

THE PEACE MUSEUM

(Company Number 3297915)

ANNUAL REPORT & ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

THE PEACE MUSEUM
FOR THE YEAR ENDED 31 DECEMBER 2020

COMPANY INFORMATION

BANKERS

The Cooperative Bank
PO Box 101
1 Balloon Street
Manchester
M60 4EP

INDEPENDENT EXAMINER

David Stephens
Chartered Certified Accountant
13 Newlands Road
Tunbridge Wells
Kent TN4 9AS

REGISTERED OFFICE

Peace Museum
10 Piece Hall Yard
Bradford
BD1 1PJ

PRINCIPAL OFFICE

Peace Museum
10 Piece Hall Yard
Bradford
BD1 1PJ

Company number 3297915

Charity number 1061102

THE PEACE MUSEUM

ACHIEVEMENTS AND PERFORMANCE: ANNUAL REPORT 2020

CHARITABLE OBJECTS and GOVERNANCE

The Board presents its Report and Accounts for the year ended 31 December 2020.

Structure, Governance and Management

The charity is a company limited by guarantee and not having a share capital and was incorporated on 8 November 1996. The number of members is unlimited. Members are subscribers to the Memorandum of Association and are appointed from time to time.

Recruitment and Appointment of Trustees

Trustees (who are also directors for the purposes of Company Law) are appointed by the company's Annual General Meeting, for three-year periods, which can be renewed. The Board puts forward names of suitable candidates to fill any vacancies.

Objectives and Activities

The Peace Museum seeks to advance public education about all aspects of peace and peace movements. The aims of the charity are:

- To establish a peace museum
- To establish a number of peace centres
- To promote public awareness through travelling exhibitions

The trustees have considered the Charity Commission's guidelines on public benefit and believe the requirements are met (see report below).

The Charitable Objects of The Peace Museum are '*To advance public education about all aspects of peace and peace movements particularly through the establishment and maintenance of museums and peace education centres*'. These Objects are realised by creating and maintaining a unique collection of over 8,000 artefacts which form the basis of exhibitions, educational outreach to schools, collaborative projects and events.

Governance is effected by a board of trustees which meets four times a year, supported by a small executive group which advises the board and oversees strategic and operational matters between board meetings. Trustees have been active in volunteering in the Museum, fundraising, making grant applications, public speaking and representing the Museum.

Appointment to the board is by decision of the board itself. The board is taking active steps to increase the diversity of its membership and to attend to succession planning. A recruitment process was commenced in 2019, leading to several new appointments in 2020. The board looks to recruit

nationally, and to include an appropriate range of expertise and experience as well as a sufficient number of those local to West Yorkshire so as to provide support to the staff and for the Museum's public events.

The board is aware of the Charity Commission guidance on public benefit and has taken that into account in its decision making and direction of the Museum. In practical terms, the duty of public benefit is amply realised through the work described below: when safety measures allow, the museum is open to the public and there is no charge for entry to view the exhibitions; the widespread educational outreach work; the continuing partnership with external bodies; the growth of online engagement and wider outreach.

The following persons served as trustees of the collection and as board members during 2020:

Devon Allen (from May)
Clive Barrett (Chair)
Victoria Bentley (from October)
Charlie Dean (from May)
Peter van den Dungen
Liz Firth
Jonathan Fox (until May)
Ivan Hutnik (from October)
Beryl Milner
Lauren Padgett
Mary Jo Pearson
Carol Rank
Keith Reeves (from January)
Aisling Serrant (from May)
Mark Tod (Company Secretary)

OVERVIEW

The Peace Museum, based in a gallery in central Bradford, explores the history and often untold stories of peace, peacemakers and peace movements. It is unique in being the only accredited museum of its kind in the UK. The Museum's vision is to be a national resource that educates and inspires people for peace, using a unique collection of artefacts and stories.

All institutions within the cultural sector were negatively impacted by restrictions due to Covid-19, and The Peace Museum was no exception. Education delivery and plans for physical exhibitions were severely restricted. However, the Board was able to maintain all employees on full pay, and the staff worked hard to engage with new online audiences in creative and innovative ways. The public profile of the Museum was enhanced and the finances maintained, leaving the Museum in a strong position to navigate the year ahead, and with a determination to move to more appropriate premises as soon as possible.

