawton House in support of an appeal to raise resources to construct, install and maintain seating throughout the grounds of Chawton House.

The Revaluation Reserve represents the difference between the historic cost and revalued cost of the investment property following the revaluations undertaken by the Trustees in 2017, and CKS Consulting in 2021.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

20 Analysis of charitable funds (continued)

Analysis of movement in restricted funds

	Balance 1 Jan 2021	Income	Expenditure	Transfer	Balance 31 Dec 2021
	£	£	£	£	£
Book Conservation Fund	10,636	-	(2,488)	-	8,148
Painting Restoration Fund	3,636	-	-	-	3,636
Outdoor Lighting Fund	-	3,642	(4,348)	-	(706)
Culture Recovery Fund	38,573	35,600	(19,964)	-	54,209
Ardeola Charitable Trust	-	46,000	(19,167)	-	26,833
Building renovation	-	7,000	-	-	7,000
Website Development	(2,685)	-	-	-	(2,685)
Restricted funds	<b>50,160</b>	<b>92,242</b>	<b>(45,967)</b>	<b>-</b>	<b>96,435</b>

Analysis of movement in restricted funds – previous year

	Balance 1 Jan 2020	Income	Expenditure	Transfer	Balance 31 Dec 2020
	£	£	£	£	£
Book Conservation Fund	10,636	-	-	-	10,636
Painting Restoration Fund	3,636	-	-	-	3,636
Tea room/Scullery refurbishment	-	1,910	(2,818)	908	-
Visitor Experience Manager	-	80,420	(41,847)	-	38,573
Library Exhibition Room	-	9,250	(9,250)	-	-
Website Development	6,315	-	(9,000)	-	(2,685)
Restricted funds	<b>20,587</b>	<b>91,580</b>	<b>(62,915)</b>	<b>908</b>	<b>50,160</b>

The Restricted funds are available for future expenditure in relation to specific activities and projects that the charitable company will undertake.

The Book Conservation Fund represents funds of last resort to repair/conservate books.

The Painting Restoration Fund represents funds of last resort to repair/conservate art works.

The Outdoor Lighting Fund represents funds received from the South Downs National Park Authority for flexible outdoor lighting to run evening and winter outdoor events.

The Culture Recovery Fund (grant funding via the NLHF) represents funds held to cover essential costs due to loss of income because of forced closure during the pandemic. This fund is to cover some salary costs and some project costs between 1st October 2020 and 31st March 2021.

The Acquisition Fund relates to a Grant from the Friends of National Libraries and Godmersham Park Lost Sheep Society to finance the purchase of the Godmersham Park copy of William Cowper's Poems and The Task.

The Website Redevelopment Fund relates to funding from Foyle Foundation for the cost of re-designing the Chawton House website.

The Ardeola Charitable Trust Fund grant contributed to the salary costs of the Deputy Director for the period August 2021 – August 2022, as well as project costs for the Visiting Fellowship.

The Building Renovation Fund is a restricted donation received from an anonymous North American donor for the purposes of maintaining the building.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2021

21 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed Assets	-	5,841,803	-	5,841,803
Heritage Assets	-	2,355,181	-	2,355,181
Cash and current investments	53,535	39,119	96,435	189,089
Current Assets	41,286	-	-	41,286
Current Liabilities	(77,723)	-	-	(77,723)
<b>At 31 December 2021</b>	<b><u>17,098</u></b>	<b><u>8,236,103</u></b>	<b><u>96,435</u></b>	<b><u>8,349,636</u></b>

Analysis of net assets between funds – previous year

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed Assets	-	5,882,814	-	5,882,814
Heritage Assets	-	2,355,181	-	2,355,181
Cash and current investments	186,098	44,064	43,040	273,202
Current Assets	29,050	-	7,120	36,170
Current Liabilities	(56,078)	-	-	(56,078)
<b>At 31 December 2020</b>	<b><u>159,070</u></b>	<b><u>8,282,059</u></b>	<b><u>50,160</u></b>	<b><u>8,491,289</u></b>

22 Contingent Liabilities

Two former employees were members of a multi-employer pension scheme, which may expose the charitable company to liability due to the underfunding of the scheme. The charitable company is not, and has no intention to become, a member of any other multi-employer pension scheme. It is impracticable at this stage for the Trustees to determine the financial impact should this liability crystallise, however, the contingency planning for the charitable company does include contingent liability planning.

23 Related party transactions

Trustees remuneration and benefits have been detailed in note 11 of the financial statements. Donations were received in the year totalling £2,000 from one trustee (2020: £nil). Income was received by the charity from one trustee totalling £1,100 for the purchase of a book (2020: £nil).

24 Company information

Chawton House Library is a charitable company registered in England and Wales. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £10 per member of the charitable company.

**CHAWTON HOUSE LIBRARY**

England & Wales - Charity number 1026921

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# Accounts

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# **CHAWTON HOUSE LIBRARY**

**(A company limited by guarantee)**

**Company No. 02851718  
Charity Registered No. 1026921**

## **REPORT OF THE TRUSTEES AND AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020**

**tc** accounts · tax · legal · financial planning

The Granary  
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**CHAWTON HOUSE LIBRARY**

**FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2020**

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FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Chawton House is an extraordinary place with an extraordinary history. It was the home of Jane Austen's brother, Edward Austen Knight, well known to Jane Austen herself who lived a short walk from our front gate in the bailiff's house, itself part of the Chawton estate until the mid-20th century. The Great House, as it was known to the Austen and Knight families, remains in the Knight family after nearly 500 years of unbroken succession. It is now looked after by a charitable company founded nearly 25 years ago to preserve the house and grounds for the benefit of the public and to be a research library for the study of writing by women 1600-1830, enabled through the vision, commitment and generosity of Dr Sandy Lerner OBE, and the Bosack Kruger Foundation. The Knight family lends their collection of library books, paintings and furniture. Chawton House provides a place of rich cultural heritage and is part of any pilgrimage to Jane Austen's Hampshire for visitors, scholars, our local community and to audiences across the world. Our library and research holdings received a significant expansion this year, notably through the generosity, prior to her sad death, of Deirdre le Faye. Her gift to us of her archive, books and papers will constitute a third important library collection in support of our aims and mission.

Chawton House has undergone significant transformation in the last 4 years, widening access, activity and impact. It has also established business and working models that allow it to generate more of its own income. In 2017 14% of revenues were achieved through self-generated income, and by 2019 that had increased to 60%. Visitor numbers had increased from under 1,000 to 20,000 over the same period. The challenges brought by the pandemic from March 2020 to an enterprise that was reliant on visitors cannot be understated. It is a source of deep admiration of those involved – staff, volunteers, and supporters - that reach and impact have actually increased during 2020. In economic terms, every opportunity was taken to establish alternative revenues, with notable success. This has been achieved because of the strength and competence of the transformation years before 2020, and through the tireless, imaginative and agile response of the Chawton House team to truly testing conditions. Due to public health restrictions, the House was closed for 8 out of 12 months, and all planned activity for 2020 had to be reimaged, postponed or cancelled. Chawton House took every possible opportunity to share an alternative programme, exploiting more than ever the gardens and grounds – including outdoor cinema and fairs when permitted. The pandemic pivot of which we are most proud was the establishment and development of an online presence and programme, from a near standing start. There were more than 66,000 online visits including events, lectures, virtual tours. Chawton House was nominated for a Museums and Heritage Award specifically for its response to the pandemic. The Chair's Report of 2019 characterised that year as one of sustained, effective and expanded operations from the collegiate and dynamic staff team who delivered exceptional results. It is no exaggeration to report for 2020 that the team has far exceeded that description.

