

REGISTERED COMPANY NUMBER: 03428819 (England and Wales)
REGISTERED CHARITY NUMBER: 1065569



**REPORTS OF THE TRUSTEES AND
THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2021**

FOR

THE COPPED HALL TRUST

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OBJECTIVES AND ACTIVITIES

The **objects** of the Trust are, in summary, to conserve, restore and maintain Copped Hall, near Epping in Essex, and to use the site for educational, cultural and community purposes.

The Copped Hall site was occupied in the 12th century. During the 14th century it belonged to the Abbots of Waltham, was extended from 180 to 300 acres and in 1537 was given to Henry VIII in the hope of saving Waltham Abbey (it was dissolved three years later). In the middle of the 16th century it changed hands and Elizabeth I gave it to Sir Thomas Heneage who largely rebuilt it to form a very impressive mansion. In 1739 the Estate was sold to Edward Conyers and after his death his son, John, decided to demolish the Elizabethan mansion in 1748 as he wanted to express himself with a new Palladian mansion on a different part of the site. Little remains of the Elizabethan mansion although there is much information about it and our archaeologists are constantly finding out more.

The Georgian mansion is very well proportioned with an excellent principal floor plan. Together with its landscaped park it forms a perfect example of an '18th century house in landscape'. There is also a mid-18th century 4-acre walled garden producing flowers, fruit and vegetables. In 1869 Copped Hall was acquired by the extremely wealthy George Wythes. Between 1894 and 1897 his grandson substantially enlarged the Copped Hall with elaborate extensions. An architectural Italianate garden was constructed to the west and the mansion was extended by two wings – one for extra accommodation to the north and to the south a large winter-garden or conservatory. By 1900 the gardens were looked after by at least 31 gardeners with a staff of 27 in the house.

In 1917 the Georgian mansion was tragically burnt out and, although the gardens were maintained until World War II, the mansion was not rebuilt and gradually fell victim to asset stripping and dilapidation. Later the M25 was constructed through a corner of the park. Despite all this the structure of the shell remained in surprisingly good condition.

The Campaign

A nine-year **campaign** was fought from 1986 to 1995 to save Copped Hall and its 1,000-acre park from large-scale development. This group that fought the campaign was called the 'Friends of Copped Hall' and comprised representatives of local conservation societies. The aims were to secure the freehold of Copped Hall and gardens in a charitable trust and then, after careful research, to restore the mansion and gardens for educational, cultural and community uses. The campaign was a success.



Extracts from SAVE Britain's Heritage "The Destruction of the Country House - 40 Years On" -

"Successive commercial proposals were put forward All were fought off by local campaigners The specially formed Copped Hall Trust bought the mansion and gardens This is a model of what voluntary groups can achieve."

Getting organised

The **Copped Hall Trust** was set up in 1993, purchased the freehold of the mansion and gardens in 1995 and then began to restore the buildings and gardens after careful research. The freehold of the walled kitchen garden was acquired in 1999.

What the Trust had acquired was essentially a shell inhabited with trees. The service buildings were partly burnt, the lead had been stripped from the roofs, the gardens were overgrown and many parts of the premises had been vandalised. The first five years of the Trust's operations consisted of restoring the service buildings and racquets court while clearing the gardens and making the site secure.

In 1998 Trustees set up the '**Friends of the Copped Hall Trust**' to support the Trust and its objectives. The Friends now have around 1,300 members from whom are drawn volunteers who assist with all aspects of the project. Most of the volunteers are grouped into teams - with a team leader - focusing on different parts of the project.

As interest in the project grew a still growing **community of volunteers** began clearance of non-original vegetation together with the clearance of debris from the mansion. Soon after the site had been acquired guided tours were organised and, once floors and roof structures were reinstated, it became possible to hold study days and concerts and later, as the mansion became increasingly usable, events such as meetings of local organisations.

By the time of approving this report the community of volunteers had grown to 137. Volunteers continue to be an essential element of the restoration project. In 2019 the Trust began to keep records of the hours volunteers devote to the project and an almost certainly understated total for 2021 was 17,935 (2020 – 12,532). Valued at the hourly living wage this is the equivalent of around £198,000 (2020 - £136,000). This is not included in the Trust's accounts. During the pandemic restrictions many volunteers continued to work in the mansion's gardens and grounds using their own tools. Having 27 acres they were able to keep more than the recommended social distance from each other. Many have expressed how beneficial this was to their well-being.

Grants from organisations **and donations** from individuals began to help to finance the restoration, all of which has been managed by the Trustees under the direction of the Trust's Architect and Project Manager in consultation with the authorities.

The vision

The vision for Copped Hall is that, through a programme of restoration of the mansion and gardens and of improvement in the facilities it provides, it will become the premier local and first-class national venue for community, cultural and educational use. Conferences will be added to the range of study days, lectures and workshops which already exist such as archaeology, social history, horticulture, astronomy, historic buildings and care of historic buildings. These subjects will be extended to include other related matters such as garden and landscape design and also the conservation of the natural world. The latter is particularly relevant - as the saving of Copped Hall (from vast development proposals) is regarded as a significant conservation victory. The Trust will gradually expand the number of concerts and theatrical productions it hosts and provide for meetings of community groups. As ever, this expansion of activities will draw on the community of local volunteers.

ACHIEVEMENTS AND PERFORMANCE

At any one time the Trust has a number of **minor and major restoration projects** in progress. The purpose of the minor projects, typically of up to £5,000 each, is to improve the experience of visitors and make the Hall more useable for the many events taking place in and around it.

Restoration

In 2021 the main focus of the programme of major projects was on –



The Stone Staircase The original Georgian stone staircase gave access to the first and second floors. It was smashed out in the 1950s after the mansion was abandoned. Fortunately, the stub ends of the stone steps and landings were left embedded in the walls. This fact gave us accurate information to enable the staircase to be reconstructed in Portland stone. The project has now advanced so that 42 of the steps have been installed with another 17 to go - including a long landing at the top. This project has created a lot of support with all the work to date being funded by private individuals. The ongoing reinstatement of this key feature of the Georgian mansion sends a clear message that Copped Hall was not only an excellent building but one worthy of full restoration.

Causeway Steps The Causeway is a raised central feature of the previous formal gardens immediately West of Copped Hall. We wish to encourage our visitors to explore the lower terrace South of the Causeway where volunteers have spent much time restoring various flowerbeds to good effect. To achieve this we have reinstated a flight of stone steps that descended from the centre of the Causeway on the Southern side. This work has been achieved by reusing a number of the original stone steps that we have recovered from many miles away where they had been taken in the 1950s.



The Wintergarden (left) was a very elaborate building faced in Portland stone with three elevations fitted with extensive windows in teak frames. The building was surmounted with a huge domed glazed roof supported on curved iron lattice beams. Around 1960, the Wintergarden was dynamited and the roof was destroyed - together with parts of the walls. Considerable work by volunteers has cleared all the debris from the site and reconstruction work has begun. The Wintergarden was an excellent building and well worth restoring in phases. Important sections of the stonework are now being restored.

The Fallen Corner - After Copped Hall was burnt out in 1917 the Wintergarden was kept up but by the 1950 vandalism had taken its toll with much of the glass roof smashed. The building was dynamited and demolished. Although most of the walls survived, the two southern corners were toppled. The remains of the roof structure and most of the debris was cleared away but one of the corners was left lying on the ground where it fell. We have instigated an ambitious project called 'The Fallen Corner' to rebuild the corner - which involves extracting the stone facings and re-erecting them in their original positions together with new stone where necessary. This operation is now well advanced.