STAFFING

In 2020 The Peace Museum employed two full time and two part time staff, supported by a number of volunteers and an independent project manager for the *Choices* and *Safe Online* programmes. It was open every Wednesday, Thursday and Friday until the introduction of a national lockdown in March.

The core staff are Shannen Johnson, responsible for Learning and Engagement; and Charlotte Hall, Curator, responsible for ensuring the Museum follows all the necessary procedures to operate as an accredited museum. Arts Council England has deferred its accreditation process until at least 2021, but the Museum's policies and documentation are up to date, and a re-accreditation application is ready for submission at any time.

Jack Lynch was Marketing and Press Assistant, who helped to develop a new, improved website, with increased fundraising potential, as well as preparing the online videos which proved so important during lockdown. Until September, part time administrative support was provided by Rosie Horsley. There was constant and much-valued support from Anthea Bickley, Collections Volunteer and Accreditation Mentor.

Charlotte and Shannen were supported in their own continuing professional development and engagement with the wider museum community. Both are undertaking a three-year development course to obtain an Associateship of the Museum Association, and both are West Yorkshire Representatives for the Yorkshire Emerging Museums Professionals Group.

ACTIVITIES

The Collection

The Peace Museum is unique in the UK in holding a collection specifically relating to peace, a collection which is held in carefully monitored conditions. Monitoring continued regularly throughout the restrictions of 2020. One notable addition to the collection is an Autograph Book of imprisoned conscientious objectors at Wakefield Work Centre in the First World War. Despite access constraints, the historic backlog of unaccessioned items continued to be addressed, and a textile banner cleaning programme undertaken. Banners from the Museum's collection are set to appear in several forthcoming books. Research has started into a strategy for digitising the Museum's collection.

Exhibitions

In the opening months of the year the Museum hosted an impressive and thought-provoking exhibition, *The Eye As Witness: Recording the Holocaust*, prepared by the National Holocaust Centre and Museum. Using secret photos taken by Jewish people and members of the anti-Nazi resistance, together with recorded interviews, it challenged dominant perspectives on that era.

The Museum also hosted an International Women's Day event relating to a University of Lancaster project on women's marches.

Physical exhibitions were then suspended due to Covid-19 lockdown, impacting on two planned developments: *Bombs Away!* exploring the bombing of civilians in the 1930s and 1940s, together with campaigns against such bombing; *Peace OUT+*, a travelling version of a previous exhibition on LGBTQ+

peacemaking. Prior to closing, staff ran a placard-making workshop at the *OUTing the Past* festival at Leeds City Museum. Research and preparation already done will be used either for online exhibitions or for deferred launches in 2021.

With the enforced closure of the museum in March 2020, the focus turned to digital outputs. In the first lockdown, the Museum created collection-based digital resources for families and schools to download and use in home schooling. Social media initiatives successfully increased online engagement. The Youtube account was boosted by a set of Favourite Object videos created in partnership with supporting museums and organisations, highlighting both the importance and diversity of the collection, and also the breadth of support for The Peace Museum among cultural professionals and social change activists.

Through the summer, a resident artist, Nancy Halsam Chance, filmed a weekly art *Creative Challenge*. It generated a high level of positive social media response, not least among teachers reporting success in using the techniques with their students.

Peace and Pandemic, launched in August, was a substantive and absorbing online exhibition, considering the activities of civil society during the year, not least during the height of the Black Lives Matter movement. Regularly updated, it reflected a high-quality, innovative approach to online exhibition which captured the attention of other museums from Poland to South Africa.

The *Piece of Peace* pop-up gallery within the Kirkgate Shopping Centre, Bradford, has been closed during the pandemic. The Peace Museum's *Farewell to Arms* exhibition continues to form part of the War Gallery at the Royal Armouries, Leeds.