In early March 2020 the House re-opened with new interpretation throughout. The visitor's journey now traces the history of the house and family through the ground floor, through the Tapestry Gallery on the first floor where portraits of the House and maps, alongside the Rocque map of London, are an exploration of place. The exhibition rooms followed, the year's main event being *Man Up! Women who Stepped into a Man's World*, and on to the Oak Room and Long Gallery, where the portraits of our significant women of the Long 18th Century are now shown grouped in relation to each other, and are an elegant transition towards our two reading rooms. The Upper Reading Room is reserved for scholars, the Lower Reading Room is accessible to all, and is the location for our second annual collections-related exhibition. The Long Gallery is also now the location for temporary displays that can be developed quickly. As for outdoors, a comprehensive plan for the gardens and grounds had been made, and we were poised to implement our project, funded by a large number of generous North American donors; to replace and expand seating throughout the private grounds, despite the set-backs caused by a number of storms early in the year, and to make to the historically significant Dyer's Barn a new, accessible space for our events and for hire.

Once lockdown was announced the team began working remotely, and in a short space of time adapted and advanced again, with planned endeavours directly measured against our two lead charitable objectives, and with highly disciplined and effective business and contingency planning. If our usual audiences could not physically come to us, then we would bring our work to them. There was rapid development of online content, leading a large online programme: the three-day Lockdown Literary Festival featuring 31 talks, live Q&As, writing workshops, mass poetry writing, readings and interviews and a Virtual Garden Festival, with over 20,000 visits made to the festivals' content alone. The *Man Up!* Exhibition was digitised and the Chawton House Reading Group and the shop moved online. Tea Room operations switched into deliveries – establishing wider local links and increasing our awareness of how

**FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2020**

Chawton House can contribute beyond our gates, and onsite catering moved out of doors. Over 400 Afternoon Tea boxes were delivered to addresses in East Hampshire during the first lockdown alone, a project that continued to connect us throughout the remainder of the year to local towns and villages. The public footpaths across the estate have a new focus to the part they play in what we can offer, and the gardens and grounds came into their own as a place for recreation, providing necessary and popular public benefit, and unlocking the revenue opportunities for the charity. The programme of literary and other talks was expanded, and the benefits of online engagement became more fully realised. As restrictions eased, some regular events and fairs could resume. Gothic month and the Christmas season ran onsite and online, exploiting the gardens with a spooky Halloween trail and an ethereal Christmas lights walk. *The Female Spectator*, Chawton House's own journal, relaunched this year, including scholarship, history, literature and news, and a new Chawton House podcast began. With some furloughing unavoidable, this impressive endeavour contributing strong ongoing income resources has been carried out by a very small team, working mainly remotely. It was a very good year for acquisitions, the crowning glory being the return home to Chawton House of the Knight family's copy of William Cowper's *Poems* and *The Task*, books that it is highly likely Jane Austen read during her visits to her brother's Godmersham Park estate.

All literary and historic houses faced challenges akin to existential threat. We thank our loyal and generous supporters: more than £35,000 was donated in response to our Emergency Appeal launched as soon as lockdown began, and our North American Friends' support was as ever invaluable and generous, and we also thank the Ardeola Trust for imaginative and valuable support. We are grateful for the South Downs National Park's grant funding that enabled our outside offers to go forwards with success. Chawton House has achieved its first national level competitive public funding from the Covid Recovery Fund. The pandemic may have slowed part of our mission to full financial self-sufficiency, but it has not changed the direction of travel. The Trustees must credit above all the determination of the team at Chawton House to work through and beyond the difficulties of sustained disruption. The Trustees applaud the team on the practical and financial robustness shown through 2020. Chawton House has done, learned and shared more than could have been imagined at the start of 2020, and the Trustees are confident in continuation of the onward progress for our aims and vision.

  
.....  
**Louise Ansdell**

**Chairman**

## CHAWTON HOUSE LIBRARY

### FINANCIAL STATEMENTS

#### YEAR ENDED 31 DECEMBER 2020

The Trustees (who are also directors of the charitable company for the purposes of the Companies Act 2006), present their report with the financial statements of the charitable company for the year ended 31 December 2020.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and the charities Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable and in the UK and Republic of Ireland; FRS 102) issued in October 2019.

### OBJECTIVES AND ACTIVITIES

#### Our Purpose and Activities

The charitable objects of Chawton House Library are:

- a) To promote study and research into early women's literature
- b) To protect, restore and preserve Chawton House and the surrounding estate for the benefit of the public
- c) To advance the education of the public by creating and maintaining a working manor farm of the late eighteenth century at the property

Chawton House Library gives particular focus to the first two charitable objects. In 2017 the Trustees resolved not to pursue the third charitable objective within the charitable company's operations.

### Achievements and Performance in 2020

#### Public programme and exhibitions

The centrepiece of 2020's public programme was to have been the rehang of the House and the revitalised visitor journey through the building and our collections. The main exhibition, *Man Up! Women Who Stepped into a Man's World*, had received its previews and acclaim. Whilst full appreciation of these had to be paused from March, a wholesale review of operations and offer began as lockdown was announced. Within the first month, digital engagement had been transformed, with a 7-week long Rainbows of Hope social media campaign in collaboration with Jane Austen's House, and the team planned and then delivered a 3-day online literary festival with contributions from over 30 speakers and workshop leaders drawn from our national and international network of distinguished friends, patrons, former Visiting Fellows and collaborators. The outcome of this endeavour, planned and delivered within just 6 weeks, was a major achievement, technically, professionally and in terms of reach, testing our aim of bringing Chawton House to visitors if visitors could not come to us. With over 20,000 visits to 3 days of events, the Lockdown Literary Festival showed us not only what our audiences needed, but what we were capable of providing to them.

A 2-day online Garden Festival followed in June, when the Chawton House Summer Series of online lectures began, ending with a Jane Austen Quiz. We hosted, as we do each year, the Annual General Meeting of the Jane Austen Society this time unavoidably only online, ending on a most celebratory note to mark its 80<sup>th</sup> birthday with special tributes from many Jane Austen societies including numerous European countries, North and South America, India, Pakistan and Australia. The Long Gallery display was "*All About Emma*": enabling us to show our wide range of *Emma* editions, including illustrated books, and to reflect on film adaptations. The late summer brought the opportunity for us to return to some more familiar events such as vintage and plant fairs, and we could welcome in-person visitors to the centrepiece exhibition of the year. *Man up!* included a number of important loans: original manuscript writings of Charlotte and Emily Brontë from the Brontë Parsonage Museum, documents and textiles from the National Aerospace Library, and further loaned objects from Hampshire Record Office and Hampshire Culture Trust. October was set as Gothic month with a programme of literary and popular events, showcasing Chawton House's imagination in programming across all ages and tastes. With some limited visiting indoors towards the end of the year, the House was expertly dressed for Christmas, and outdoors sparkled with a Christmas Lights trail over the whole festive season. Our in-house journal, *The Female Spectator* was founded in 1995, and this year saw its relaunch with expanded and varied content alongside its habitual range of scholarly articles.

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2020**

**Research in 2020**

The Chawton House Collection comprises around 10,000 titles, including a women's writing collection of historic material, the Knight family library collection, and several collections of reference works relating to women writers. Star items include first editions of Jane Austen's novels, and several manuscripts, including a play adaptation of Samuel Richardson's *Sir Charles Grandison*, copied in Jane Austen's own hand. This collection is an extraordinary and singular resource enabling vast research opportunities in support of our first charitable object. Online resources include a full catalogue and 80 transcribed novels, some by well-known names, other by anonymous authors. Over the last two decades Chawton House has provided an unparalleled setting for scholarly research into both well-known and under-sung heroines of female literary endeavour from, broadly, 1600-1830, with some later specific onward acquisitions through the Brontës to Virginia Woolf. The Upper Reading Room enables up to 8 scholars and readers to undertake their work, on both the primary texts and extensive secondary collection. The Knight Collection comprises 2,800 books and combines the retained works from Godmersham Park's library and its catalogue, and the library from Chawton House itself. This library collection is kindly lent to us by Richard Knight.

