



THE CLAYMILLS PUMPING ENGINES TRUST LTD.

COMPANY REGISTERED IN ENGLAND NO 2871763

CHARITY NO 1030331

Annual Report & Accounts

for the year ending

31st December 2022

Registered Office:

The Claymills Pumping Engines Trust Limited
Meadow Lane,
Stretton,
Burton-on-Trent,
Staffordshire
DE13 0DA
Tel: (01283) 509929
Web: www.claymills.org.uk

Bankers:

Barclays Bank Plc
High Street
Burton-on-Trent

Legal and Administrative Information

Organisation of the Charity

The organisation is a charitable company limited by guarantee, incorporated on 15th November 1993 and registered as a charity on 14th December 1993.

The company was established under a Memorandum of Association, which established the objects and powers of the charitable company and is governed under its Articles of Association. Under those articles, members of the Board of Directors are elected at each AGM.

Directors

The following persons served as Directors and Trustees during the period:

Mr Andrew Parsons - Chairman
Mr John Cooper – Secretary
Mr John Reeve – Treasurer
Mr Roy Barratt - resigned 21st Mar 2023
Mrs Jan Dingley
Mr John Ford
Mr John Freeman
Mr Derek Goodman
Mr Stephen Goodman
Mr Zak Goodwin - appointed 1st Oct 2022
Mr Mike Guthrie - resigned 1st Oct 2022
Mr Clive Haffenden - appointed 1st Oct 2022
Mrs Lesley Hirst
Mr Geoff Sherratt
Mr Ian Yates

Objects of the Charity

To promote and preserve for the benefit of the public the nineteenth century Claymills Pumping Station complex including all buildings, engines and equipment therein situate at Meadow Lane, Stretton, Burton-on-Trent, Staffordshire.

Charity Funds

The funds of the Charity are administered by the Board to meet the objectives of the Charity. Sufficient funds are retained to ensure that the Charity can continue to meet its objectives. Funds not immediately required are deposited in a COIF Charity Deposit Fund.

Activities and Achievements

Introduction

This is the Directors' Annual Report for Claymills Pumping Engines Trust for the period 1st January 2022 to 31st December 2022.

This constitutes a summary of the Trust's activities and achievements in four broad areas related to its stated objectives which are 'to preserve Claymills Pumping Station and open it to the public as a heritage attraction'.

As last year, this report covers the four areas as follows:-

1. Management activities.
2. Finances, Fundraising and Marketing.
3. Operating the site as a public museum/heritage attraction.
4. Restoration and maintenance activities.

1. Management activities.

The Board meets in three forms: the main Board which meets quarterly; the operational board; and the strategic board. Directors may attend both or either the operational board and the strategic board, with both being chaired by the chairman. Each sub-board meets monthly 2 months out of 3, with an overall meeting of the main board on the 3rd month.

During the year 2022 the main board met 4 times, the operational board 7 times and the strategic sub-board 11 times. These are the main business meetings of the Trust and now more clearly cover operational and strategic matters. Attendance at the meetings of the main board ranged from 9-12 Directors.

Whilst the main board meets 'in person' four times per year, other meetings take place virtually via Zoom as introduced during the pandemic and we imagine that this situation will continue. Use of Zoom is proving effective and has actually made the increased number of meetings more practical. Members are reminded that all board meetings are open for any member to attend should they so wish – please ask for the Zoom link to the meeting you wish to attend.

At the AGM held in 2021, the number of directors was increased to allow a maximum of 14 directors to be appointed, this was done with one eye on the future, with some expectation that some directors may be retiring. This turned out to be the case, with Mike Guthrie standing down at the last AGM. This year Roy Barratt has also left the board, following 30 years of hard work for the Trust, including much activity during the formative years. Our thanks go to Roy for his sterling service to the Trust over the years.

The Board continued to send ad-hoc communications to all members to keep them informed regarding the Covid situation and other points, and these communications were generally well received.

The Board continues to work on improving our compliance with regulatory and other requirements relating to the Trust as a charitable company and as an accredited museum. We also have responsibilities to Seven Trent Water plc as our landlord. For example, we are continuing to refine and improve our Health and Safety practice; our work with Heritage England on the site's 2 and 2* listings, Arts Council England on museum accreditation and our archive, and, importantly, to our landlords Severn Trent Water plc with whom meetings are held approximately every six months, and which include a Health and Safety audit carried out by STW professionals once a year. Both the Trust and STW plc have committed to a range of actions. For example, STW are and have been undertaking building repairs arising from requests from the Board, and have undertaken necessary electrical works as a result of the findings of a statutory fixed wiring inspection. This fixed wiring inspection was recently carried out by STW's contractors and resulted in non-compliance being found in the site's old wiring, and, as a result, significant work has been carried out, funded by STW, to rectify and modernise the electrical installation to current standards. This represents a good example of how well our relationships with our landlords are progressing.