Education and Outreach

With schools closed or operating under severe difficulties for much of the time, it has been a difficult year for educational engagement. Shannen Johnson still managed to deliver over a third of the previous year's sessions. The reduction was offset by the impact of some of the Museum's online education programmes.

At the start of 2020, the Museum, through Jude Wright, continued its 2019 success by providing substantial community peace education through *Choices*, *Propaganda* and *Safe Online* modules, supported by Home Office-funded contracts. Addressing contemporary needs and concerns around stereotyping and extremism, modules were delivered into primary and secondary schools in local authority areas across the north of England. Despite considerable constraints in subsequent months, the programme continued with a combination of face-to-face, remote and video components.

At the end of the year, as part of a Museums Association-supported project, the Museum used the Crowdfunder UK platform to help raise money for new premises. Not only did this provide useful funds, it had a substantial impact on the Museum's digital footprint and produced a significant rise in The Peace Museum's wider profile.

Partnerships

The Peace Museum is fully integrated into the *Bradford 2025* bid to become designated as the City of Culture, and is providing input into the local authority's ten year cultural strategy.

Internationally, The Peace Museum's profile is as high as ever. At the three-yearly conference of the International Network of Museums for Peace (INMP), held online rather than in Kyoto, The Peace Museum was strongly represented. Staff produced two presentations, on the collection and education programme, and trustees delivered a panel session around *Peace and Pandemic*, a video presentation and a paper. The Museum has three representatives on the governing councils of INMP.

Peace museums, where peace is the content, form a subset of "Museums for Peace", a wide range of institutions with diverse content but a common intention of working for peace. For all our modest scale, The Peace Museum, Bradford has a strong claim to be among the best, most active and most impactful peace museums in the world.

FINANCE, PREMISES AND THE FUTURE

Funding

The board is grateful for the effort put into fundraising by staff and trustees. It acknowledges with gratitude the grants and project funding which the Museum has received from the following bodies:

- The Art Fund
- Bradford Council Discretionary Grant
- Bradford Council Response Grant
- Daiwa Foundation
- Emerton Christie Charity
- Friends' Trusts (Alfred Braithwaite)
- Ganton Educational Trust
- Give Peace a Chance Trust
- Heritage Lottery Fund
- Lansbury House Trust
- Leeds Area Quaker Meeting
- Museum Development Yorkshire
- Westcroft Trust

We also received significant in-kind support from the Transform Foundation Small Charities Funded Website Programme in the redevelopment of the Museum's website.

The board also acknowledges the continuing support received from the large number of regular donors, including individuals, organisations and Quaker local meetings. The Museum depends heavily on grants and donations to fund its work, whilst payments for use of images and, above all, educational engagement continue to provide a significant proportion of total income. The board is currently preparing a fundraising strategy, with a view to recruiting a fundraiser in the near future.

Reserves

The Company's policy is to maintain a General Reserve of approximately one half of normal annual expenditure of unrestricted funds. Including the designated fund (which is held to support the costs associated with moving to new premises) the board is satisfied that it has sufficient funds in hand to comply with this policy.

Risk Management

The trustees actively review the major risks which the charity faces on a regular basis and believe that maintaining reserves at current levels, combined with an annual review of the controls over key financial systems, will provide sufficient resources in the event of adverse conditions. The trustees have also examined other operational and business risks faced by the charity and confirm that they have established systems to mitigate the significant risks.

Premises

One of the main frustrations around this year's restrictions has been the postponement of plans to launch a substantive fundraising campaign to enable the Museum to move to desperately needed new premises. Current premises are no longer fit for purpose. Not only does the Museum face an unacceptable lack of access at its premises in Piece Hall Yard, it has outgrown the site for all operational purposes. As soon as Covid-19 restrictions are lifted, addressing this will become the Museum's top priority. The crowdfunding appeal at the end of 2020 indicated that the Museum's supporters approve this strategy. When these premises issues are finally resolved, the Peace Museum will have the potential to become a significant leader in peacemaking, and in the cultural and educational life of the region and nation.