Whilst the physical reading rooms have been largely closed for the year, research and the library have not been fallow. Among the scholarship achievements of the year, Dr Alison Daniell won the 2020 BSECS President's Prize for her paper 'Of False Hair, Bolstered Hips and Witchcraft: The Regulation of Women's Bodies and an Act of Parliament that Never Was', which was presented to a Chawton House audience as part of this year's Halloween programme. Alison's work includes a large focus on the life and legacy of Elizabeth Knight (1674-1737), and also contributed to the *Man Up!* exhibition.

The relaunch of *The Female Spectator* occurred in Summer 2020, a digital publication committed to sharing and promoting the research of scholars of women's writing alongside Chawton House news, in three issues per year. It has featured content from former Executive Director Gillian Dow, former Visiting Fellows, including Tita Chico and Emily Cock, and current early career researchers. The Lockdown Literary Festival also provided an opportunity to blend scholarly and popular content, with talks from prominent scholars. Contributions on women's writing ranged from a survey of early feminist works and a discussion of female literary societies to an exploration of the role of the publisher John Murray in women's literary networks, and the introduction of Jane West and Jane Porter alongside Jane Austen to audiences less familiar with 'the other Janes'. A well-subscribed summer lecture series of fortnightly talks and interviews on Jane Austen ran from June to September 2020, followed by an examination of Austen's unfinished novel *The Watsons* to mark Austen's birthday in December.

The Chawton House reading group, which meets monthly to discuss works by women in the collection, moved online and, as a result, doubled in size to welcome participants in Europe, America and Canada, expanding to two groups, and providing a sense of community through months of lockdown.

One of our volunteers, Martin Caddick, continued his outstanding dedication to a project collating the history of the Knight family, the house and the grounds and writing up house and room guides, building up the charitable company's internal resources for the benefit of our audiences.

**Collections conservation, development and acquisitions**

Like most small and medium sized collections organisations, we rely on the generosity of donors and supporters to expand our collection. 2020 has seen our greatest number of acquisitions in recent years, of which two are particularly seminal. We are now the honoured custodians of the late Deidre le Faye's papers and archive, which she arranged to come to us in the months before her death. Deidre's contribution to the knowledge and scholarship of Jane Austen and her family is unparalleled, and she will be much missed by us, as she is among all Janeites. She was a long-term champion of Chawton House and it is a privilege that we will be able to continue her lifetime endeavours through this unique acquisition. An annual commemorative lecture has been founded in her honour and in gratitude for her generosity. In December 2020 we were thrilled to "bring home" the Godmersham Park edition of William Cowper's *Poems* (1782) and *The Task* (1785.) As Jane Austen's favourite poet, according to her brother Henry, and with some evidence that Jane Austen held and read this very copy, this is the most significant of all the Knight family books that had left the collection to have returned. The return was enabled by the generosity of the Friends of National Libraries and the Godmersham Library Lost Sheep Society, to whom we extend sincere thanks and appreciation.

**FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2020**

The Lost Sheep Society further found, acquired and gave to us Louis de Rouvroy's *Memoirs of Monsieur le Duc de S. Simon, or The Truthful Observer, on the reign of Louis XIV, and on the first periods of the following reign* (1788). Richard Knight acquired the first edition presentation copy of *A Memoir of Jane Austen*, J.E. Austen-Leigh (1870) that had been given to Montagu Knight by James Edward Austen Leigh, the author and nephew of Jane Austen, another significant book to have come home to the library where it was first kept. Through the North American Friends of Chawton House, Sandra Clarke continued her generosity, with a Georgian silver cruet set, and donating to NAFCH's auction her *The Works of Miss Austen. Vol I Sense & Sensibility. Vol II Emma. Vol III. Mansfield Park. Vol V. Pride & Prejudice*, Jane Austen. (London: Richard Bentley, 1856), first owned by Lady Molesworth of Pencarrow. The successful bidder, Laura Rocklyn, donated these custom-bound editions to our collection.

We were also honoured and pleased to accept from our founder Dr Lerner, through NAFCH, the 14 volume series "Famous Women", which received its own display during the summer of 2021 in the Long Gallery. Tony Souter gave us a fascinating 18<sup>th</sup> century manuscript recipe book. In September 2020 we signed a 25-year loan agreement with the Jane Austen Society UK for the portrait of Edward Austen Knight as a young gentleman in Rome on his Grand Tour (1789/1790), attributed to Hugh Hamilton, securing the painting in its traditional location of the dining room.

We extend our thanks to the private and institutional donors who made 2020 a stellar year for the collection. The planned flagship collections event of the year, the rehang of the house, had to be kept back until restrictions permitted, however during the closed months, a comprehensive collections review began and made much progress under the stewardship of Chawton House's first Curator and Collections Manager.

**Visitor Experience and Relationships, the House, the Gardens and Grounds**

For a great many, a visit to Jane Austen's Hampshire is the trip of a lifetime, and can be more frequent than that, and whilst we waited for conditions to enable restored levels of access for those who are yet to come, or come back, in person, the year has spot-lit the depth and breadth of the relationships we have with a local and with a digital community of visitors. Our vision for the pursuit of our second charitable object takes the form of being an outward facing, welcoming organisation that shares generously the extraordinary resources – of place, of history, of cultural life – with as many people as possible.

The value of our outdoors, the gardens and grounds increased for our audiences, including new outdoor catering, in surroundings that received expert and consistent care and development. We are gratified that so many more people local to Chawton House have found us, and they have been a consistent, welcome and returning presence throughout the year. Our Garden Manager joined during 2020 and contributed tirelessly to our outdoor offer and to the presentation and management of the extensive resources within her remit. The kitchen gardens were maintained to an excellent standard through the dedication of our garden volunteer team. A spring bulb planting project saw 20,000 bulbs planted in a massive volunteer activity during the autumn. We value highly our relationship with Chawton School, this year enjoying their use of part of the Walled Garden as an outside classroom.

Our catering operation pivoted outdoors and beyond our gates, with afternoon tea-box deliveries in our local area on Mothering Sunday, at Easter, over the Garden Festival weekend, Father's Day and on the 75<sup>th</sup> anniversary of VE Day. The Tea Shed opened in an adapted shed by the gates, providing for walkers as well as our own visitors, and the South Lawn came into its own whilst the Old Kitchen Tea Room and Courtyard could not provide our usual hospitality venues.

Our relationships within Hampshire continue to thrive, including our natural links with Jane Austen's House and Gilbert White's House. East Hampshire District Council, Hampshire County Council and South Downs National Park Authority continued their welcome support and relationships. We participated fully in a pandemic-focussed forum for the heritage and visitor attractions of North East Hampshire. In March we were honoured to receive Visit England's Hidden Gem Award for the second year running, and then in September TripAdvisor's Travellers' Choice Award, especially gratifying given the circumstances of 2020.

**FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2020**

Our in person visitor numbers, for the months that we could be open, were 70% of 2019's levels, which was encouraging. The numbers of online visits exceeded all expectations, and our social media traffic increased exponentially. We sense a well-founded confidence that we are known and seen better and by a wider audience as a result of the dynamic response to the pandemic.

**People at Chawton House**

At 31 December 2020 there was a team of 20 paid staff, representing 11 FTE. The commitment and dedication of all those involved earns high praise and appreciation, and the warm welcome provided by staff and volunteers is popular with visitors, with many direct and online accolades. Executive and financial leadership of the Chawton House team during the year, a team including some at the very start of their careers, has been exceptional.

The Board of Trustees met monthly from March to July, and thereafter quarterly during the year, with additional individual contributions being made outside of meetings where relevant for individual Trustees' areas of skill and expertise.