Another positive example of our relationship with STW was reflected in the rapid response to the flooding incident in early 2022 by the operational team from the main STW sewage works.

To further support regulatory compliance, a first aid training course was held on-site in February 2022 with nine Trust volunteers in attendance. The day-long course, supported by an AIM training grant, included use of the defibrillator that was acquired by the Trust recently.

The Trust's Annual General Meeting reviewing 2021 year was held on site on the 1st October 2022 with over twenty members in attendance. As always, the Chairman presented the annual report and the Treasurer presented the accounts. In accordance with the constitution, half the directors stood down and were subsequently re-elected.

By December 2022, our membership had grown to 376, a new record.

On a sad note, in February 2022, we noted the sudden passing of Claymills former president Sir Alan Jones. Sir Alan became president of the Trust after accepting the role in 2010 and during his six years in post he made significant contributions on a number of different fronts, helping the Trust unblock many obstacles and offering invaluable advice to the board. In particular, it was through his tenacious endeavours that the Trust managed to secure a 60-year lease for the pumping station site from Severn Trent Water in 2013. We also noted the passing of Trust member and former director Dave Caroline who passed away in March 2022 after a short illness. Dave joined the Claymills Trust at its inception and at its first meeting, held at Willington Power Station Sports and Social Club on 20th January 1994, he was one of eight directors voted onto the initial board.

Finally for this section, the Chairman wishes to thank the board for their flexibility and united approach during another challenging year. We continue to manage and operate the site to the satisfaction of compliance bodies, our landlords and our customers.

2. Finances, Fundraising and Marketing

The Trust's policy of conservative and careful financial management continues, this includes the retention of one year's 'running costs' (£25,000) for reaction to an emergency situation. This approach has proven its worth and, despite the expected high outgoings due to the new workshop and display building, the Trust ended the year with a surplus of income over expenditure, the details of which follow in the treasurer's report.

The Trust also continues to take advantage of Gift Aid to good effect and to obtaining 100% rate rebate from the local council.

We have continued to benefit from grant aid, for example the grant to cover the first aid training previously mentioned.

Another example of grant aid was the grant made of £1,953 from West Midlands Museum Development fund recovery grant scheme. This went toward the development and printing of the new visitor guide folder and inserts which are proving to be popular with our visitors.

Another grant was that of £6,800 toward the restoration of the Pipe Drug.

In terms of issues such as grant aid, Gift Aid and Rate rebates, none of these things are automatic and the amount and complexity of some of the associated paperwork is high, so a big 'thank you' to our Treasurer and to those working hard to gain grants for the Trust. We will continue to seek further grant aid opportunities, whilst 'keeping our powder dry' for a later application for a one-off large grant in order to realise our ultimate aim of a visitor centre.

3. Operating the site as a visitor attraction

As seen in a recent newsletter, our secretary carried out an analysis of Trust KPI performance against reported national averages, and commented that *the Claymills pumping station did fully open to visitors in 2022 over all the normal planned steaming events over seven weekends/bank holidays (this was not possible the previous two years). The visitor numbers last year compared to 2019 shows a reduction by c17% compared to the national average of 45%, so all in all we had a respectable year.*

Total visitor numbers for 2022 was 3,696, more than double that of 2021 (which of course was Covid affected) but still not yet back at pre-pandemic levels. This slow recovery is reflected in national figures and

in subjective reporting, particularly regarding heritage railways, which are having a tough time. As previously noted, our prudent financial management is a vital element in weathering the slumps and cycles of visitor attendance.

The Trust continues to support the Claymills Classic Car Cub, who are now able to carry out their monthly meetings and who also make a sizable donation to the Trust each year, for which we are very grateful and of course, to the CCCC members themselves, who regularly bring their classic vehicles to site for events.

Again, and relating to compliance, the Trust was visited by the VAQAS (Visitor Attraction Quality Assurance Scheme) assessor during July 2022. The scheme is run by the tourism industry regulatory body 'Visit England'. The assessor scored Claymills on a series of criteria under the headings of visit pre-arrival, arrival, the visitor attraction, cleanliness, toilets and staff. The Trust has been successful in once again attaining the award, together with a report of the visit that highlights any areas of improvement.