SUMMARY

For all the difficulties of 2020, a combination of increasingly experienced staff, a reinvigorated Board of Trustees and an improved online presence leaves The Peace Museum in a strong position for the future. Our core supporters have given their backing to our decision to make the search for new premises the priority for the year ahead. There are many uncertainties in society as to the nature of recovery from Covid-19, but The Peace Museum enters 2021 with confidence and strong grounds for hope.

Clive Barrett, Chair
By order of the Board

Date: 1 March 2021

THE PEACE MUSEUM

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 DECEMBER 2020

	<u>Notes</u>	<u>Restricted Funds</u>	<u>Unrestricted Funds</u>	<u>Total</u>	<u>2019</u>
		£	£	£	£
INCOMING RESOURCES	3				
Donations & legacies		55,771	92,163	147,934	80,842
Charitable activities		-	65,995	65,995	115,529
Investments		-	24	24	47
Total		<u>55,771</u>	<u>158,182</u>	<u>213,953</u>	<u>196,148</u>
RESOURCES EXPENDED	4				
Raising funds		-	3,394	3,394	7,552
Charitable activities		2,015	106,651	108,666	152,453
Total		<u>2,015</u>	<u>110,045</u>	<u>112,060</u>	<u>160,005</u>
Net incoming resources/ net income (net expenses)		53,756	48,137	101,893	36,143
FUND BALANCES B/FORWARD		30,592	86,220	116,812	80,669
FUND BALANCES C/FORWARD		<u>84,348</u>	<u>134,357</u>	<u>218,705</u>	<u>116,812</u>
Analysis of Net Assets by Fund					
Tangible Fixed Assets		-	3,206	3,206	3,806
Current Assets		84,348	174,878	259,226	117,004
Current Liabilities		-	(43,727)	(43,727)	(3,998)
		<u>84,348</u>	<u>134,357</u>	<u>218,705</u>	<u>116,812</u>

The notes on pages 11 to 15 form part of these accounts.

THE PEACE MUSEUM

BALANCE SHEET AT 31 DECEMBER 2020

	<u>Notes</u>		<u>2019</u>
FIXED ASSETS		£	£
Tangible Assets	7	3,206	3,806
		_____	_____
Debtors	10	7,920	54,125
Cash at Bank and In Hand	9	251,306	62,879
		_____	_____
		259,226	117,004
CREDITORS: Amounts Falling Due Within One Year	8	(43,727)	(3,998)
		_____	_____
NET CURRENT ASSETS		215,499	113,006
		_____	_____
TOTAL NET ASSETS		£ 218,705	116,812
		_____	_____
FUNDS			
Funds	11	£ 218,705	116,812
		_____	_____

In preparing these financial statements as directors of the company we confirm:

- (a) that for the year in question the company was entitled to the exemption conferred by section 477 of the Companies Act 2006;
- (b) that no notice has been deposited at the registered office of the company pursuant to section 476 requesting that an audit be conducted for the year ended 31 December 2020; and
- (c) we acknowledge our responsibilities for:

ensuring that the company keeps accounting records which comply with section 386, and preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its results for the year then ended in accordance with the requirements of sections 393 and 394 and which otherwise comply with the provisions of the Companies Act relating to accounts, so far as applicable to the company.

Approved by the Board and signed on its behalf by:

.....
C Barrett

.....
M Tod

.....
Dated
Company number 3297915

THE PEACE MUSEUM

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

1. BASIS OF PREPARATION

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts.

These accounts have been prepared in accordance with:

the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) issued on 16 July 2014

and with the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102)

and with the Charities Act 2011.

2. ACCOUNTING POLICIES

INCOMING RESOURCES

Income is recognised when the charity becomes entitled to the income.

No offsetting of assets and liabilities, or income and expenses, has been carried out unless permitted by the FRS 102 SORP or FRS 102.

Grants and donations are only included when the general income criteria are met.

Legacies are included when the receipt is probable.

Government grants are included when received.

Gift aid receivable is included when there is a valid declaration from the donor, and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Donated goods are measured at fair value (the amount for which the asset could be exchanged) unless impractical to do so.

Donated services and facilities are only included if the value can be measured reliably.

The value of voluntary help received is not included in the accounts but is described in the trustees' annual report.