The Lightwell is a four storey enclosed space, open to the sky, created when the wing was built in 1895. We are in the process of constructing a roof with skylights over this space and of installing a steel staircase to enable access to the ground, first and second floors. The cost of the glazed roof and associated works is approximately £100,000 and the cost of the staircase is about £50,000. A temporary staircase has been constructed to enable possible donors to comprehend the details of this project at roof level. An illustrated fund-raising document has been produced. Funding has been raised. The flat roof that supports the skylights has been completed and the skylights are under manufacture off site.

The **Orchard House** (right) is the largest glasshouse in the Walled Kitchen Garden. The original building was very badly decayed and eventually collapsed. Over the last few years the Trust has reconstructed the eastern end of this important building according to its original details and now has completed the middle section thanks to a generous legacy. A specialist heritage glasshouse contractor was appointed to carry out this work. The Orchard House will be used for nurturing young fruit trees and also for related educational purposes.



Walled Garden gates The Walled Kitchen Garden has two sets of elaborate old wrought iron gates - both in urgent need of restoration. One set forms a boundary with our neighbour and therefore cannot be opened. The other gate (the south gate) is in regular use and its condition causes great concern. It is essential that this gate is restored and a fund has been started to raise the necessary funds. The gates will have to be taken off-site to be restored in a blacksmiths workshop. Also one of the brick supporting piers will need underpinning. The cost will be around £40,000. The Trust will match all monies raised. By 31 December 2021 funds for the project had reached £38,868.

The Apartment Some work has been advanced in the creation of an Apartment on the second floor of the Wing initially intended for a Caretaker. Fire and thermal insulation has been fitted beneath the floor throughout. A soil pipe has been installed from the basement drain. Plastering of the walls has taken place and a heating system is being planned. The construction of the Apartment will advance in stages as funding allows.



Administration Room A considerable amount of work is taking place to create a room to accommodate the administrative workings of the Trust - to include internet connection, printing facilities, archive storage and retrieval and general office facilities. As the Trust has now become quite a large entity, this room is essential in order to maintain professionalism in our departments.



Many of the ground and first floor windows have been installed and 20 of the 33 **second floor windows** have now been fitted. It would be very beneficial to install the remaining windows for two reasons ... firstly, it would enable Copped Hall to look much more complete and welcoming and, second, we are now beginning to use the rooms on the second floor. All the windows on the ground and first floor have been fitted with steel external shutters for security reasons and the mansion looks rather bleak when they are closed. The second floor windows would not need external shutters. The cost to install these second-floor windows would total £26,000.



The Office Construction has been advancing on the creation of a dedicated office on the second floor of the mansion. This room will be used for Trustee meetings - sometimes including their guests. The Office is near the Administration Room so that if records are required for a meeting they can be easily accessed. Much work has been implemented with regard to the Office. The floor structure has been fitted with dual purpose insulation against both fire and heat loss. Windows have been fitted and the ceiling and walls have been plastered. Lighting and power circuits have been installed and internet provision is being organized.



Education

The Trust's educational object continues to be addressed in many different ways -

Restoration of the mansion and gardens is in itself an educational vehicle. Visitors come time and time again to see how the restoration is progressing. It is often commented upon that it is rare to see a historic building being reassembled from a ruin. Some say it is more interesting than visiting a completed historic building!

There are normally 11 **guided tours** for the public each year and also a number of special interest private tours. The Open Days are in May, August and October - with the latter also being an 'Apple Day' where apples from all over England are displayed and identified. These guided tour days and open days give the public a chance to explore the mansion and gardens and ask detailed questions about the restoration and the design of the building. The gardens are also opened independently of the mansion.



Copped Hall - being on high ground - is an ancient site of human habitation. The Copped Hall Trust has joined with the West Essex Archaeological Group (WEAG) to explore and document the Trust's land including the site of the Elizabethan Mansion at Copped Hall. Every year there are series of investigations carried out which are principally educational. The first one is in May when WEAG advance their explorations and make their findings understandable for the public on the Open Day at the end of May. During the summer WEAG hold 'Taster Weekends' on the Copped Hall site to introduce members of the public to Archaeology. WEAG also runs Training Courses for those who already have some knowledge of archaeology. The Trust has created display, storage and archive facilities for the archaeologists. Copped Hall is proving a rich archaeological site with even Roman artefacts being unearthed.

On the first floor of the Victorian wing are four grand rooms which are making it possible to hold more comprehensive exhibitions. Three main exhibitions have been held to date – all illuminating the history of Copped Hall and the restoration work, including detailed displays featuring Old Copt Hall.



The School team would normally host a variety of study days covering Living History, Creative Writing, Art, Habitat and Plants and Archaeology. These days have been remodelled to ensure we deliver an enrichment day which is tailored to the latest Primary Education requirements as well as reflecting the history, environment and culture of Copped Hall. We are also expanding our provision to cater for the requirements of Secondary schools. We strive to broaden the opportunities we offer to local schools, ensuring that they reflect the curriculum and financial constraints of the schools.

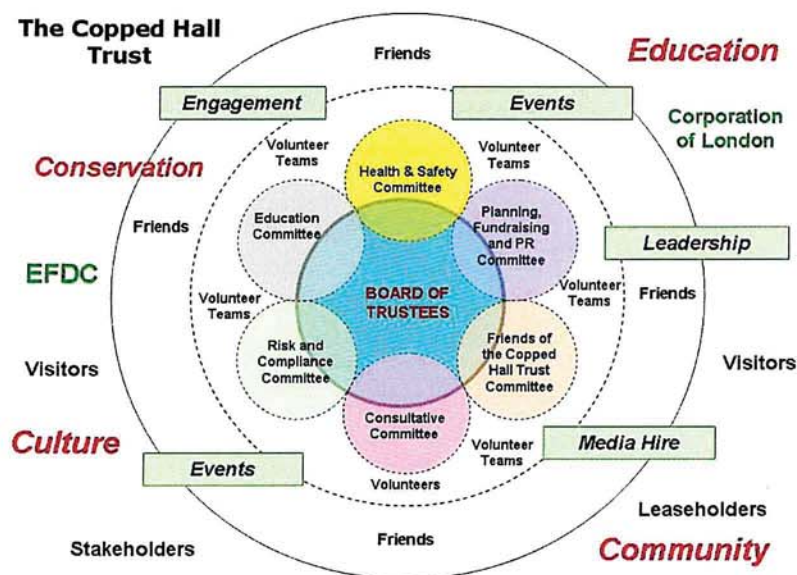
Adult Education

For many years now we have arranging Study Days, Workshops and Lectures which have been well attended. Education is the primary aim of the Trust apart from the restoration of the buildings and gardens. All the time we are endeavouring to improve our educational facilities and seek to include conferences on conservation and other related issues.



Culture, recreation and public/ community benefit

Copped Hall has become a significant element of the local community, providing an outlet for the considerable energy of its volunteers, a venue for education and culture, an interest for its visitors and a virtually unique model of community action to conserve, restore and re-acquire heritage assets. Whilst most of its Friends live in the Epping Forest and North-East London area, there is considerable interest elsewhere in the UK and indeed some interest in Ireland, Canada, Australia and the USA. The Trust is recognised by, and works with, authorities and organisations involved or interested in its work.