The 'Events Committee' continues their hard work to suggest, organise and operate the many events that take place on site and, for steaming events, supporting activities such as Professor Pumpernickel, and also small but important tasks such as hiring out areas of the site for visits, activities and, for 2022, filming on site. We now do not rely solely on steaming and operation of machinery, but have other types of events such as the model railway show, Land Rover days and similar, and our thanks go to the Events Committee for their hard work across all these activities and for the smooth way in which all of our events operate.

4. Restoration and maintenance activities

The site is restored, maintained and operated by a team of unpaid volunteer Trust members who undertake all of the work on the site, which is open for volunteers to attend on Tuesdays, Thursdays and Saturdays, plus of course additional days to support our events.

The 2022 volunteer hours totalled some 14,634 recorded hours but as always not all hours are recorded.

During 2022 we have seen excellent progress in key areas. As always, it is impossible to itemise each activity, but we should highlight all of the work done to prepare the ground for the new workshop and display building, and the significant work that has gone into furthering the restoration of B engine and progressing the restoration of 'A' engine.

At the same time, we must not underestimate the work done just to maintain the machinery and infrastructure. This is equally important – perhaps more so - as the work on new projects.

The below gives a flavour from some of the work done: -

- Ground works to build the new workshop/display building
- Ongoing restoration of vertical twin dynamo engine
- C/D engine house on going cleaning and painting as required
- Boilers 4&5 maintenance completed and ready for inspections
- Steel firebars
- Clean up and repairs in the Victorian workshop
- Continued work on 'A' Engine
- Continued work to lagging of 'B' engine
- Electrical fixed and emergency lighting

The volunteers are co-ordinated by a nominated Director(s) in each area and a director is responsible for site health and safety for volunteers and the public. There is appropriate induction, training and supervision of volunteers. The buildings, infrastructure, boiler, steam systems and engines receive maintenance as required to allow for the functioning of the site and to meet regulatory and health and safety requirements. Our boilers and engine undergo a full functional system check prior to each occasion the site is brought into steam for the public.

This concludes the annual report for 2022 – another year where progress was made in all areas of our responsibilities. We look forward particularly to the October events to mark our 30-year anniversary of the commencement of restoration.

In summary, we continue to ensure that Claymills does not just survive, but continues to thrive as a working steam museum, in terms of equipment, infrastructure, finances, compliance, and volunteer support. 2023 will see some major steps forward in terms of completion of major projects (New workshop fit out, A Engine). The support of our members and volunteers will, as always, be vital.

Prepared 28th May 2023 by A Parsons on behalf of the board of directors of CPET

Financial position

The Statement of Financial Activities is set out on the pages that follow. The net result for the year was an increase in charity funds of £24,949.

Total funds of the Charity at 31st December 2022 were £205,848.

Post balance sheet events

At the date of this report, the Trust has been awarded Discretionary Rate Relief on the business rates which had been paid to East Staffordshire Borough Council for the years 2021-22 and 2022-23. This was refunded during 2023 and is shown as a debtor in this report.

Statement of Trustees Responsibilities

The Trustees as directors of the charitable company are responsible for preparing the Annual Report and the accounts in accordance with applicable law and the United Kingdom Generally Accepted Accounting Practice.

Company law requires the Trustees to prepare accounts for each financial year that give a true and fair view of the state of affairs of the charitable company and of the surplus or deficit of the charitable company for that year. In preparing those accounts, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the accounts 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.

This report was approved by the board on 31st May 2023 and was signed on its behalf by:



Andrew Parsons, Chairman, Trustee Director

Independent Examiner's Report on the Accounts of

The Claymills Pumping Engines Trust Ltd

For the year ended 31st December 2022

I report on the accounts that are set out following this report.

Respective responsibilities of directors and examiner

The charity's directors are responsible for the preparation of the accounts. The charity's directors consider that an audit is not required for the year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.