Interest is included in the accounts when receipt is probable and the amount receivable can be measured reliably.

Membership subscriptions received in the nature of a gift are recognised in Donations and Legacies.

RESOURCES EXPENDED

Liabilities are recognised where there is a legal obligation to pay out resources and the amount of the obligation can be measured with reasonable accuracy.

Support and governance costs have been allocated to charitable activities.

Grants payable are included when there are no conditions attaching to the grant that enables the charity to realistically avoid the commitment.

THE PEACE MUSEUM

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

FUND ACCOUNTING

Restricted, designated and unrestricted funds are disclosed in the notes to the accounts.

Restricted funds are subject to specific restrictions imposed by the donor or by the nature of the appeal.

Designated funds are set aside at the discretion of the Board for specific purposes. They would otherwise form part of unrestricted funds.

Unrestricted funds are available to spend at the discretion of the Board in furtherance of the charitable objectives of the Charity.

FIXED ASSETS

Fixed assets are valued at cost.

Depreciation is provided on the net book value of tangible assets at the following rates:

Computer equipment	50%
Furniture and equipment	15%

3. DONATIONS AND LEGACIES

	Restricted	Unrestricted	Total	<u>2019</u>
	£	£	£	£
Donations & gifts	50,220	55,243	105,463	71,481
Gift aid	5,551	2,670	8,221	1,785
General grants	-	34,250	34,250	7,576
	<u>55,771</u>	<u>92,163</u>	<u>147,934</u>	<u>80,842</u>

4. CHARITABLE ACTIVITIES

	£	£	£	£
Office costs	-	3,215	3,215	5,280
Staff costs	-	58,499	58,499	58,362
Peace activities	2,015	44,937	46,952	88,811
	<u>2,015</u>	<u>106,651</u>	<u>108,666</u>	<u>152,453</u>

5. INDEPENDENT EXAMINATION

Independent examiners fees	<u>-</u>	<u>575</u>	<u>575</u>	<u>565</u>
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THE PEACE MUSEUM

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

6. STAFF COSTS

Salaries and wages	-	55,307	55,307	55,329
Other costs	-	1,190	1,190	1,165
Pension costs	-	<u>2,002</u>	<u>2,002</u>	<u>1,868</u>
	-	<u>58,499</u>	<u>58,499</u>	<u>58,362</u>

During the year the charity employed two full time and two part-time workers (2019: two full time and two part-time workers). No employee received remuneration of more than £60,000 p.a.

7. TANGIBLE FIXED ASSETS

	Furniture & Equip	Computer	Total
	£	£	£
Cost or valuation b/fwd	8,855	4,701	13,556
Additions	<u>164</u>	<u>-</u>	<u>164</u>
At 31 December 2020	<u>9,019</u>	<u>4,701</u>	<u>13,720</u>
Depreciation b/fwd	5,565	4,185	9,750
Provided in the year	<u>506</u>	<u>258</u>	<u>764</u>
At 31 December 2020	<u>6,071</u>	<u>4,443</u>	<u>10,514</u>
NBV at 31 December 2020	<u>2,948</u>	<u>516</u>	<u>3,206</u>
NBV at 31 December 2019	<u>3,290</u>	<u>516</u>	<u>3,806</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019
	£
Other taxes and social security costs	753
Grants received in advance	40,000
Other creditors and accruals	<u>2,974</u>
	<u>43,727</u>

9. CASH AT BANK AND IN HAND

	£	£
Short term deposits	115,863	8,282
Cash at bank and in hand	<u>135,443</u>	<u>54,597</u>
	<u>251,306</u>	<u>62,879</u>

10. DEBTORS

	£	£
Amounts receivable	-	52,750
Gift Aid tax recoverable (includes £5,250 restricted income)	<u>7,920</u>	<u>1,375</u>
	<u>7,920</u>	<u>54,125</u>