FINANCIAL REVIEW

The Trust's principal sources of finance have been –

1. The sale of leaseholds
2. Grants from institutions, individual donations and legacies
3. Gift aid
4. Events within its primary purpose and
5. A limited amount of trading

Copped Hall was purchased by the Trust entirely via loans from the Architectural Heritage Fund and a private trust. These were repaid by the sale of six leasehold dwellings created within the existing service buildings. The loans were mostly paid off by the year 2000 and since that time the Trust has advanced all aspects of the project by the four other sources of finance above. At the 31 December 2021 the investment in the purchase and restoration had reached around £3.61m (*please see note 10*), not including the very considerable input from the volunteer community.

During 2021 the Trust invested around £133.7k in restoration of the mansion and Orchard House, spent around £64.8k on small works and around £46.2k on the maintenance and restoration of the gardens - altogether around £244.7k.

The Trustees are enormously grateful to all grantors, donors, friends and volunteers, past and present.

The Trust's income in 2021 continued to be adversely affected by the Covid pandemic, though not as severely as in 2020. Some public events, study days, concerts and other performances had to be cancelled or postponed beyond the year end and those which were able to proceed often had to involve smaller numbers so that social distancing could be observed. It is believed that around £20,000 of net income was lost in this way.

Risk and uncertainty

The Board has established a Risk and Compliance Committee and a Health and Safety Committee, the latter consisting of all Trustees plus 1 specialist Health and Safety Advisor. The Risk and Compliance Committee advises the Board on all aspects of Risk apart from Health and Safety. The Trust has developed a Risk Register and uses that to score and monitor risks and record and monitor appropriate actions. The most significant risks at the time of reporting concern the potential loss of the skills and knowledge of key individuals, including Trustees, and Health and Safety as the mansion and grounds are restored. The Board has agreed a number of significant measures to reduce the probability and impact in particular of fire hazards and has set funds aside to that end.

Going concern

The accounts have been prepared on the basis that the Trust is a going concern. The Trustees are confident that this is the case and have based this judgement having set aside funds sufficient to meet all approved project costs for 18 months from the time of approving this report.

In the last 2 - 3 years the Trust has received some particularly generous legacies and these cannot reasonably be expected to recur in the future, at least not at recent levels. They have allowed the Trust to accelerate many projects both before 31 December 2021 and within the following 12 – 18 months.

At the end of 2021 the Trust's unrestricted funds not already invested in fixed assets were £726,604 (cf 2020 £513,213). Of those balances £652,266 had been designated by the Board for expenditure on works planned for the following 12 to 18 months. Expenditure from those unrestricted funds in the first 6 months of 2022 was around £201k, of which around £153k was on projects.

The Trust has no debt. It has regular unrestricted income in the form of membership subscriptions from its Friends and rents totalling around £37k pa, sufficient to meet its annually recurring and unavoidable support costs.

Reserves policy

The Trust's Reserves Policy is that -

- a. It will retain its Expendable Endowment fund as a contingency or precautionary fund.
- b. It will retain unrestricted funds as a transactional reserve of not less than 100% of the estimated value of orders outstanding and chargeable to its reserves plus 100% of other budgeted expenditure chargeable to its reserves in the following 3 calendar months.

Investment policy

For the foreseeable future it is not anticipated that the Trust will have sufficient investments to invest primarily for a return, as the majority of bequests and gifts to the Trust it is anticipated will be applied over a short-term period for the ongoing restoration of the Trust property in accordance with the Trust's 5-year plan in furtherance of the Trust's charitable objects. The principal focus of the Trust's current investment policy is therefore capital preservation at an acceptable level of risk.

The Trust has currently no permanent endowment though, were it to receive one, then the policy would be amended to consider for that element of our investments an appropriate return strategy but consistent with the overall objective of capital preservation.

In the context of the overall financial position of the Trust, for the foreseeable future, the investment policy for those investments held in support of the Trust's reserves policy will also be consistent with that for bequests and donations, though the financial instruments held for this element of the overall investments held, is expected to be wider reflecting a longer-term view that would be appropriate.

The expectation is therefore that for the short term, the great majority of investments will be held in cash or liquid money market funds diversified to ensure capital preservation but seeking the best return consistent with such a policy.

To achieve these overall objectives the Trust will appoint an investment adviser in respect of the total investments held, and the mandate given to this adviser will include wherever applicable to consider environmental, social and governance factors.

FUTURE PLANS

The Copped Hall Estate

Our project occupies some 30 acres in the middle of 1,000 acres of landscaped parkland and previously working farm. The 1,000 acres comprises numerous ownerships. We regard it as essential that we are on good terms with all the owners including the City of London who own over 800 acres of the parkland. Regular meetings and correspondence are vital in this regard and this will be developed further in the coming years. As the restoration of Copped Hall and its gardens proceed, it is hoped that the restoration of key features in the Parkland will follow. The mansion and parkland were originally conceived as one inter-related entity and we should like their future can seen as such.

A five-year plan

The Trust plans -

- To create an 'outer circle' of key supporters who act as ambassadors to the Trust. Members of the Outer Circle would be a pool from which new trustees and team leaders may be drawn.
- To begin a number of new initiatives to recruit and retain volunteers across all disciplines and create an environment where their volunteering is fulfilling and recognised, while retaining the family atmosphere long associated with the project. This would also involve the seeking out honorary part-time positions for roles such as librarian, office manager, curator, etc.
- To continue to develop procedures and processes that are consistent with the governance and administration of a large and respected charity. This includes the expansion of the governing body, supporting administrators and team leaders with a blend of skills and experience whilst retaining the principles and identity of the project.
- To continue to develop our communication methods with our supporters as well as providing the means to widen our influence with similar regional organisations, local authorities, conservation bodies and the wider community.

Approved by the Trustees on 11 August 2022 (in their capacity as Company Directors) and signed on their behalf by -



Victor Knope
Hon Secretary

THE COPPED HALL TRUST



STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE PERIOD 1 JANUARY 2021 TO 31 DECEMBER 2021

		2021				2020
	Notes	Unrestricted funds £	Restricted income funds £	Expendable endowment fund £	Total funds £	Total funds £
INCOME AND ENDOWMENTS FROM -						
Donations and legacies	2	369,725	129,623	-	499,348	661,584
Charitable activities	3	36,016	-	-	36,016	20,140
Other trading activities	4	49,811	22,405	-	72,216	58,160
Other income	5	1,670	-	-	1,670	109
Total		457,222	152,028	-	609,250	739,993
EXPENDITURE ON -						
Raising funds	6	4,840	3,458	-	8,298	5,424
Charitable activities	7	251,473	16,974	-	268,447	186,306
Total		256,313	20,432	-	276,745	191,730
NET INCOME		200,909	131,596	-	332,505	548,263
Transfers between funds	17	75,513	(75,513)	-	-	-
Interest payable	8	(308)	-	-	(308)	(1,100)
Gains/(losses) on the revaluation of fixed asset	12	-	-	(3,524)	(3,524)	(45,240)
Net movement in funds		276,114	56,083	(3,524)	328,673	501,923
RECONCILIATION OF FUNDS -						
Total funds brought forward		3,254,799	87,503	85,520	3,427,822	2,925,899
TOTAL FUNDS CARRIED FORWARD		3,530,913	143,586	81,996	3,756,495	3,427,822

THE COPPED HALL TRUST



BALANCE SHEET AT 31 DECEMBER 2021

		31 December 2021			2020
	Notes	Unrestricted funds £	Restricted income funds £	Expendable endowment fund £	Total funds £
FIXED ASSETS -					
Tangible assets	11	2,804,308	-	-	2,804,308
Investments	12	<u>1</u>	-	81,996	81,997
		2,804,309	-	81,996	2,886,305
CURRENT ASSETS -					
Stocks	13	3,531	-	-	3,531
Debtors and accrued income	14	56,556	800	-	57,356
Cash at bank and in hand	15	<u>685,568</u>	<u>163,147</u>	-	848,715
		745,655	163,947	-	909,602
TOTAL ASSETS		3,549,964	163,947	81,996	3,795,907
CREDITORS -					
Amounts falling due within one year	16	<u>(19,051)</u>	<u>(20,361)</u>	-	(39,412)
NET CURRENT ASSETS		726,604	143,586	-	870,190
TOTAL ASSETS LESS CURRENT LIABILITIES		3,530,913	143,586	81,996	3,756,495
NET ASSETS		3,530,913	143,586	81,996	3,756,495
FUNDS	17/18				
Unrestricted funds					3,530,913
Restricted income funds	22				143,586
Expendable endowment fund	22				81,996
TOTAL FUNDS					3,756,495

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.