Independent examiner's statement

In connection with my examination, no matter has come to my attention:

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities have not been met;

OR

2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

| | | | |
|---------|---|------|----------------------------|
| Signed |  | Date | 14 th June 2023 |
| Name | Brian E. Keates | | |
| Address | 53 Short Lane Barton under Needwood Burton-on-Trent, Staffs, DE13 8LB | | |

Statement of Financial Activities

For the year ending 31st December 2022

Income and Expenditure

| | Note | Unrestricted Funds | Restricted Funds | Total | 2021 |
|---|------|-----------------------|---------------------|-----------------|-----------------|
| Income | | | | | |
| Operation of the Pumping Station | 6 | 44,937 | | 44,937 | 22,516 |
| Grants and restricted donations | 7 | 5,600 | 20,520 | 26,120 | 29,612 |
| Bank Interest | | 801 | | 801 | 15 |
| Total Income | | £51,338 | £20,520 | £71,858 | £52,143 |
| Expenditure | | | | | |
| Cost of operation of the Pumping Station | 8 | 37,828 | 5,383 | 43,211 | 35,318 |
| Managing and administering the charity | 9 | 3,698 | | 3,698 | 4,134 |
| Total Expenditure | | £41,526 | £5,383 | £46,909 | £39,452 |
| Excess of income over expenditure | | 9,812 | 15,137 | 24,949 | 12,691 |
| Funds brought forward at 1 st Jan 2022 | | 109,949 | 70,950 | 180,899 | 168,208 |
| Funds carried forward at 31 st Dec 2022 | | £119,761 | £86,087 | £205,848 | £180,899 |

Balance Sheet

At 31st December 2022

| | Note | Unrestricted Funds | Restricted Funds | Total | 2021 |
|----------------------------|------|-----------------------|---------------------|-----------------|-----------------|
| Fixed Assets | 4 | 68,192 | 30,628 | 98,820 | 34,856 |
| Current Assets | | | | | |
| Shop + Stationery Stock | | 6,235 | | 6,235 | 7,266 |
| Cash in Hand | | 1,163 | | 1,163 | 944 |
| Cash at Bank | | 22,237 | 55,459 | 77,696 | 131,540 |
| Coal | | 14,151 | | 14,151 | 1,680 |
| Debtors & Pre-payments | 2 | 7,811 | | 7,811 | 4,802 |
| | | <u>£119,789</u> | <u>£86,087</u> | <u>£205,876</u> | <u>£181,088</u> |
| Current Liabilities | | | | | |
| Creditors less than 1 year | 3 | (28) | | (28) | (189) |
| Net current Assets | | <u>£119,761</u> | <u>£86,087</u> | <u>£180,899</u> | <u>£180,899</u> |
| Funds | | | | | |
| Unrestricted funds | | <u>£119,761</u> | <u>-</u> | <u>£119,761</u> | <u>£109,949</u> |
| Restricted funds | | <u>-</u> | <u>£86,087</u> | <u>£86,087</u> | <u>£70,950</u> |
| | | <u>£119,761</u> | <u>£86,087</u> | <u>£205,848</u> | <u>£180,899</u> |

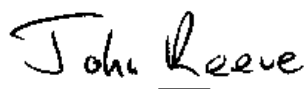
For the year ending 31st December 2022, The Claymills Pumping Engines Trust Ltd. was entitled to exemption from audit under section 477 of the Companies Act 2006.

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

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of accounts.

These accounts have been prepared in accordance with the small company regime (Section 419(2) of the Companies Act 2006).

These accounts were approved by the board on 31st May 2023 and were signed on its behalf by:



J.C.Reeve, Treasurer, Trustee Director

Notes to the Accounts

1 Accounting Policies

The accounts have been prepared under the historical cost convention and are in accordance with applicable accounting standards and the Statement of Recommended Practice Accounting for Charities (SORP 2005).

The Trust is not registered for VAT and expenditure includes VAT where applicable.

Fixed Assets

Ownership of the site, buildings, plant and machinery lies with Severn Trent Water Limited and are not disclosed within these accounts. Other historic assets do not represent a true value as they include many gifted items. The reader of these accounts should appreciate the undisclosed aspect of the inventory which arises and which remains a difficult judgement of value.

Historic assets have not been depreciated on the basis that they will only appreciate. Following the lease agreement with STW and the passing of ownership of historic engines & equipment, these assets have been reclassified and will be depreciated over the remaining term of the lease. (being 60 years)

Fixed assets are depreciated according to the following table.

| | |
|--------------------------|-------------------------------------|
| New Buildings | 4.0% |
| Modern Tools & Machinery | 12.5% |
| Office & Shop Equipment | 20.0% |
| Leasehold Property | Remaining term of the lease (1.67%) |

Income

All income is accounted for gross and when receivable.

Expenditure

All expenditure is accounted for gross and when incurred. All restoration costs at the Claymills site are written off as incurred. Acquisition costs of historic assets are currently written off as incurred.