**Commercial Trading Income**

Trading income from commercial activity inevitably altered during 2020, given the severe restrictions on access and travel. In the circumstances, £137,183 represents positive financial performance (2019: £186,766). Due to the conditions created by the pandemic, the unequivocal opportunities for growth in trading income through increased private hire, weddings, expanded opening hours and additional special events were delayed.

**Donated, grant income and non-commercial trading income**

The reduction in on-site footfall due to the public health restrictions inevitably led to a decline in on-site donations. Income from these combined sources was £406,174 (2019: £472,334). The Stables and Coach House Cottage continue to be let to residential tenants with further revenues from farming tenants.

We received funding from the Ardeola Trust for the first time, which has been continued, with our thanks and gratitude, into 2021. We remain so grateful for the generous support from many individuals across the world. Particular thanks are due to our North American Friends of Chawton House for their consistent and effective fundraising energies. Our applications in each round of the Government's Covid Recovery Fund have been successful, the first competitive public funding that Chawton House has achieved. East Hampshire District Council and South Downs National Parks Authority support enabled our public facing offer to adapt to pandemic conditions. Grant income in 2020 was £136,882, an increase of 64% (2019: £83,511).

**Financial operations in brief**

Our commercial vision for Chawton House is that it will be capable of meeting the majority of basic running costs from self-generated income. The prodigious efforts and creditable outcome during a year of disrupted operations demonstrated that this remains a realistic aim, on which Chawton House can and should place some reliance. Grant income remains an important part of core funding, and we are grateful for salary support from the Bosack Kruger Foundation (via the University of Southampton) for funding of an academic post. The Trustees approached the uncertain and unpredictable times during 2020 with cautious optimism. There is confidence that Chawton House was and will be able to withstand the challenges to our activities caused by public health restrictions. Diversification of financial operations was achieved rapidly, and effectively, during the year.

**Public benefit in 2020**

In shaping our objectives for the year and planning the charity's activities, the trustees have considered the Charity Commission's guidance on public benefit.

The Gardens remained open to visitors whenever public health restrictions permitted, and we promoted greater use of the footpaths across our land. This builds on our public benefit through the historic settings bringing to life the context within which our women writers, and Jane Austen herself, lived and worked. Access to the house and grounds enables visitors to benefit from the physical and social legacy of the Knight family's unbroken links with Chawton House over 500 years and our own collection of books, paintings and works of art.

**FINANCIAL STATEMENTS  
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The increase in programming of varied events, including the development of popular and diverse online events, together with the provision of socially distanced leisure activities to members of the public has expanded significantly the ways in which we provide public benefit during 2020. The extent to which Chawton House has found a larger local audience during the year, which has remained faithful with visitors returning many times over, helps us to be confident that our public benefit will continue to increase with the return of physical visitors and scholars, as public health restrictions diminish further.

We foster research and understanding of early women writers, restoring them to their rightful place in the history of English literature and enabling them to speak directly to - and inspire - future generations. The Library's unique collection of women's writing is accessible to anyone who wishes to use it. Many of the works in the collection were neglected, and the research being undertaken at Chawton House is helping to put these books and their authors back on the intellectual map.

**Financial review**

The year under review saw income decrease and costs remain tightly managed in line with the financial management plans and constant good financial management. Trustees continue to implement a programme of financially prudent stewardship and re-organisation, together with contingency planning including managing any contingent liabilities that may crystallise.

Financial results for the year are shown on page 15.

**Reserves policy**

The reserves policy of the charity is to maintain sufficient reserves in order to provide support for the charitable company's activities. Given the impact of the pandemic on trading activity, some support from reserves was inevitable, however the extent of recourse to those funds has been comparatively limited as a result of the good management and stewardship of income and expenditure.

The charity held free reserves of £159,070 at 31 December 2020 (2019: £293,198). Trustees consider the charity to be operating within the reserves policy.

**Risk management**

Risk management policies continue to be kept under review.

**Plans for the Future**

The strategic aim remains to create a widely known and notable literary and heritage destination, with local, national and international appeal. The Charity will continue to exploit and expand opportunities to work collaboratively with the heritage, tourism, academic and educational resources. There has been a transformation of digital reach potential in a short space of time, embedding the international reach of our work. There has also been a marked expansion in local connections. The mutual benefit of these operations will assist to inform and shape future planning.

The Charity's physical location at the edge of Chawton village provides opportunities to open up the estate further, to accommodate increased visitor numbers whilst preserving the character and attributes of the historic setting and the academic study centre offer. There is also scope to provide further amenities to contribute to the local community.

The Trustees recognise that this will require responsible management of the operation of the charitable company and its finances, positive outcomes to grant and other funding applications in support of the development of a sustainable business model, whilst remaining open to scholars and visitors, where safe to do so. The Trustees' view is that the charitable company remains in transition period towards this aim, with positive progress to date and a measure of optimism going forwards, tempered by the uncertainties of the conditions created by the pandemic.

## CHAWTON HOUSE LIBRARY

### FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Governing document

Chawton House Library ("Chawton House") is a charitable company limited by guarantee. Incorporated on 3 September 1993 (registration number 02851718) and registered as a charity on 6 October 1993 (registration number 1026921). Chawton House was formed under a Memorandum of Association that established its objects and powers. It is governed under its Articles of Association by a board whose members are directors for the purposes of company law and Trustees for the purposes of Charity law. The names of the members of the board who served during the year and up to the date of this report are set out on page 9. Chawton House Library uses the name 'Chawton House'. New Trustees may be appointed by an ordinary resolution of the charitable company, or by a decision of the board of Trustees. Any Trustee appointed by the board only holds office until the next following Annual General Meeting of the Library, but may then be eligible for re-election. Members of the charitable company guarantee to contribute an amount not exceeding £10 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 December 2020 was seven.

#### Related parties

##### Patrons, Friends and Volunteers

The Trustees remain grateful for the continued advice and support of the Library's patrons:

Dr Sandy Lerner (Founding Patron)  
Dame Mary Fagan DCVO, JP  
Miss Joanna Trollope CBE  
Professor Michèle Roberts  
Ms Claire Tomalin FRSL  
Professor Isobel Grundy  
Professor Cora Kaplan  
Professor Richard Ovenden

The Rt Hon the Earl of Selborne GBE, FRS, DL  
Mr Alan Titchmarsh MBE, VMH, DL  
Mr Nigel Humphreys  
Dr Deirdre Le Faye (to July 2020)  
Mrs June Parkinson  
Professor Janet Todd OBE  
Mrs Gilly Drummond OBE DL

We are pleased to acknowledge the assistance provided by the Friends of Chawton House Library and North American Friends of Chawton House. We are grateful to our volunteer network, in particular this year the garden volunteers. We missed many of our volunteers who had to suspend their invaluable contribution to guiding, interpretation and book conservation which in normal times enables the charitable objectives to be fulfilled and enhanced.

#### Connected organisations

The Library is connected with two non-profit corporations incorporated in Massachusetts:

- The Leonard X. Bosack and Bette Kruger Charitable Foundation, Inc ("the Foundation")
- North American Friends of Chawton House ("NAFCH")

Chawton House received direct donations from NAFCH during the year. The Foundation continued to provide secondment support via the University of Southampton for an academic salary. The Trustees are grateful to these bodies for their continuing support of Chawton House and for the advice and assistance provided by the respective Boards and their officers.

