



THE CLAYMILLS PUMPING ENGINES TRUST LTD.

COMPANY REGISTERED IN ENGLAND NO 2871763

CHARITY NO 1030331

Annual Report & Accounts

for the year ending

31st December 2023

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 March 2023
Mrs Jan Dingley
Mr John Ford
Mr John Freeman
Mr Derek Goodman
Mr Stephen Goodman
Mr Zak Goodwin
Mr Clive Haffenden
Mrs Lesley Hirst - resigned 9th December 2023
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 2023 to 31st December 2023, the Trust's 30th year of operation.

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 previously, 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 Trust continues to operate a Strategy Board and an Operational Board in order to focus on these different aspects of managing a charitable Trust. Board members are free to attend either or both meetings and both Boards are chaired by the Chairman of the Trust and each takes place approximately monthly. The Main Trust Board meets every quarter and in total the number of meetings held during 2023 were as follows: -

- Strategy Board – 5 Occasions
- Operational Board – 7 Occasions
- Main Trust Board – 4 Occasions

The Operational Board focuses on ensuring that the Trust operates on a day-to-day basis and encompasses issues such as management of volunteers, events planning and operation, maintenance and safety. The Strategy Board focus is on issues such as compliance, fund raising and policy and process issues.

The Strategy and Operational Board meetings take place virtually via Zoom and this continues to work well. The quarterly meetings of the Main Trust Board take place 'in person' at Claymills and as always, we remind Members 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.

A key role of the Board is to ensure that the Trust remains compliant with UK law, for example with regard to Health and Safety, to Heritage England due to the site's Grade II* listing, to maintaining our archive as required by the conditions of our museum's registration and, importantly, to our landlords, Severn Trent Water Ltd (STW), with whom meetings are held approximately every six months and which include a health and safety audit carried out by STW health and safety professionals once a year. The Trust works in partnership with STW, with regular meetings to review progress and to discuss their role, as landlords, to repair and maintenance on the Grade II* and Grade II listed buildings. During the latter part of 2023 the fruits of this work could be seen in the extensive repairs being carried out to include Workshop area roofs and woodwork, A/B doors and windows, the roof lantern and weather vane on A/B engine house, and to the boiler house roof and internal guttering. While this work has been somewhat disruptive of other operations, we are all agreed that it was absolutely necessary and has been undertaken to a high standard. Further major work funded by STW is scheduled for the remainder of the 'office' side of the site and to C/D engine house commencing in 2025/26. These meetings with STW are open and fruitful, and we thank STW and their officers for their continued support to the Trust.

The Trust continues to have dedicated sub-groups for specific purposes such as the Museums Accreditation sub-group, the Events sub-group, and the Archive Team, outcomes and actions from which feed into the appropriate Board meetings.

The Trust's Annual General Meeting was held on 2nd September 2023 at the Pumping Station with over 30 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, and the three officers of the Trust, Andrew Parsons (Chairman), John Reeve (Treasurer) and John Cooper (Secretary), were re-elected unopposed.

Sadly, after the AGM, Lesley Hirst resigned as a director for personal reasons. We will miss Lesley's strong contribution and support to the Trust, and thank her for her many years of service.

By the year-end, membership of the Trust was 361, close to the previous pre-Covid all-time high.

2. Finances, Fundraising and Marketing

The Trust's policy of conservative and careful financial management, which includes the retention of one year's 'running costs' (£25,000) for reaction to an emergency situation continues.

The Trust also continues to take advantage of Gift Aid.

We applied for, and were fortunate to secure, a number of grants as follows during 2023: -

- Community Foundation for Staffordshire (J + O Lloyd) for New Build fit-out (electrical installation and cladding) - £6,000
- West Midland Museums Development (ACE), Small Grant Fund (Green) for Research on Biomass - £5,000
- AIM Remedial Grant Scheme (Pilgrim Trust), Rebuild of Pipe Drug = £6,800 (half in 2022, half in 2023)
- West Midland Museums Development (ACE), Benchmarks in Collection Care, Support with Archive Development - Training, equipment and materials - £1,000

As you can see, grant income for 2023 was some £15,400 and this is a significant contribution to our overall income for the year. The work done to research, apply and report on these grants is significant and our thanks go to those members who took roles in this process. In addition, a number of members of the Trust made significant personal donations to projects and we thank these members for their support and generosity.

The Living Van book shop and Vintage & Curios sales also generate significant much-needed funds and the Trust also generates significant monies from use of our car park for football coach parking.