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 on 11 August 2022 and signed on their behalf by:

Alan Cox
Chairman and Trustee

THE COPPED HALL TRUST



CASHFLOW STATEMENT

Notes	2021		2020	
	£	£	£	£
Net incoming funds from operations		332,505		548,263
<u>add back</u> Depreciation	11	71,028		71,998
		<u>403,533</u>		<u>620,261</u>
Decrease/(increase) in stocks	13	(1,237)	312	
Decrease/(increase) in debtors	14	466,182	(511,892)	
Increase/(decrease) in operating creditors	16	<u>(18,733)</u>	<u>11,013</u>	<u>(500,567)</u>
Net cashflow from operations		849,745		119,694
Cashflow from investing activities				
Expenditure on freehold property	11	(133,751)	(145,360)	
Expenditure on other fixed assets		-	(6,573)	
Increase/(decrease) in capital creditors	16	<u>3,865</u>	<u>5,070</u>	
Net cashflow from investing activities		(129,886)		(146,863)
Cashflow from interest				
Interest payable		(308)	(1,100)	
Increase/(decrease) in interest owed		<u>(1,100)</u>	<u>1,100</u>	
		(1,408)		-
Cash at bank and in hand at 1 January		<u>130,264</u>		<u>157,433</u>
Cash at bank and in hand c/f		848,715		130,264

THE COPPED HALL TRUST



1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The Copped Hall Trust 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 Copped Hall Trust is a charitable company limited by guarantee and is a public benefit entity under FRS 102. The registered office is detailed on page 1. The financial statements have been prepared in accordance with the Charities SORP (FRS102) '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)', the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The financial statements have been prepared under the historical cost convention in pounds sterling.

Going concern

The accounts have been prepared on the basis that the Trust is a going concern. The Trustees are confident that this is the case and have based this judgement having set aside funds sufficient to meet all approved project costs for 18 months from the time of approving these accounts.

Income

All income is recognised in the Statement of Financial Activities once the charity 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 charity 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.

Capitalisation policy

The Trust's capitalisation policy from 1 January 2021 onwards is that expenditure will be capitalised at cost or fair value, except in the case of iii and iv below, regardless of its quantum, if it represents –

- i a contribution towards the restoration of listed buildings with an expected economic life of at least 50 years or more
- ii expenditure on architect's or other professional fees relating to i. above, or
- iii the acquisition of an artefact or artefacts appropriate to Copped Hall or the restoration to Copped Hall of an artefact, with a cost or value in excess of £1,000 or
- iv the acquisition of an item of furniture, plant or equipment with a cost or value in excess of £5,000.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off the cost less estimated residual value of each asset over its estimated useful life -

Freehold property at	2%	of cost
Artefacts at	2%	of the reducing balance
Plant and machinery at	25%	of the reducing balance

Depreciation is not charged in the year in which capital expenditure is incurred.

Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the statement of financial activities.

Investments in subsidiaries are valued at cost less provision for impairment.

Stocks

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

Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

Creditors

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

THE COPPED HALL TRUST



1. ACCOUNTING POLICIES (cont'd)

Taxation

The charity is subject to Corporation Tax only on its trading activities. Up to 31 August 2021 it was partially exempt for VAT purposes and any irrecoverable VAT was added to the costs to which it related. With effect from 1 September 2021 the Trust de-registered from VAT.

Fund accounting

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

Restricted income funds can only be used for particular restricted purposes narrower than the objects of the charity. Restrictions arise when specified by the donor or legator or when funds are raised for particular restricted purposes.

Restricted income funds and designated funds are released to the General fund for any capital expenditure net of recoverable VAT.

THE COPPED HALL TRUST



2. DONATIONS AND LEGACIES

	2021			
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Donations	18,775	129,623	-	148,398
Friends subscriptions	28,575	-	-	28,575
Grants	-	-	-	-
Legacies	322,375	-	-	322,375
	369,725	129,623	-	499,348

The recorded number of hours devoted by volunteers to the project in 2021 was 17,935 (2020 12,532). Valued at the hourly living wage for London this was the equivalent of around £198,000 (2020 £136,000). This is not included in the Trust's accounts.

	2020			
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Donations	40,547	74,127	-	114,674
Friends subscriptions	29,063	130	-	29,193
Grants	1,000	10,000	-	11,000
Legacies	505,000	1,717	-	506,717
	575,610	85,974	-	661,584

3. INCOME FROM CHARITABLE ACTIVITIES

	2021			
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Public events	26,923	-	-	26,923
Education - tours, lectures, courses etc	9,055	-	-	9,055
Maintenance contributions	38	-	-	38
	36,016	-	-	36,016

	2020			
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Public events	13,952	-	-	13,952
Education - tours, lectures, courses etc	5,552	100	-	5,652
Maintenance contributions	536	-	-	536
	20,040	100	-	20,140

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4. INCOME FROM OTHER TRADING ACTIVITIES

	2021			
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Sales of donated items	1,487	10,199	-	11,686
Gift shop sales	2,705	-	-	2,705
100 Club	-	2,498	-	2,498
Acquisition fund	-	2,498	-	2,498
Walled garden produce	-	6,672	-	6,672
Lettings	19,780	-	-	19,780
Rents	8,365	-	-	8,365
Bar sales	2,647	-	-	2,647
Refreshments and facilities	14,394	-	-	14,394
Raffles	433	538	-	971
	49,811	22,405	-	72,216

	2020			
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Sales of donated items	743	5,214	-	5,957
Gift shop sales	1,348	-	-	1,348
100 Club	-	2,604	-	2,604
Acquisition fund	-	2,604	-	2,604
Walled garden produce	-	5,630	-	5,630
Lettings	24,380	-	-	24,380
Rents	8,209	-	-	8,209
Bar sales	414	-	-	414
Refreshments and facilities	6,774	-	-	6,774
Raffles	240	-	-	240
	42,108	16,052	-	58,160

5. OTHER INCOME

	2021			
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Investment income and interest receivable	1,670	-	-	1,670

	2020			
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Investment income and interest receivable	109	-	-	109

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6. COST OF RAISING FUNDS

2021				
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Other trading activities				
Cost of bar sales	1,255	-	-	1,255
Cost of refreshments	2,441	-	-	2,441
Gift shop stock	1,036	-	-	1,036
100 Club	-	2,234	-	2,234
Rolls Royce	82	-	-	82
Walled garden costs	-	1,224	-	1,224
Raffle costs	26	-	-	26
	4,840	3,458	-	8,298