## CHAWTON HOUSE LIBRARY

### FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

### REFERENCE AND ADMINISTRATIVE DETAILS

#### Directors and Trustees

The directors of the charitable company (the Charity) are its Trustees for the purpose of Charity law. The Trustees and officers serving during the year and since the year-end were as follows:

Mrs L Ansdell (Chair)  
Mr R E B Knight  
Mr R Bhattacharya  
Mr S Knight  
Mrs A McMeehan Roberts  
Professor K O'Brien (to December 2021)  
Mrs S Saville

**Company Secretary:** Ms K E Childs

**Registered Office:** Chawton House  
Chawton  
Alton  
Hampshire  
GU34 1SJ

**Company Number:** 02851718

**Charity Registered Number:** 1026921

**Auditors:** TC Group  
The Courtyard  
Shoreham Road  
Upper Beeding  
Steyning  
West Sussex  
BN44 3TN

**Solicitors:** Paris Smith LLP  
Number 1  
London Road  
Southampton  
SO15 2EA

**Bankers:** National Westminster Bank plc  
3 London Street  
Old Market Square  
Basingstoke  
Hampshire  
RG21 7NS

**FINANCIAL STATEMENTS  
YEAR ENDED 31 DECEMBER 2020**

**Trustees' responsibilities**

The Trustees (who are also directors of Chawton House Library 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 2019 (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.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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.

**Auditors**

TC Group are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

Approved by order of the board of Trustees on 28 October 2021 and signed on their behalf by:



**Mrs Louise Ansdell - Trustee**

## CHAWTON HOUSE LIBRARY

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY

#### Opinion

We have audited the financial statements of Chawton House Library (the 'charitable company') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes numbered 1 to 24. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the director with respect to going concern are described in the relevant sections of this report

## CHAWTON HOUSE LIBRARY

### INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY

#### Other information

The other information comprises the information included in the Trustees' Annual Report. The Trustees are responsible for the other information. Our opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' Annual Report, which includes the Directors' Report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report included within the Trustees' Annual Report has been prepared in accordance with applicable legal requirements.

#### Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate and proper accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies' regime and take advantage of the small companies' exemption in preparing the Trustees' Annual Report and from the requirement to prepare a strategic report.

#### Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement (set out on pages 10), the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

**INDEPENDENT AUDITOR'S REPORT  
TO THE MEMBERS OF CHAWTON HOUSE LIBRARY**

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

**Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

**Extent to which the audit was considered capable of detecting irregularities, including fraud**

The objectives of our audit, in respect to fraud, are: to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses; and to respond appropriately to fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both those charged with governance of the entity and its management.

Our approach was as follows:

- We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general sector experience, and through discussion with the trustees and other management (as required by auditing standards), and discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations (see below);
- We identified the following areas as those most likely to have such an effect: health and safety; General Data Protection Regulation (GDPR); fraud; bribery and corruption; and employment law. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the trustees and other management and inspection of regulatory and legal correspondence, if any. The identified actual or suspected non-compliance was not sufficiently significant to our audit to result in our response being identified as a key audit matter.
- We considered the legal and regulatory frameworks directly applicable to the financial statements reporting framework (FRS 102, the Companies Act 2006 and the Charities Act 2011) and the relevant tax compliance regulations in the UK;
- We considered the nature of the charitable company's operations, the control environment and financial performance.
- We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance throughout the audit;
- We considered the procedures and controls that the charitable company has established to address risks identified, or that otherwise prevent, deter and detect fraud; and how senior management monitors those programmes and controls.

## **CHAWTON HOUSE LIBRARY**

### **INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CHAWTON HOUSE LIBRARY**

Based on this understanding we designed our audit procedures to identify non-compliance with such laws and regulations. Where the risk was considered to be higher, we performed audit procedures to address each identified fraud risk. These procedures included: testing manual journals; reviewing the financial statement disclosures and testing to supporting documentation; performing analytical procedures; and enquiring of management, and were designed to provide reasonable assurance that the financial statements were free from fraud or error.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations (irregularities) is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### **Use of our report**

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

*TC Group*

**Jonathan Aikens ACA DChA (Senior Statutory Auditor)**

**For and on behalf of TC Group**

Statutory Auditor  
Office: Sussex

Date: 28 October 2021

TC Group is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

## CHAWTON HOUSE LIBRARY

### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted funds £	Restricted funds £	2020 Total funds £	2019 Total funds £
<b>Income and endowments from:</b>					
Donations and legacies	2	242,482	91,580	<b>334,062</b>	394,159
Other trading activities	4	137,183	-	<b>137,183</b>	186,766
Investments	5	72,112	-	<b>72,112</b>	78,175
<b>Total</b>		<b>451,777</b>	<b>91,580</b>	<b>543,357</b>	<b>659,100</b>
<b>Expenditure on:</b>					
Raising funds	6	70,383	3,490	<b>73,873</b>	163,399
Charitable Activities	7				
The estate and gardens		107,649	802	<b>108,451</b>	108,651
Library and academia		225,228	14,200	<b>239,428</b>	208,107
The property and collection		110,864	44,423	<b>155,287</b>	97,475
Raising awareness		41,346	-	<b>41,346</b>	46,363
<b>Total</b>		<b>555,470</b>	<b>62,915</b>	<b>618,385</b>	<b>623,995</b>
Net gains on revaluation of investment property	14	775,000	-	<b>775,000</b>	-
<b>Net income/(expenditure)</b>		<b>671,307</b>	<b>28,665</b>	<b>699,972</b>	<b>35,105</b>
<b>Transfers between funds</b>	20	(908)	908	-	-
		<b>670,399</b>	<b>29,573</b>	<b>699,972</b>	<b>35,105</b>
<b>Net Movement in Funds</b>		<b>670,399</b>	<b>29,573</b>	<b>699,972</b>	<b>35,105</b>
<b>Reconciliation of Funds:</b>					
Total funds brought forward		<b>7,770,730</b>	<b>20,587</b>	<b>7,791,317</b>	7,756,212
<b>Total funds carried forward</b>		<b>8,441,129</b>	<b>50,160</b>	<b>8,491,289</b>	7,791,317

All income and expenditure derive from continuing activities.

The statement of financial activities includes all gains and losses recognised during the year.

The notes on pages 18 to 28 form an integral part of these financial statements.

## CHAWTON HOUSE LIBRARY

### BALANCE SHEET AS AT 31st DECEMBER 2020

	Note	2020 £	2019 £
<b>Fixed assets</b>			
Tangible assets	14	5,882,814	5,146,332
Heritage assets	15	<u>2,355,181</u>	<u>2,355,181</u>
		<b>8,237,995</b>	<b>7,501,513</b>
<b>Current assets</b>			
Stocks	16	14,680	11,795
Debtors	17	21,490	9,434
Cash at bank and in hand		<u>273,202</u>	<u>306,244</u>
		<b>309,372</b>	<b>327,473</b>
<b>Liabilities</b>			
Creditors: Amounts Falling Due Within One Year	18	<u>(56,078)</u>	<u>(37,669)</u>
<b>Net Current (Liabilities)/Assets</b>		<b>253,294</b>	<b>289,804</b>
<b>Total Assets Less Current Liabilities</b>		<b>8,491,289</b>	<b>7,791,317</b>
<b>Net Assets</b>		<b>8,491,289</b>	<b>7,791,317</b>
<b>Funds of The Charity:</b>	20		
<b>Restricted Funds</b>		<u>50,160</u>	<u>20,587</u>
Unrestricted Funds		<u>7,606,976</u>	<u>7,711,577</u>
Revaluation reserve		<u>834,153</u>	<u>59,153</u>
<b>Total unrestricted funds</b>		<u>8,441,129</u>	<u>7,770,730</u>
<b>Total Funds</b>		<b>8,491,289</b>	<b>7,791,317</b>

These 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 Board of Trustees on 28 October 2021 and are signed on their behalf by



**Mrs Louise Ansdell**  
Trustee

Company registration number 02851718

The notes on pages 18 to 28 form an integral part of these financial statements.