Water and electricity costs are borne by Severn Trent Water.

| 2 Debtors & Pre-payments | 2022 | 2021 |
|-------------------------------------|-------------|-------------|
| Gift Aid | 119 | 1,666 |
| Pre-payments | 2,908 | 2,764 |
| East Staffordshire Borough Council | 1,534 | |
| Reach Publishing | | 372 |
| Tiger Aspect Productions | 3,250 | |
| | <hr/> | <hr/> |
| | £7,811 | £4,802 |
| | <hr/> | <hr/> |
| 3 Creditors | 2022 | 2021 |
| Staffordshire County Council | | 100 |
| Other creditors | 28 | 89 |
| | <hr/> | <hr/> |

| | | | | £28 | | £189 |
|-----------------------------------|-----------|--------------------|------------------------------|--------------------------|-------------------------|---------------|
| 4 Tangible Fixed Assets | Total | Leasehold Property | Historic Engines & Machinery | Modern Tools & Machinery | Office & Shop Equipment | New Buildings |
| Cost: | | | | | | |
| Brought Forward | 83,439 | 3,259 | 226 | 17,444 | 22,864 | 39,646 |
| Additions | 70,798 | | 0 | 1,274 | 96 | 69,428 |
| Disposals | 0 | | 0 | 0 | 0 | 0 |
| Balance c/f | £154,237 | £3,259 | £226 | £18,718 | £22,960 | £109,074 |
| Depreciation: | | | | | | |
| Brought Forward | (48,583) | (2,108) | 0 | (11,154) | (20,581) | (14,740) |
| Charge | (6,834) | 0 | 0 | (1,434) | (1,037) | (4,363) |
| Disposals | 0 | 0 | 0 | 0 | 0 | 0 |
| Balance c/f | £(55,417) | £(2,108) | 0 | £(12,588) | £(21,618) | £(19,103) |
| Net Book Value: | | | | | | |
| At 1 st January 2022 | £34,856 | £1,151 | £226 | £6,290 | £2,283 | £24,906 |
| At 31 st December 2022 | £98,820 | £1,151 | £226 | £6,130 | £1,342 | £89,971 |

5 Transactions involving Trustees

None

| 6 Incoming resources from the operation of the Pumping Station | 2022 | 2021 |
|--|---------|---------|
| Subscriptions & Donations | 16,394 | 11,576 |
| Open Day Takings | 17,923 | 6,819 |
| Shop Takings | 10,620 | 4,121 |
| | £44,937 | £22,516 |

| 7 Unrestricted Grants | 2022 | 2021 |
|--|--------------|---------------|
| Local Restrictions Support Grant (January) | | 9,428 |
| Local Restrictions Support Grant (March) | | 3,072 |
| Restart Grant | | 12,000 |
| Omicron Hospitality and Leisure Grant | 4,000 | |
| Additional Restrictions Grant | 1,600 | |
| | <hr/> £5,600 | <hr/> £24,500 |

Restricted Grants and donations

| | | |
|--------------------------|---------------|--------------|
| Operational Grant Income | | |
| Covid Recovery Grant | | 1,932 |
| AIM | 3,400 | 300 |
| Capital Grant Income | | |
| Pilgrim Trust | 17,120 | 2,880 |
| | <hr/> £20,520 | <hr/> £5,112 |

| 8 Cost of operation of the Pumping Station | 2022 Unrestricted Funds | 2022 Restricted Funds | 2021 |
|---|--------------------------------------|------------------------------------|---------------|
| Restoration of Claymills site | 2,708 | | 6,010 |
| Shop Stock | 3,665 | | 1,798 |
| Insurance | 202 | 1,703 | 1,828 |
| Advertising | 5,664 | | 2,705 |
| Education & Children's Activities | 631 | | 12 |
| Operating Expenses | | | |
| Running site in steam | 7,422 | | 2,949 |
| Other | 3,247 | 2,171 | 12,179 |
| Coal | 8,964 | | 3,952 |
| Depreciation & Amortisation | 5,325 | 1,509 | 3,885 |
| | <hr/> £37,828 | <hr/> £5,383 | <hr/> £35,318 |

| 9 Managing & administering the charity | 2022 | 2021 |
|---|--------------|--------------|
| Postage & Stationery | 291 | 364 |
| Legal & Professional fees | 2,787 | 3,295 |
| Office costs | 620 | 475 |
| | <hr/> £3,698 | <hr/> £4,134 |