2020				
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Other trading activities				
Cost of bar sales	663	-	-	663
Cost of refreshments	1,091	-	-	1,091
Gift shop stock	137	-	-	137
100 Club	-	2,096	-	2,096
Rolls Royce	-	-	-	-
Walled garden costs	-	1,437	-	1,437
	1,891	3,533	-	5,424

7. CHARITABLE ACTIVITIES COSTS

2021				
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Maintenance and restoration				
Small works to the mansion	56,076	8,729	-	64,805
Garden maintenance and restoration	39,794	6,363	-	46,157
Orchard house restoration	-	-	-	-
	95,870	15,092	-	110,962
Provision of educational and cultural events				
Schools	17	-	-	17
Public events costs	5,281	-	-	5,281
Costs of tours, lectures, courses etc	2,440	-	-	2,440
	7,738	-	-	7,738
Support costs				
Insurance	8,848	-	-	8,848
Utilities and services	11,430	-	-	11,430
Printing, postage, advertising and promotion	6,487	75	-	6,562
Housekeeping and sundries	3,337	581	-	3,918
Bank and similar charges	31	-	-	31
Audit	8,674	-	-	8,674
Legal and professional fees	28,469	-	-	28,469
Equipment	9,561	1,226	-	10,787
	76,837	1,882	-	78,719
Depreciation	71,028	-	-	71,028
	251,473	16,974	-	268,447

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7. CHARITABLE ACTIVITIES COSTS (continued)

CHARITABLE ACTIVITIES COSTS (continued)	2020			
	Unrestricted funds	Restricted income funds	Expendable endowment fund	Total funds
	£	£	£	£
Maintenance and restoration				
Small works to the mansion	12,339	14,824	-	27,163
Garden maintenance and restoration	8,699	7,207	-	15,906
Orchard house restoration	12,964	18,618	-	31,582
	34,002	40,649	-	74,651
Provision of educational and cultural events				
Schools	-	-	-	-
Public events costs	1,141	-	-	1,141
Costs of tours, lectures, courses etc	2,290	-	-	2,290
	3,431	-	-	3,431
Support costs				
Insurance	7,523	105	-	7,628
Utilities and services	9,772	-	-	9,772
Printing, postage, advertising and promotion	5,955	750	-	6,705
Housekeeping and sundries	2,590	481	-	3,071
Bank and similar charges	494	-	-	494
Audit	8,140	-	-	8,140
Legal and professional fees	308	-	-	308
Equipment	100	8	-	108
	34,882	1,344	-	36,226
Depreciation	71,998	-	-	71,998
	144,313	41,993	-	186,306

8. INTEREST PAYABLE

	2021 £	2020 £
Interest on over-recovery of VAT	<u>308</u>	<u>1,100</u>

9. NET INCOME/ (EXPENDITURE)

Net income/ (expenditure) is stated after charging/ (crediting) -	2021 £	2020 £
Auditor's remuneration	8,674	8,140
Depreciation - owned assets	<u>71,028</u>	<u>71,998</u>

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the period ended 31 December 2021 nor for the period ended 31 December 2020 except as disclosed in note 20.

No trustees' expenses were paid for the period ended 31 December 2021 nor for the period ended 31 December 2020 except on production of evidence of payment by trustees on behalf of the Trust.

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11. TANGIBLE FIXED ASSETS	Freehold property £	Artefacts £	Plant and machinery £	Totals £
COST				
At 1 January 2020	3,332,209	20,907	39,062	3,392,178
Additions in 2020	145,360	-	6,573	151,933
At 31 December 2020	3,477,569	20,907	45,635	3,544,111
Additions in 2021	133,751	-	-	133,751
At 31 December 2021	3,611,320	20,907	45,635	3,677,862
DEPRECIATION				
At 1 January 2020	673,777	18,829	37,922	730,528
Charge in 2020	69,550	520	1,928	71,998
At 31 December 2020	743,327	19,349	39,850	802,526
Charge in 2021	69,550	31	1,447	71,028
At 31 December 2021	812,877	19,380	41,297	873,554
NET BOOK VALUE				
At 1 January 2020	2,658,432	2,078	1,140	2,661,650
At 31 December 2020	2,734,242	1,558	5,785	2,741,585
At 31 December 2021	2,798,443	1,527	4,338	2,804,308

12. FIXED ASSET INVESTMENTS	Shares in group undertakings £	Bequest and donation of shares £	Total £
MARKET VALUE			
At 1 January 2021	1	85,520	85,521
At 31 December 2021	1	81,996	81,997
NET BOOK VALUE			
At 31 December 2020	1	85,520	85,521
At 31 December 2021	1	81,996	81,997

In 2019 the Trust received a bequest of 14,451 Ordinary Shares in the Standard Chartered Bank PLC from its former President and Trustee, Denys Favre and a donation of 3,905 of the same shares from his daughter.

These shares have been included in the Trust's balance sheet at their value at the balance sheet date. The value of the shares was £81,996 as at 31 December 2021.

There were no investment assets outside the UK. The company's investments at the balance sheet date in the share capital of group undertakings comprise 100% of the £1 Ordinary share capital of Copped Hall Enterprises Limited (Company no. 03894615). Copped Hall Enterprises Limited has a financial year ending on 31 December.

	At 31 December	2021	2020
Copped Hall Enterprises Limited			
Aggregate capital and reserves		2,001	2,001

13. STOCKS	At 31 December	2021	2020
		£	£
Stocks		3,531	2,294

14. DEBTORS AND ACCRUED INCOME - AMOUNTS FALLING DUE WITHIN ONE YEAR

	At 31 December 2021			2020
	Unrestricted funds £	Restricted income funds £	Total £	£
Debtors	-	-	-	9,808
Prepayments	100	-	100	82
Accrued income	55,591	800	56,391	510,482
VAT	865	-	865	3,166
	56,556	800	57,356	523,538

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15. CASH AT BANK AND IN HAND

Included in cash at bank is a balance of £15,063 held on trust in respect of the Leaseholder maintenance fund. An associated liability of £15,063 is included in creditors.

16. CREDITORS - AMOUNTS FALLING DUE WITHIN ONE YEAR

	At 31 December 2021			
	Unrestricted funds	Restricted income funds	Total	2020
	£	£	£	£
Services for leaseholders	-	15,063	15,063	12,580
Accounts payable	10,481	5,298	15,779	5,475
Accrued expenses	8,450	-	8,450	7,580
VAT	-	-	-	27,727
Interest on VAT over-recovery	-	-	-	1,100
Deferred income	120	-	120	918
	<u>19,051</u>	<u>20,361</u>	<u>39,412</u>	<u>55,380</u>

The services for leaseholders liability consists of service charges received from the leaseholders for services to be provided in the future.