**CHAWTON HOUSE LIBRARY****CASH FLOW STATEMENT  
FOR THE YEAR ENDED 31 DECEMBER 2020****Reconciliation of net income/(expenditure) to net cash flow from operating activities**

	<b>2020</b>	2019
	<b>£</b>	£
<b>Net income/(expenditure)(as per the statement of financial activities)</b>	<b>699,972</b>	35,105
<b>Adjustments for:</b>		
Depreciation charges	<b>43,420</b>	62,018
Interest from investments	<b>(89)</b>	(201)
Revaluation of investment property	<b>(775,000)</b>	-
(Increase)/decrease in stocks	<b>(2,885)</b>	(1,729)
(Increase)/decrease in debtors	<b>(12,056)</b>	4,846
Increase/(decrease) in Creditors	<b>18,409</b>	(58,212)
	<hr/> <b>(28,229)</b> <hr/>	<hr/> 41,827 <hr/>

**Cash Flow Statement**

	<b>2020</b>	2019
	<b>£</b>	£
<b>Cash flows from operating activities:</b>		
<b>Net cash provided by (used in) operating activities</b>	<hr/> <b>(28,229)</b> <hr/>	<hr/> 41,827 <hr/>
<b>Cash flows from investing activities:</b>		
Interest from investments	<b>89</b>	201
Proceeds from the sale of tangible assets	<b>-</b>	-
Purchase of property, plant and equipment	<b>(4,902)</b>	-
	<hr/> <b>(4,813)</b> <hr/>	<hr/> 201 <hr/>
<b>Change in cash and cash equivalents in the reporting period</b>	<b>(33,042)</b>	42,028
Cash and cash equivalents at the beginning of the period	<hr/> <b>306,244</b> <hr/>	<hr/> 264,216 <hr/>
<b>Cash and cash equivalents at the end of the reporting period</b>	<hr/> <b>273,202</b> <hr/>	<hr/> 306,244 <hr/>

The notes on pages 18 to 28 form an integral part of these financial statements.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**1 Accounting Policies**

**Basis of Accounting**

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 Republic of Ireland (FRS 102)(effective 1 January 2015) – (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Chawton House Library meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The financial statements are prepared under the historical cost convention. The financial statements are presented in sterling which is the functional currency of the charitable company and rounded to the nearest £.

**Income**

All income is recognised in the Statement of Financial Activities once the charitable company has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charitable company to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Allocation and apportionment of costs**

Support costs are allocated by charitable activity in proportion to the budgeted costs for each area.

Any expenses in connection with the assistance are classified as Volunteers Expenses. The value of the volunteers' time has not been calculated.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life as follows:

Plant and machinery	- at 20% & 25% on cost
Long leasehold property	- over life of lease

Long leasehold property is held on a 125 year lease expiring in 2115 with annual rent of a peppercorn.

Investment properties for which fair value can be measured reliably are measured at fair value at each reporting date with changes in fair value recognised in 'net gains/(losses) on investments in the Statement of Financial Activities'.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**1 Accounting Policies (continued)**

**Tangible fixed assets (continued)**

Annual impairment reviews are carried out on behalf of the Trustees in respect of those assets which are not depreciated. This review involves a comparison of the current carrying amount of the fixed asset with its recoverable amount. Where the recoverable amount is lower than the carrying amount the asset is considered to be impaired and an impairment loss is recognised in the Statement of Financial Activities.

The cost of refurbishment of properties owned by the charitable company is capitalised and included within fixed assets where the work represents an addition to the property, or an improvement. The cost of repairs and maintenance are written off as incurred.

**Heritage assets**

Heritage assets comprise paintings, antiques and books. Painting and antiques are acquired by the charitable company to enhance the setting of the charitable company. Books are acquired to extend the charitable company's collection of Early Women's writing. Paintings and antiques are maintained in good condition and are subject to restoration when necessary. Books are maintained securely and at temperatures that aid preservation in good condition, and are subject to an ongoing conservation programme.

All heritage assets are recorded in a database which is reviewed annually and in accordance with the SORP, no depreciation is charged on assets which are considered to have an indefinite useful life. Consequently, no depreciation is provided on paintings and antiques, or books and manuscripts. These items are subject to annual impairment reviews.

Access to paintings and antiques is available to all visitors to Chawton House. Books are accessed by Visiting Fellows and other academics, and to book specialists on written request.

**Stocks**

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

**Taxation**

The charitable company is exempt from corporation tax on its charitable activities.

**Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the Trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charitable company.

Designated funds are unrestricted funds of the charitable company which the Trustees have decided at their discretion to set aside for a specific purpose.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

**1 Accounting Policies (continued)**

**Donations**

Donations are recognised on entitlement. Donations of fixed assets are included in the accounts at values provided by the donor or at market value, if valued within 12 months of the date of the donation. Donated goods and services are included as income at the equivalent market value. An equal cost is also included in the accounts.

**Going Concern**

Trading and financial operations during 2020 were successful, with performance representing a creditable proportion of sums forecast at a time without the restrictions imposed by UK Government regulations. During 2020 the Charity continued to generate a significant part of its income from its own activities. External funding increased, including the first national level public funding, and this should be seen as external funders' confidence in the competence and resilience of Chawton House Library. The comparative success of the year can be seen as being able to draw on the positive benefits of financial and operational decisions made in prior years. The Trustees remain unable to conclude the impact, if any, of the contingent liability related to past pensions on the charity's cashflow.

The suspension of operations resulting from statutory restriction on movement, the prohibitions on access to heritage and library venues and the immediate loss of visitor related income were challenges that the charity met by a rapid diversification of trading operations, within the statutory restrictions, and the swift development of digital programming and appeals for donor funding. The Trustees determine that the reserves policy decisions made previously, the implementation of a restructuring programme, the effectiveness of prior years' operational plans and the vigour of the diversification of activities developed since March 2020 demonstrate a commercially responsible and effective approach to managing the financial resources of the charity. The charity is fortunate in that it owns substantial assets including leasehold and freehold property and some land. The existence of potential liability for pension funding deficit has been taken into account in the Trustees' evaluation.

The Trustees of Chawton House Library have carefully assessed:

- the positive progress of the programme to stabilise and manage the financial resources of Chawton House Library
- the rapid and effective response to the changed trading conditions created by statutory restrictions related to coronavirus pandemic
- the progress of strategy to create a self-sustaining business model in support of the charitable objectives.

The Trustees have come to the unanimous conclusion that Chawton House Library is a going concern. The Trustees will keep that conclusion under review to ensure that they discharge their responsibilities as Trustees to the full, hence the Trustees continue to adopt the going concern basis in preparing these financial statements.

**Critical accounting estimates and judgements**

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised.

The trustees do not consider that there are any critical estimates or areas of judgement that need to be brought to the attention of the readers of the financial statements.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

**2 Income from donations and legacies**

	<b>2020</b>	2019
	<b>£</b>	£
Donations and transition funds	<b>70,999</b>	107,526
NAFCHL donations	<b>63,060</b>	70,563
Gift aid	<b>7,320</b>	8,908
Grants received (see note 3 below)	<b>136,882</b>	83,511
Subscriptions	<b>5,030</b>	11,616
Admissions	<b>50,771</b>	112,035
	<b><u>334,062</u></b>	<u>394,159</u>

Income from donations and legacies was £334,062 (2019 - £394,159) of which £91,580 (2019 - £21,522) was attributable to restricted and £242,482 (2019 - £372,637) was attributable to unrestricted funds.