In 2022, we welcomed a film crew which transformed Claymills into Tilbury Docks for the ITV Series 'Three Little Birds' and again this resulted in significant income for the Trust. N.B. We were previously unable to report this due to a publicity embargo.

As in the financial report, total income was £75,750, which included various grant aids previously detailed, with outgoings of £65,252, resulting in an operating excess of £10,531. However, the outgoings include £9,000 of spend for coal which was purchased in late 2023.

As you can see, the Trust's finances continue to be well managed and our thanks go to our Treasurer, John Reeve, for his continued work to achieve this positive result.

Regarding marketing, advertising costs are rising and the apparent effectiveness of newspaper and magazine advertising is diminishing fast. The Events sub-group commenced a study on a future advertising strategy at the end of 2023 and results will be implemented from 2024 onward.

3. Operating the site as a visitor attraction

Of course, our major event in 2023 was the 30th Anniversary event in October which was, by all measures, an outstanding event. In addition, we held 6 other steaming events across the year and our total visitor numbers, which includes drop in visitors on non-steaming days, was 4,576. This is the third highest total ever and our best since 2017, so we can say, in broad terms, that we are back to where we were, in terms of growth, to the position prior to Covid.

On steaming days, we are also supported by a wide range of groups and individuals who willingly and at no cost bring large heritage engineering items to the site to be placed on display, for example full size and scale traction engines, and vintage cars.

In addition to our main steaming events, other events took place such as a Land-Rover Day and Model Railway exhibition. Such non-steaming events support our objectives (as the site can also be viewed in static condition) and help build networks and future visitors to steaming events.

The site also opened for Heritage Open Days ('Claymills by Night') which we will continue to support but numbers through the gate for this national initiative continue to be small.

The Trust continues to support the Claymills Classic Car Club who hold meetings on site approximately monthly and, as noted above, in some cases display their vehicles free of charge at the Trust's various events.

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 where called for due to events. In 2023, Friday working was introduced and the Archive Team carry out archive related activities on this day.

The 2023 volunteer hours totalled some 14,063 recorded hours. This is a good number – equivalent to around 1,800 man-days or 8.2 full time staff. Volunteer hours can, in some cases, be used as match funding for grant aid so it is imperative that we accurately record all volunteer hours.

2023 saw some major milestones achieved – the steaming of A engine for the first time since we have been on site, erection of the new workshop/display area, completion of the Pipe Drug restoration, and the arrival on site of Andrew Hall's ex-Claymills Ruston & Proctor portable engine. Andrew has now allowed us to keep this engine on site and a loan agreement to this end is being formalised, and we thank Andrew for this generous act.

Regarding other achievements, it is, as always, impossible to itemise each activity carried out but the following items give examples of the ongoing work and achievements by our volunteer team.

- Completion of the physical build of the new workshop and display area.
- Completion of restoration of the vertical twin dynamo engine
- C/D engine house on going cleaning and painting

The work of volunteers is co-ordinated by nominated Area Directors, with a Director coordinating all volunteer activity, and a Director is responsible for site health and safety for volunteers and the public. There are arrangements for formal 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 legal and health and safety requirements.

This concludes the annual report for 2023 – a successful year where progress was made in many areas. In summary, we continue to ensure that Claymills thrives in terms of equipment, infrastructure, finances and compliance, and of course both volunteers and visitors. 2024 will see some major steps forward in terms of major projects, not least a new gatehouse building, and the support of our members and volunteers will, as always, be vital to our continued achievement of our objectives.

Prepared 7th January 2024 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 £10,498.

Total funds of the Charity at 31st December 2023 were £216,346.

Post balance sheet events

None.

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 January 2024 and was signed on its behalf by:

A handwritten signature in black ink, appearing to be 'A. Parsons', written over a faint rectangular stamp.

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 2023

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	27 th March 2024
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 2023

Income and Expenditure

	Note	Unrestricted Funds	Restricted Funds	Total	2022
Income					
Operation of the Pumping Station	6	54,420		54,420	44,937
Grants and restricted donations	7		17,900	17,900	26,120
Bank Interest		3,430		3,430	801
Total Income		£57,850	£17,900	£75,750	£71,858
Expenditure					
Cost of operation of the Pumping Station	8	45,723	17,933	63,656	43,211
Managing and administering the charity	9	1,596		1,596	3,698
Total Expenditure		£47,319	£17,933	£65,252	£46,909
Excess of income over expenditure		10,531	(33)	10,498	24,949
Funds brought forward at 1 st Jan 2023		119,761	86,087	205,848	180,899
Funds carried forward at 31 st Dec 2023		£130,292	£86,054	£216,346	£205,848