	At 1 January 2021	In 2021				At 31 December 2021
	£	Income £	Expenditure (inc Interest) £	Transfers £	Gains/ (losses) £	£
17. MOVEMENT IN FUNDS						
EXPENDABLE ENDOWMENT FUND						
Favre family bequest and donation	85,520	-	-	-	(3,524)	81,996
RESTRICTED INCOME FUNDS for						
Restoration of buildings	42,925	126,406	(6,279)	(74,715)	-	88,337
Restoration and maintenance of gardens	12,625	16,891	(9,302)	(632)	-	19,582
Acquisition of artefacts	22,141	2,246	(440)	(166)	-	23,781
Utilitarian acquisitions	2,064	3,690	(2,104)	-	-	3,650
Other purposes	7,750	2,795	(2,309)	-	-	8,236
	<u>87,505</u>	<u>152,028</u>	<u>(20,434)</u>	<u>(75,513)</u>	<u>-</u>	<u>143,586</u>
UNRESTRICTED FUNDS						
Designated funds	26,521	7,616	(95,247)	713,377	-	652,267
General fund	3,228,276	449,606	(161,372)	(637,864)	-	2,878,646
TOTAL FUNDS	<u>3,427,822</u>	<u>609,250</u>	<u>(277,053)</u>	<u>-</u>	<u>(3,524)</u>	<u>3,756,495</u>

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17. MOVEMENT IN FUNDS (cont'd)	At 1 January 2020 £	2020				At 31 December 2020 £
		Income £	Expenditure (inc Interest) £	Transfers £	Gains/ (losses) £	
EXPENDABLE ENDOWMENT FUND						
Favre family bequest and donation	130,760	-	-	-	(45,240)	85,520
RESTRICTED INCOME FUNDS for						
Restoration of buildings	60,910	79,344	(33,733)	(63,596)	-	42,925
Restoration and maintenance of gardens	13,313	9,105	(8,623)	(1,170)	-	12,625
Acquisition of artefacts	20,448	1,952	(8)	(251)	-	22,141
Utilitarian acquisitions	1,167	7,613	(143)	(6,573)	-	2,064
Other purposes	6,655	4,113	(3,018)	-	-	7,750
	102,493	102,127	(45,525)	(71,590)	-	87,505
UNRESTRICTED FUNDS						
Designated funds	43,891	38,950	(21,516)	(34,804)	-	26,521
General fund	2,648,755	598,916	(125,789)	106,394	-	3,228,276
TOTAL FUNDS	2,925,899	739,993	(192,830)	-	(45,240)	3,427,822

- At 31 December 2021 the Trust accounted for 38 Restricted funds. Restricted (and designated) funds are now analysed according to the nature of the projects they finance and restricted funds summarised above according to their purpose. The Board designates funds where restricted funds for projects it has approved do not exist or where they are insufficient.
- Funds restricted to the restoration of buildings are applicable to the restoration of the Georgian and Victorian parts of the Copped Hall mansion or the grounds. Funds for the restoration of buildings are often restricted to the restoration of particular components of the mansion, such as staircases, the lift, windows, doors, hearths or brickwork or to specific parts of the buildings, such as the Wintergarden, the Lightwell or the Orchard Houses in the Walled Garden.
- Funds restricted to the restoration and maintenance of the gardens are applicable to the Walled Garden, including its walls, the Long Garden and the Standing Remain.
- There are two funds restricted to the acquisition of artefacts - the American Quest fund, which is for the acquisition of artefacts relating to Copped Hall which have been taken to the United States, and the Acquisition fund, which is for the acquisition of other artefacts relating to Copped Hall. The Acquisition fund contains both donations and half of the proceeds from the Trust's 100 Club lottery, the other half being available for cash prizes and included under Other Purposes.
- The funds restricted to utilitarian or temporary works are for works intended not to restore Copped Hall but to make it more secure, safer and a better experience for visitors. Funds for utilitarian acquisitions are applicable to expenditure on equipment for the gardens or the refreshments area.
- The fund restricted to Services for Leaseholders arises from the grant of 999-year leases of apartments in the ancillary buildings. Under the terms of the leases, the Trust has covenanted to provide services, funded by a service charge payable by the lessees.
- A more detailed analysis of restricted funds is provided in note 22.

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18. ANALYSIS OF NET ASSETS BY FUND

At 31 December 2021				
	Fixed assets	Investments	Cash	Other net current assets
	£	£	£	£
EXPENDABLE ENDOWMENT FUND				
Favre family bequest and donation	-	81,996	-	-
	-	81,996	-	-
RESTRICTED INCOME FUNDS for -				
Restoration of buildings	-	-	92,885	(4,547)
Gardens	-	-	19,556	25
Acquisition of artefacts	-	-	24,056	(275)
Utilitarian acquisitions	-	-	3,350	300
Services for leaseholders	-	-	15,063	(15,063)
Other purposes	-	-	8,236	-
	-	-	163,146	(19,560)
UNRESTRICTED FUNDS				
Designated funds	-	-	660,527	(8,261)
General fund	2,804,308	1	25,042	49,296
TOTAL FUNDS	2,804,308	81,997	848,715	21,475

At 31 December 2020				
	Fixed assets	Investments	Cash	Other net current assets
	£	£	£	£
EXPENDABLE ENDOWMENT FUND				
Favre family bequest and donation	-	85,520	-	-
	-	85,520	-	-
RESTRICTED INCOME FUNDS for -				
Restoration of buildings	-	-	43,573	(649)
Gardens	-	-	11,663	960
Acquisition of artefacts	-	-	21,896	245
Utilitarian acquisitions	-	-	473	1,592
Services for leaseholders	-	-	12,580	(12,580)
Other purposes	-	-	7,747	3
	-	-	97,932	(10,429)
UNRESTRICTED FUNDS				
Designated funds	-	-	23,781	2,741
General fund	2,741,585	1	8,551	478,140
TOTAL FUNDS	2,741,585	85,521	130,264	470,452

19. CAPITAL COMMITMENTS	2021	2020
	£	£
Contracted for but not provided in these financial statements		
Restoration of railings	-	1,364
Restoration of second floor windows	-	5,651
Restoration of dressing room door	-	1,650
Installation of fire alarm system	1,440	-
TOTAL	1,440	8,665

20. RELATED PARTY DISCLOSURES

Trustee Alan Cox continues to be engaged as Architect as trustees believe his knowledge and past role in the project remains critical. His current contract is due for renewal in 2023. During the period he charged the Trust at a reduced rate of £20,339 (2020 £18,946). He was owed £1,530 at 31 December 2021. His partner, Dilys Bidewell, was also paid for drawing classes of which she was the tutor the sum of £1,050 (2020 - £750).

21. CONTINGENT LIABILITY

The Trust made a voluntary disclosure in March 2021 following a misunderstanding about the application of its partial exemption for VAT.