**3 Grants received**

	<b>2020</b>	2019
	<b>£</b>	£
Rural Payments Agency – Countryside Stewardship Support	<b>12,023</b>	13,511
NHLF Covid Recovery Fund	<b>71,200</b>	-
South Downs National Park	<b>11,130</b>	-
Other grants	<b>42,529</b>	-
The Foyle Foundation	-	20,000
Garfield Weston Foundation	-	50,000
	<b><u>136,882</u></b>	<u>83,511</u>

**4 Other trading activities**

	<b>2020</b>	2019
	<b>£</b>	£
Shop income	<b>80,528</b>	138,758
Rent, room hire and related income	<b>35,550</b>	33,732
Academic, educational and library events	<b>21,105</b>	14,276
	<b><u>137,183</u></b>	<u>186,766</u>

Income from other trading activities was £137,183 (2019 - £186,766) of which £nil (2019 - £nil) was attributable to restricted and £137,183 (2019 - £186,766) was attributable to unrestricted funds.

**5 Investment income**

	<b>2020</b>	2019
	<b>£</b>	£
Rents received	<b>72,023</b>	77,974
Deposit account interest	<b>89</b>	201
	<b><u>72,112</u></b>	<u>78,175</u>

## CHAWTON HOUSE LIBRARY

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2020

<b>6</b>	<b>Raising funds</b>	<b>2020</b>	2019
		£	£
	Costs of sales	<b>40,879</b>	60,032
	Support costs	<b>32,994</b>	103,367
		<b>£73,873</b>	<b>163,399</b>

Expenditure on raising funds was £73,873 (2019 - £163,399) of which £3,490 (2019 - £237) was attributable to restricted and £70,383 (2019 - £163,162) was attributable to unrestricted funds.

<b>7</b>	<b>Analysis of expenditure on charitable activities</b>	<b>Direct costs</b>	<b>Support costs</b>	<b>TOTAL</b>
		£	£	£
	The estate and gardens	<b>93,885</b>	<b>14,566</b>	<b>108,451</b>
	Library and academia	<b>188,856</b>	<b>50,572</b>	<b>239,428</b>
	The property and collection	<b>138,267</b>	<b>17,020</b>	<b>155,287</b>
	Raising awareness	<b>24,125</b>	<b>17,221</b>	<b>41,346</b>
		<b>445,133</b>	<b>99,379</b>	<b>544,512</b>

Expenditure on charitable activities was £544,512 (2019 - £460,596) of which £59,425 (2019 - £15,974) was attributable to restricted and £485,086 (2019 - £444,622) was attributable to unrestricted funds.

<b>8</b>	<b>Allocation of support costs</b>	<b>Raising funds</b>	<b>The estate and gardens</b>	<b>Library and academia</b>	<b>The property and collection</b>	<b>Raising awareness</b>	<b>Total</b>
		£	£	£	£	£	£
	Wages	20,470	5,174	20,695	-	7,760	<b>54,099</b>
	Social security	1,108	591	1,182	370	444	<b>3,695</b>
	Meetings & conferences	142	142	580	296	568	<b>1,728</b>
	Insurance	-	-	7,290	-	-	<b>7,290</b>
	Utilities	3,958	-	7,017	-	2,225	<b>13,200</b>
	Office expenses	3,386	2,908	7,339	5,138	1,825	<b>20,596</b>
	Staff costs	59	361	563	320	-	<b>1,303</b>
	Sundry	491	1,452	1,967	5,710	1,418	<b>11,038</b>
	Pensions	155	155	155	154	154	<b>773</b>
	Governance	2,827	2,986	2,986	3,039	2,827	<b>14,665</b>
	Bank charges	398	797	798	1,993	-	<b>3,986</b>
	<b>Total</b>	<b>32,994</b>	<b>14,566</b>	<b>50,572</b>	<b>17,020</b>	<b>17,221</b>	<b>132,373</b>

The support costs are allocated by charitable activity in proportion to the budgeted cost for each area.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

<b>9</b>	<b>Analysis of governance costs</b>	<b>2020</b>	<b>2019</b>
		£	£
	Trustees' expenses	-	-
	Auditor's remuneration	<b>9,000</b>	9,000
	Legal fees	<b>5,134</b>	10,700
		<hr/>	<hr/>
	<b>Total</b>	<b>14,665</b>	19,700
		<hr/>	<hr/>

<b>10</b>	<b>Net income/(expenditure) for the year</b>	<b>2020</b>	<b>2019</b>
		£	£
	<b>This is stated after charging:</b>		
	Depreciation – Owned Assets	<b>43,420</b>	62,018
	Auditor's Remuneration:		
	- Statutory audit	<b>9,000</b>	9,000
	- Non audit services	<b>2,633</b>	2,431
		<hr/>	<hr/>

**11 Trustees' remuneration and benefits**

None of the Trustees received remuneration or other benefits for services rendered during the year (2019 - £nil).

None of the Trustee's received reimbursed expenses in 2020 or 2019.

**12 Analysis of staff costs and emoluments**

	<b>2020</b>	<b>2019</b>
	£	£
Wages and salaries	<b>328,197</b>	289,021
Social security costs	<b>15,082</b>	14,975
Other pension costs	<b>5,395</b>	8,305
	<hr/>	<hr/>
	<b>348,674</b>	312,301
	<hr/>	<hr/>
<b>Staff numbers:</b>		
Average Monthly Number of Contracted Staff	<b>20</b>	18
	<hr/>	<hr/>

There were no employees with emoluments above £60,000 (2019 - none).

The remuneration of a Post-Doctoral Research Fellow (PDRF) was paid directly by the University of Southampton from which institution the PDRF are seconded. During the year the costs borne by the University of Southampton totalled £24,520 (2019 - £26,028).

Volunteers contribute to the charitable company by way of welcoming visitors, acting as tour guides and room stewards, undertaking book conservation and working to maintain the estate.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

13 Corporation taxation

The charitable company is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

14 Tangible assets

	Investment property	Long leasehold property	Plant and machinery	Total
	£	£	£	£
<b>Cost:</b>				
At 1 January 2020	1,600,000	4,598,869	181,243	6,380,112
Revaluations	775,000	-	-	775,000
Additions	-	-	4,902	4,902
<b>At 31 December 2020</b>	<b>2,375,000</b>	<b>4,598,869</b>	<b>186,145</b>	<b>7,160,014</b>
<b>Depreciation:</b>				
At 1 January 2020	-	1,066,939	166,841	1,233,780
Charge for the year	-	36,792	6,628	43,420
<b>At 31 December 2020</b>	<b>-</b>	<b>1,103,731</b>	<b>173,469</b>	<b>1,277,200</b>
<b>NET BOOK VALUE:</b>				
<b>At 31 December 2020</b>	<b>2,375,000</b>	<b>3,495,138</b>	<b>12,676</b>	<b>5,882,814</b>
<b>At 31 December 2019</b>	<b>1,600,000</b>	<b>3,531,930</b>	<b>14,402</b>	<b>5,146,332</b>

The long-leasehold property relates to the depreciated historic cost of the charitable company's acquisition of Chawton House, which is leased from the family of Mr R. Knight on a peppercorn rent until 2115. Due to the nature of the restrictions within the lease, the Trustees consider the property to have no residual value to the Charity and therefore the long leasehold property is being depreciated in full over the life of the lease.

The investment property relates to freehold property adjacent to Chawton House, which the Charity rents to tenants in order to generate funds for the charitable use. A formal valuation was undertaken on 7 September 2021 by CKS Consulting. The valuation of the investment property was assessed to be £2,375,000.