THE PEACE MUSEUM

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

11. FUNDS	Balance at 31.12.2019	Incoming Resources	Outgoing Resources	Transfer	Balance at 31.12.2020
	£	£	£	£	£
Restricted fund	30,592	55,771	2,015	-	84,348
Designated fund	30,400	10,000	-	-	40,400
Unrestricted fund	<u>55,820</u>	<u>148,102</u>	<u>110,045</u>	<u>-</u>	<u>93,957</u>
Total funds	<u>116,812</u>	<u>213,953</u>	<u>112,060</u>	<u>-</u>	<u>218,705</u>

The restricted funds are as follows:

	£
Acquisitions fund	5,000
Anglican Pacifist Fellowship	234
Heritage Lottery Fund	4,985
Premises fund	<u>74,129</u>
	<u>84,348</u>

A Heritage Lottery Grant of £7,000 was received for a project to examine the impact of bombing during the Second World War. During the year £2,015 was spent, the balance outstanding at the end of the year was £4,985.

Designated fund – Premises fund. The trustees have designated this money to enable the Museum to move into more suitable accessible premises.

12. TRANSACTIONS WITH TRUSTEES AND RELATED PARTIES

Trustee Expenses

Three trustees received a total of £298 for meeting and training expenses. Trustees received reimbursement of expenses incurred on behalf of the charity.

13. PENSION FUND

The charity has enrolled in the Government Nest pension scheme. During the year payments of £2,002 were paid into the fund.

14. MEMBERS' LIABILITY

The Peace Museum is a company limited by guarantee, and is registered as a charity with the Charity Commission (Charity Registration Number 1061102). Copies of its Memorandum and Articles of Association can be obtained from the Secretary at the registered office. The liability of each member in the event of the Charity being wound up is limited to a sum not exceeding £1.

THE PEACE MUSEUM

NOTES TO THE ACCOUNTS

FOR THE YEAR ENDED 31 DECEMBER 2020

15. COMPARATIVES	Res- tricted <u>Funds</u> £	Unrest- tricted <u>Funds</u> £	<u>Total</u> £	Res- tricted <u>Funds</u> £	Unrest- tricted <u>Funds</u> £	<u>2019</u> £
INCOMING RESOURCES						
Donations & legacies	55,771	92,163	147,934	36,258	44,584	80,842
Charitable activities	-	65,995	65,995	-	115,259	115,259
Investments	-	24	24	-	47	47
Total	<u>55,771</u>	<u>159,890</u>	<u>213,953</u>	<u>36,258</u>	<u>159,890</u>	<u>196,148</u>
RESOURCES EXPENDED						
Raising funds	-	3,394	3,394	-	7,552	7,552
Charitable activities	2,015	106,651	108,666	14,108	138,345	152,453
Total	<u>2,015</u>	<u>110,045</u>	<u>112,060</u>	<u>14,108</u>	<u>145,897</u>	<u>160,005</u>
Net incoming resources/ net income(expenses)	53,756	48,137	101,893	22,150	13,993	36,143
FUND BALANCES B/FORWARD	<u>30,592</u>	<u>86,220</u>	<u>116,812</u>	<u>8,442</u>	<u>72,227</u>	<u>80,669</u>
FUND BALANCES C/FORWARD	<u>84,348</u>	<u>134,357</u>	<u>218,705</u>	<u>30,592</u>	<u>86,220</u>	<u>116,812</u>
Net Assets by Fund						
Tangible Fixed Assets	-	3,206	3,206	-	3,806	3,806
Current Assets	84,348	174,878	259,226	30,592	86,412	117,004
Current Liabilities	-	(43,727)	(43,727)	-	(3,998)	(3,998)
	<u>84,348</u>	<u>134,357</u>	<u>218,705</u>	<u>30,592</u>	<u>86,220</u>	<u>116,812</u>

THE PEACE MUSEUM

FOR THE YEAR ENDED 31 DECEMBER 2020

INDEPENDENT EXAMINER'S REPORT

To the trustees of The Peace Museum

I report on the accounts of the company for the year ended 31 December 2020.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 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 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- 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 considering any unusual items or disclosures in the financial statements 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 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.

.....
David Stephens FCCA
Chartered Certified Accountant
13 Newlands Road, Tunbridge Wells, Kent TN4 9AS.

.....
Dated