Balance Sheet

At 31st December 2023

	Note	Unrestricted Funds	Restricted Funds	Total	2022
Fixed Assets	4	64,537	34,897	99,434	98,820
Current Assets					
Shop + Stationery Stock		5,633		5,633	6,235
Cash in Hand		1,313		1,313	1,163
Cash at Bank		42,991	49,998	92,989	77,696
Coal & Biomass		13,167	1,159	14,326	14,151
Debtors & Pre-payments	2	2,711		2,711	7,811
		<u>£130,352</u>	<u>£86,054</u>	<u>£216,406</u>	<u>£205,876</u>
Current Liabilities					
Creditors less than 1 year	3	(60)		(60)	(28)
Net current Assets		<u>£130,292</u>	<u>£86,054</u>	<u>£216,346</u>	<u>£180,899</u>
Funds					
Unrestricted funds		<u>£130,292</u>	<u>-</u>	<u>£130,292</u>	<u>£119,761</u>
Restricted funds		<u>-</u>	<u>£86,054</u>	<u>£86,054</u>	<u>£86,087</u>
		<u>£130,292</u>	<u>£86,054</u>	<u>£216,346</u>	<u>£205,848</u>

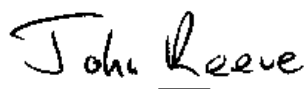
For the year ending 31st December 2022, The Claymills Pumping Engines Trust Ltd. was entitled to exemption from audit under section 477 of the Companies Act 2006.

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 January 2024 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	2023	2022
Gift Aid	125	119
Pre-payments	2,586	2,908
East Staffordshire Borough Council		1,534
Tiger Aspect Productions		3,250
	<hr/>	<hr/>
	£2,711	£7,811
	<hr/>	<hr/>
3 Creditors	2023	2022
Other creditors	60	28
	<hr/>	<hr/>
	£60	£28
	<hr/>	<hr/>

4 Tangible Fixed Assets

	Total	Leasehold Property	Historic Engines & Machinery	Modern Tools & Machinery	Office & Shop Equipment	New Buildings
Cost:						
Brought Forward	154,237	3,259	226	18,718	22,960	109,074
Additions	7,519		50	1,076	338	6,055
Disposals	0		0	0	0	0
Balance c/f	£161,756	£3,259	£276	£19,794	£23,298	£115,129
Depreciation:						
Brought Forward	(55,417)	(2,108)	0	(12,588)	(21,618)	(19,103)
Charge	(6,905)	0	0	(1,367)	(933)	(4,605)
Disposals	0	0	0	0	0	0
Balance c/f	£(62,322)	£(2,108)	0	£(13,955)	£(22,551)	£(23,708)
Net Book Value:						
At 1 st January 2023	£98,820	£1,151	£226	£6,130	£1,342	£89,971
At 31 st December 2023	£99,434	£1,151	£276	£5,839	£747	£91,421

5 Transactions involving Trustees

None

6 Incoming resources from the operation of the Pumping Station

	2023	2022
Subscriptions & Donations	21,391	16,394
Open Day Takings	17,929	17,923
Shop Takings	15,100	10,620
	£54,420	£44,937

7	Unrestricted Grants	2023	2022
	Omicron Hospitality and Leisure Grant		4,000
	Additional Restrictions Grant		1,600
		£0	£5,600
	Restricted Grants and donations		
	Operational Grant Income		
	AIM	3,400	3,400
	West Midlands Museum Development	6,000	
	Capital Grant Income		
	Pilgrim Trust		17,120
	Community Foundation for Staffordshire	6,000	
	Donation	2,500	
		£17,900	£20,520

8	Cost of operation of the Pumping Station	2023	2023	2022
		Unrestricted Funds	Restricted Funds	
	Restoration of Claymills site	3,875	9,144	2,708
	Shop Stock	5,694		3,665
	Insurance	157	2,283	1,905
	Advertising	8,742		5,664
	Education & Children’s Activities	975		631
	Operating Expenses			
	Running site in steam	2,943	1,700	7,422
	Other	7,477	1,275	5,418
	Coal & Biomass	10,719	1,767	8,964
	Depreciation & Amortisation	5,141	1,764	6,834
		£45,723	£17,933	£43,211

9	Managing & administering the charity	2023	2022
	Postage & Stationery	488	291
	Legal & Professional fees		2,787
	Office & Administration costs	1,108	620
		£1,596	£3,698