15 Heritage assets

	Paintings and antiques	Books and manuscripts	Total
	£	£	£
<b>Cost:</b>			
<b>At 1 January and 31 December 2020</b>	<b>304,582</b>	<b>2,050,599</b>	<b>2,355,181</b>
<b>NET BOOK VALUE:</b>			
<b>At 31 December 2020</b>	<b>304,582</b>	<b>2,050,599</b>	<b>2,355,181</b>
<b>At 31 December 2019</b>	<b>304,582</b>	<b>2,050,599</b>	<b>2,355,181</b>

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020**

<b>16</b>	<b>Stocks</b>	<b>2020</b>	<b>2019</b>
		£	£
	Stock for resale	<b>13,175</b>	10,290
	Other stock	<b>1,505</b>	1,505
		<u><b>14,680</b></u>	<u>11,795</u>
<b>17</b>	<b>Debtors</b>	<b>2020</b>	<b>2019</b>
		£	£
	Trade debtors	<b>1,698</b>	3,033
	Accrued income	<b>15,788</b>	815
	Prepayments	<b>4,004</b>	5,586
		<u><b>21,490</b></u>	<u>9,434</u>
<b>18</b>	<b>Creditors: amounts falling due within one year</b>	<b>2020</b>	<b>2019</b>
		£	£
	Trade creditors	<b>17,260</b>	10,588
	Other creditors	<b>6,107</b>	7,039
	Accruals and deferred income	<b>32,711</b>	20,042
		<u><b>56,078</b></u>	<u>37,669</u>
<b>19</b>	<b>Deferred income</b>	<b>2020</b>	<b>2019</b>
		£	£
	At 1 January 2020	<b>4,850</b>	56,978
	Additions during the year	<b>2,549</b>	4,850
	Amounts released to income	<b>(1,690)</b>	(56,978)
		<u><b>5,709</b></u>	<u>4,850</u>

Deferred income as at 31 December 2020 comprises advanced income in relation to wedding and rental income in respect of 2021.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

20 Analysis of charitable funds

Analysis of movement in unrestricted funds

	Balance 1 Jan 2020	Income	Expenditure	Gains	Transfer	Balance 31 Dec 2020
	£	£	£	£	£	£
General fund	293,198	451,777	(512,050)	-	(73,885)	159,070
Designated Capital Fund	7,359,315	-	(43,420)	-	87,947	7,403,842
Designated Major Repairs Fund	15,000	-	-	-	(15,000)	-
Designated Bench Fund	44,064	-	-	-	-	44,064
Revaluation reserve	59,153	-	-	775,000	-	834,153
	<b>7,770,730</b>	<b>451,777</b>	<b>(555,470)</b>	<b>775,000</b>	<b>(908)</b>	<b>8,441,129</b>

	Balance 1 Jan 2019	Income	Expenditure	Gains	Transfer	Balance 31 Dec 2020
	£	£	£	£	£	£
General fund	271,269	593,514	(570,992)	-	(593)	293,198
Designated Capital Fund	7,396,107	-	(36,792)	-	-	7,359,315
Designated Major Repairs Fund	15,000	-	-	-	-	15,000
Designated Bench Fund	-	44,064	-	-	-	44,064
Revaluation reserve	59,153	-	-	-	-	59,153
	<b>7,741,529</b>	<b>637,578</b>	<b>(607,784)</b>	<b>-</b>	<b>(593)</b>	<b>7,770,730</b>

The General Fund represents funds available for the charitable company's purposes as set out in the governing documents of the Charity.

The Designated Capital Fund represents the tangible and heritage assets held by the charitable company. Each year the annual depreciation charge in respect of the long leasehold property is deducted from this fund. The transfer in the year has ensured the fund covers the full net book value of all fixed and heritage assets held.

The Designated Major Repairs Fund represents funds available for the upkeep of the charitable company's fixed assets. This fund has been transferred to the general fund during the year as it is not expected to be utilized in the near term.

The Designated Bench Fund represents funds donated through the North American Friends of Chawton House in support of an appeal to raise resources to construct, install and maintain seating throughout the grounds of Chawton House.

The Revaluation Reserve represents the difference between the historic cost and revalued cost of the investment property following the revaluations undertaken by the Trustees in 2017, and CKS Consulting in 2021.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

20 Analysis of charitable funds (*continued*)

Analysis of movement in restricted funds

	Balance 1 Jan 2020	Income	Expenditure	Transfer	Balance 31 Dec 2020
	£	£	£	£	£
Book Conservation Fund	10,636	-	-	-	10,636
Painting Restoration Fund	3,636	-	-	-	3,636
Outdoor Lighting Fund	-	1,910	(2,818)	908	-
Culture Recovery Fund	-	80,420	(41,847)	-	38,573
Acquisition Fund	-	9,250	(9,250)	-	-
Website Development	6,315	-	(9,000)	-	(2,685)
	<u>20,587</u>	<u>91,580</u>	<u>(62,915)</u>	<u>908</u>	<u>50,160</u>

Analysis of movement in restricted funds – previous year

	Balance 1 Jan 2019	Income	Expenditure	Transfer	Balance 31 Dec 2019
	£	£	£	£	£
Book Conservation Fund	10,614	22	-	-	10,636
Painting Restoration Fund	3,636	-	-	-	3,636
Tea room/Scullery refurbishment	(371)	1,500	(1,629)	500	-
Visitor Experience Manager	-	12,500	(12,500)	-	-
Library Exhibition Room	804	-	(897)	93	-
Website Development	-	7,500	(1,185)	-	6,315
	<u>14,683</u>	<u>21,522</u>	<u>(16,211)</u>	<u>593</u>	<u>20,587</u>

The Restricted funds are available for future expenditure in relation to specific activities and projects that the charitable company will undertake.

The Book Conservation Fund represents funds of last resort to repair/conservate books.

The Painting Conservation Fund represents funds of last resort to repair/conservate art works.

The Outdoor Lighting Fund represents funds received from the South Downs National Park Authority for flexible outdoor lighting to run evening and winter outdoor events.

The Culture Recovery Fund (grant funding via the NLHF) represents funds held to cover essential costs due to loss of income because of forced closure during the pandemic. This fund is to cover some salary costs and some project costs between 1st October 2020 and 31st March 2021.

The Acquisition Fund relates to a Grant from the Friends of National Libraries and Godmersham Park Lost Sheep Society to finance the purchase of the Godmersham Park copy of William Cowper's Poems and The Task.

The Website Redevelopment Fund relates to funding from Foyle Foundation for the cost of re-designing the Chawton House website.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2020

21 Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed Assets	-	5,882,814	-	5,882,814
Heritage Assets	-	2,355,181	-	2,355,181
Cash and current investments	186,098	44,064	43,040	273,202
Current Assets	29,050	-	7,120	36,170
Current Liabilities	(56,078)	-	-	(56,078)
	<u>159,070</u>	<u>8,282,059</u>	<u>50,160</u>	<u>8,491,289</u>
<b>At 31 December 2020</b>	<b><u>159,070</u></b>	<b><u>8,282,059</u></b>	<b><u>50,160</u></b>	<b><u>8,491,289</u></b>

Analysis of net assets between funds – previous year

	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed Assets	62,458	5,063,287	20,587	5,146,332
Heritage Assets	-	2,355,181	-	2,355,181
Cash and current investments	247,180	59,064	-	306,244
Current Assets	21,229	-	-	21,229
Current Liabilities	(37,669)	-	-	(37,669)
	<u>293,198</u>	<u>7,477,532</u>	<u>20,587</u>	<u>7,791,317</u>
<b>At 31 December 2019</b>	<b><u>293,198</u></b>	<b><u>7,477,532</u></b>	<b><u>20,587</u></b>	<b><u>7,791,317</u></b>

22 Contingent Liabilities

Two former employees were members of a multi-employer pension scheme, which may expose the charitable company to liability due to the underfunding of the scheme. The charitable company is not, and has no intention to become, a member of any other multi-employer pension scheme. It is impracticable at this stage for the Trustees to determine the financial impact should this liability crystallise, however, the contingency planning for the charitable company does include contingent liability planning.

23 Related party transactions

Transactions with Trustees have been detailed in note 11 of the financial statements. There were no further transactions with related parties during the year.

24 Company information

Chawton House Library is a charitable company registered in England and Wales. In the event of the charitable company being wound up, the liability in respect of the guarantee is limited to £10 per member of the charitable company.