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22. RESTRICTED FUNDS	At 31	In 2021				At 31
	December 2020	Income £	Expenditure £	Transfers £	Gains/ (losses) £	December 2021 £
Restoration of buildings						
Orchard House	41	-	-	-	-	41
Orchard House Phase II	40	-	-	(40)	-	-
Geoffs glasshouse	230	-	-	-	-	230
Wintergarden	-	500	-	(497)	-	3
Wintergarden stonework	589	-	-	(97)	-	492
Wintergarden safe access	10,000	-	-	(6,592)	-	3,408
Wintergarden rendering	3,278	-	-	-	-	3,278
Fallen Corner	4,451	5,043	-	(7,373)	-	2,121
J Conyers dressing room	(3)	-	-	3	-	-
Henriettas dressing door	2,887	-	-	(1,650)	-	1,237
Lady Conyer's hearth	-	813	-	(813)	-	-
Drawing room door	190	-	-	-	-	190
Stone stairs	(2,460)	3,738	-	(1,278)	-	-
Second floor flight two	-	38,463	-	(9,402)	-	29,061
Atrium lightwell	-	62,860	-	(38,053)	-	24,807
Lift	8,113	9,639	-	(4,129)	-	13,623
Brickwork cleaning tests	-	100	-	-	-	100
Mansion roof	(96)	-	-	96	-	-
Apartment	21	-	-	(21)	-	-
Mansion windows	199	-	-	(199)	-	-
Second floor windows	8,549	-	(6,278)	(2,271)	-	-
Dining room reveals	-	2,250	-	(2,250)	-	-
Entrance hall window	395	-	-	-	-	395
Lintels ground/second	-	625	-	(149)	-	476
Dining room shutter	-	2,375	-	-	-	2,375
Front porch	6,150	-	-	-	-	6,150
Kitchen lights	351	-	-	-	-	351
Gardens						
Walled garden	8,506	7,402	(6,925)	(353)	-	8,630
Roses in rose garden	-	700	(700)	-	-	-
Walled garden wall	1,750	-	(1,676)	(74)	-	-
Roses in white border	250	-	-	-	-	250
Walled garden gates	-	8,789	-	(130)	-	8,659
Long garden	1,200	-	-	-	-	1,200
Terraces	75	-	-	(75)	-	-
Yew tree hedges	272	-	-	-	-	272
Standing remain	571	-	-	*	-	571
Acquisition of artefacts						
Acquisitions	20,145	2,246	(440)	(166)	-	21,785
American Quest	1,996	-	-	-	-	1,996
Utilitarian acquisitions						
Garden bench	300	123	-	-	-	423
Bench in memory of Frances	-	930	(870)	-	-	60
Picnic benches	-	300	-	-	-	300
Dishwasher	1,167	-	-	-	-	1,167
Mowing team/ mower	598	2,080	(1,179)	-	-	1,499
Walled garden tools	-	188	-	-	-	188
Casters for table	-	69	(55)	-	-	14
Other purposes						
100 Club	2,413	2,780	(2,234)	-	-	2,959
Archaeology	4,103	15	-	-	-	4,118
Publishing	1,234	-	(75)	-	-	1,159
TOTAL RESTRICTED INCOME FUNDS	87,505	152,028	(20,432)	(75,513)	-	143,586
Expendable endowment fund	85,520	-	-	-	(3,524)	81,996
TOTAL RESTRICTED FUNDS	173,025	152,028	(20,432)	(75,513)	(3,524)	225,582

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22. RESTRICTED FUNDS - continued	At 31 December 2019	2020				At 31 December 2020
		Income	Expenditure	Transfers	Gains/ (losses)	
		£	£	£	£	£
Restoration of buildings						
Orchard House	41	-	-	-	-	41
Orchard House Phase II	18,705	-	(18,617)	(48)	-	40
Geoffs glasshouse	230	-	-	-	-	230
Wintergarden	-	2,770	-	(2,770)	-	-
Wintergarden stonework	-	2,200	-	(1,611)	-	589
Wintergarden safe access	-	10,000	-	-	-	10,000
Wintergarden rendering	3,278	-	-	-	-	3,278
Fallen Corner	892	11,005	-	(7,446)	-	4,451
J Conyers dressing room	-	-	-	(3)	-	(3)
Conyers bedroom hearth	-	1,813	-	(1,813)	-	-
Henriettas dressing door	-	3,125	(177)	(61)	-	2,887
Drawing room door	3,125	-	(2,556)	(379)	-	190
Stone stairs	-	2,938	-	(5,398)	-	(2,460)
Atrium lightwell	14,198	3,475	-	(17,673)	-	-
Lift	1,067	6,931	-	115	-	8,113
Mansion roof	-	-	-	(96)	-	(96)
Apartment	21	-	-	-	-	21
Mansion windows	199	-	-	-	-	199
Second floor windows	781	17,449	(6,113)	(3,568)	-	8,549
Dining room reveals	-	1,700	-	(1,700)	-	-
Entrance hall window	2,500	2,813	(4,541)	(377)	-	395
Entrance hall shutter	-	1,500	(1,728)	228	-	-
Entrance hall architrave	-	5,375	-	(5,375)	-	-
Front porch	-	6,250	-	(100)	-	6,150
Kitchen lights	351	-	-	-	-	351
Loggia	15,521	-	-	(15,521)	-	-
Gardens						
Walled garden	9,540	5,855	(5,844)	(1,045)	-	8,506
Walled garden wall	-	1,750	-	-	-	1,750
Roses in white border	-	250	-	-	-	250
Long garden	1,200	-	-	-	-	1,200
Terraces	282	-	(207)	-	-	75
Yew tree hedges	-	1,250	(853)	(125)	-	272
Standing remain	2,291	-	(1,720)	-	-	571
Acquisition of artefacts						
Acquisitions	18,452	1,952	(8)	(251)	-	20,145
American Quest	1,996	-	-	-	-	1,996
Utilitarian acquisitions						
Garden bench	-	300	-	-	-	300
Dishwasher	1,167	-	-	-	-	1,167
Mowing team/ mower	-	7,313	(142)	(6,573)	-	598
Other purposes						
100 Club	1,147	3,363	(2,097)	-	-	2,413
Archaeology	4,275	-	(172)	-	-	4,103
Publishing	1,234	-	-	-	-	1,234
Newsletters	-	750	(750)	-	-	-
TOTAL RESTRICTED INCOME FUNDS	102,493	102,127	(45,525)	(71,590)	-	87,505
Expendable endowment fund	130,760	-	-	-	(45,240)	85,520
TOTAL RESTRICTED FUNDS	233,253	102,127	(45,525)	(71,590)	(45,240)	173,025

OBJECTS

The objects of the Trust are, in summary, to conserve, restore and maintain Copped Hall, near Epping in Essex, and to use the site for educational, cultural and community purposes.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Trust was originally established as a trust and its governing document was a deed. In 1997 it was incorporated and became a charitable company limited by guarantee, registered with both Companies House and the Charity Commission.

The Governing Body of the Trust consists of a minimum of 3 members and, at the time of approving this report, consists of 6, normally referred to as the ‘Trustees’, who meet formally every six weeks or so. Whilst the Trust has no staff, it has three officers – the Chairman, the Hon Secretary and a Finance Manager. Authority is delegated to them through their role descriptions.

In January 2021 the Governing Body established two Committees – the Risk and Compliance Committee and the Planning, Fundraising and Communications Committee. It has since established Education and Health & Safety Committees. All Committees have agreed terms of reference.

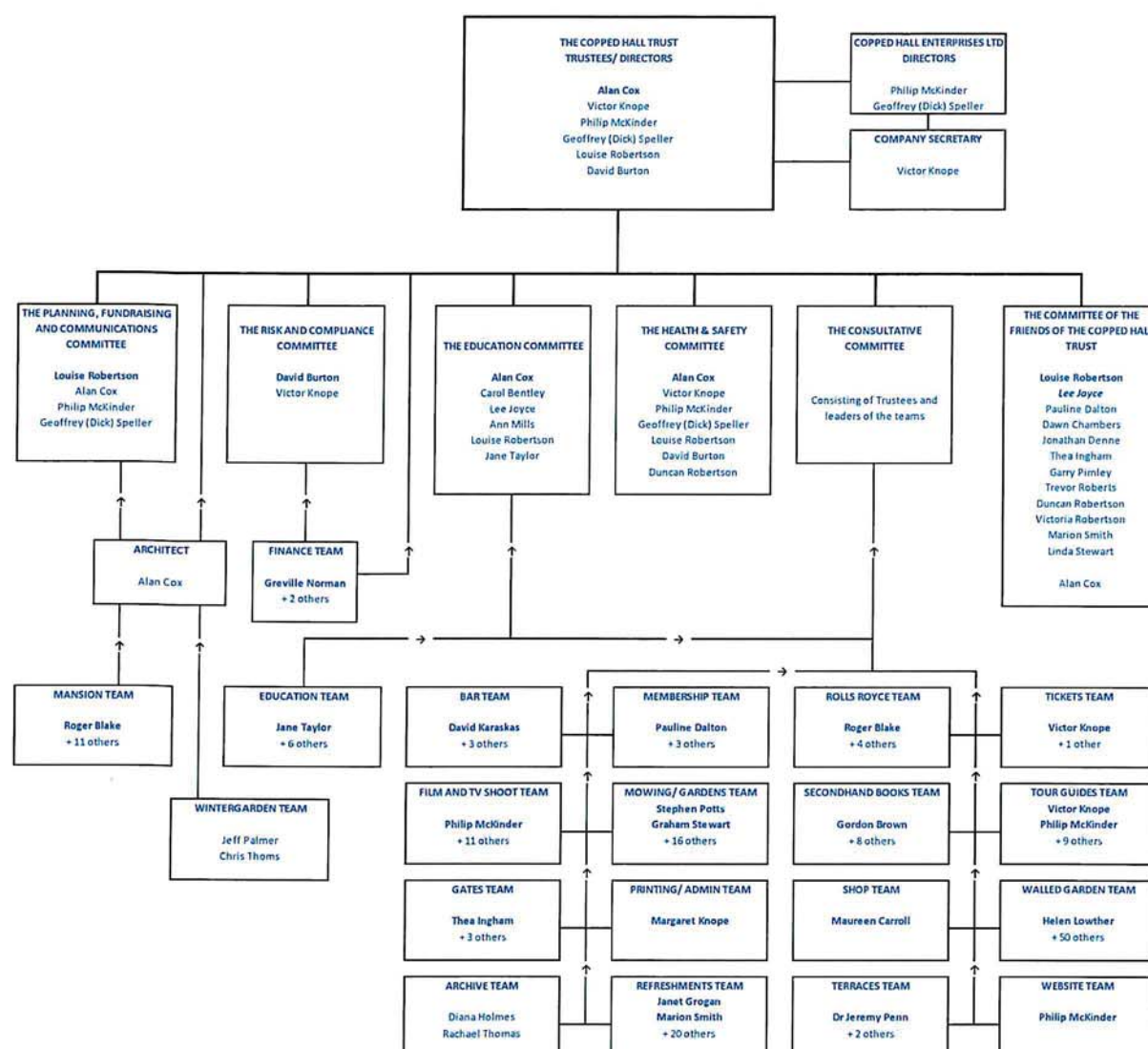
In normal circumstances team leaders meet with Trustees each month in a Consultative Committee to organise events and to discuss progress. The Friends of the Copped Hall Trust have a committee which concerns itself with the enlargement of Friends’ membership, the recruitment of volunteers and the well-being of Friends and particularly volunteers. That committee meets about five times a year.

The methods used to recruit and appoint new trustees are (a) from the considerable body of volunteers, who have relevant skills and have demonstrated their commitment to the project and (b) where such skills are not available within the volunteer community, to seek them from the wider community.

New Trustees are required to read selected guidance from the Charity Commission on their role and they receive a copy of the Trust’s governing documents and of the latest Annual Report and Accounts. They are briefed on the history, purpose and aims of the Trust by the Chair.

The Trust is obliged under its Governing Documents to take account of the reasonable views of the Corporation of London and the Conservators of Epping Forest in the use of Copped Hall. The Chair is a member of the Georgian Group, of the Friends of Epping Forest, Essex Gardens Trust and the Essex Heritage Trust. The Architect applies to the Epping Forest District Council for listed building consent for the restoration of the buildings.

The structure of the Trust’s governance and management is illustrated below –



There are 137 registered members of the volunteer community. Many are members of more than one team. Chairs and team leaders are denoted by bold type.

STATEMENT OF TRUSTEES’ RESPONSIBILITIES

The trustees (who are also the directors of The Copped Hall Trust for the purposes of company law) are responsible for preparing 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 those financial statements, the trustees are required to -

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping 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 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.

Disclosure of information to auditors

Each of the persons who are Trustee 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 auditors are 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 auditors are aware of that information.

AUDITORS

The auditors, Haslers, have indicated their willingness to continue in office. The designated Trustee will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by the Trustees on 11 August 2022 and signed on their behalf by:



Victor Kroppe
Hon Secretary

REFERENCE AND ADMINISTRATIVE DETAILS

PATRONS Jennifer Tolhurst, Lord Lieutenant of Essex
Lucinda Lambton

TRUSTEES	A M Cox	Chair		
	V I Knope	Hon Secretary		
	P McKinder			
	G R Speller			
	L Robertson			
	D Burton			
	Dr J W V Penn		Resigned 14/05/2022	Appointed 17/01/2021

COMPANY SECRETARY V I Knope

REGISTERED OFFICE Copped Hall
The Stables Courtyard
Epping
Essex
CM16 5HS

REGISTERED COMPANY NUMBER 03428819 (England and Wales)

REGISTERED CHARITY NUMBER 1065569

FINANCE MANAGER G J Norman

AUDITOR Haslers, Chartered Accountants
Old Station Rd, Loughton, IG10 4PL

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE COPPED HALL TRUST

Opinion

We have audited the financial statements of The Copped Hall Trust (the 'charitable company') for the year ended 31 December 2021 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 2021 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 Auditors' 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.

Other information

The other information comprises the information included in the Annual Report other than the financial statements and our Auditors' 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.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE COPPED HALL TRUST

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.

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 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 Auditors' 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:

Based on our understanding of the legal and regulatory frameworks that are applicable to the entity we have considered those that have a direct and indirect material impact on the financial statements and operations of the charity. These include but are not limited to the Charities Act 2011, Companies Act 2006, GDPR and tax legislation.

We obtained an understanding of how the charity are complying with those legal and regulatory frameworks by making inquiries to the management and trustees. We corroborated our inquiries through our review of documentation generated and assessing the extent of compliance with the relevant laws and regulations.

We discussed among the audit engagement team regarding the opportunities and incentives, including management override of controls, that may exist within the organisation for fraud and how and where fraud might occur in the financial statements.

As a result of performing the above, we identified the greatest potential for material misstatements due to fraud are in the following areas, and our specific procedures performed to address these are described below:

The risk of management override of controls is the area where the financial statements were most susceptible to material misstatement due to fraud. In addition, the key principal risks related to the existence of inappropriate journal entries to impact the surplus for the year and management bias in accounting estimates.

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF THE COPPED HALL TRUST

Procedures performed to address these were as follows:

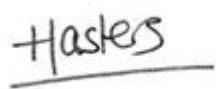
- Identifying and assessing the design effectiveness of controls management has in place to prevent and detect fraud, including known or suspected instances of non-compliance with laws and regulations, and fraud,
- Identifying and assessing the effectiveness of controls management has in place for the allocation of funds to and ensuring the funds are used for the charitable objectives,
- Understanding how those charged with governance considered and addressed the potential for override of controls or other inappropriate influence over the financial reporting process,
- Challenging assumptions and judgements made by management in its significant accounting estimates; and
- Identifying and testing journal entries, in particular any unusual journal entries posted around the year-end and journal entries posted by infrequent system users.
- Identifying and assessing how management document and discuss fraud, including known or suspected instances of non-compliance with laws and regulations, through a review of board meeting minutes.

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.

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. This description forms part of our Auditors' Report.

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 Auditors' 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.



Haslers

Chartered Accountants
Statutory Auditor
Old Station Road
Loughton
Essex
IG10 4PL

Date: 12 September 2022

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