

**AXMINSTER HERITAGE  
LIMITED**

**TRUSTEES' REPORT AND  
FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED  
28 FEBRUARY 2021**

**CHARITY NUMBER : 1113818**

**COMPANY NUMBER : 5365585**

**AXMINSTER HERITAGE LIMITED**  
**COMPANY NUMBER : 5365585**  
**CHARITY NUMBER : 1113818**

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**AXMINSTER HERITAGE LIMITED**  
**COMPANY NUMBER : 5365585**  
**CHARITY NUMBER : 1113818**

**LEGAL AND ADMINISTRATIVE INFORMATION**

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Charity Number 1113818

Company Registration Number 5365585

Company Registered Office Thomas Whitty House  
Silver Street  
Axminster  
Devon  
EX13 5AH

Trustees	Dr J D Church	Chairman
	Mr R L Hitchcock	Vice Chairman
	Mr K Barnard	
	Mr G Bridge	Resigned 16 August 2021
	Mr J J Dutfield	
	Cllr A T Moulding	
	Mr P R Percival	
	Mr J J S C Shaw	Resigned 16 October 2020
	Mr J Bolton	Resigned 16 August 2021
	Ms R Green	Resigned 16 August 2021
Mr G Kent		
Mr S Holt	Appointed 17 May 2021	

Company Secretary Mrs J Richardson

Accountants Thomas Westcott  
Timberly  
South Street  
Axminster  
Devon  
EX13 5AD

**AXMINSTER HERITAGE LIMITED**  
**COMPANY NUMBER : 5365585**  
**CHARITY NUMBER : 1113818**

**REPORT OF THE TRUSTEES (incorporating the directors' report)**  
**FOR THE YEAR ENDED 28 FEBRUARY 2021**

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The trustees present their report and the financial statements for the year ended 28 February 2021. The trustees, who are also directors for the purposes of company law and who served during the year and up to the date of this report, are set out on page 1.

**Structure, management and governance**

Axminster Heritage Limited is a company limited by guarantee governed by its Memorandum and Articles of Association. It is a registered charity (registration number 1113818).

The directors of the charitable company and throughout this report are collectively referred to as trustees, have the power to co-opt further directors to serve as trustees during the accounting year. Such appointment(s) are subsequently ratified by the members at the Annual General Meeting.

**Public benefit**

The trustees of Axminster Heritage Limited consider that the charity has complied fully with its duty in section 17 of the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission.

**Objectives and activities**

The objective of the charity is the provision of a community building and museum of national importance in Axminster.

The company commenced its activity on 7 September 2006 following the gaining of charitable status.

**Achievements and performance**

For most of the year under review, the Company operated under Covid-19 restrictions. The Heritage Centre, its galleries, shop and tourist information areas and other associated events and activities were only permitted to be open to visitors or to take place for four months of the year and then under Covid-19 restrictions. Visitor numbers and the income they normally would generate were therefore badly affected. However, grants from government during this period offset this shortfall and the ongoing costs of maintaining Thomas Whitty House. The Centre is run by volunteers under the Centre Manager. The offices on the first and second floors continue to be fully let.

**Reserves policy**

The Trustees have considered the scale, complexity and risk to Axminster Heritage Centre. Considering the Heritage Centre's high level of self-generated income, it has decided that the company should aim to hold unrestricted current assets reserves of an amount, allowing it to operate without income for up to one year.

**Financial review**

The charity received total income of £95,079 (2020: £137,135) during the year, of which £34,034 (2020: £94,066) was restricted income. Expenditure for the year totalled £130,828 (2020: £130,625), of which £84,995 (2020: £97,320) was restricted, resulting in a deficit of £35,749 (2020 surplus £6,510) for the year.

At the year-end the charity held £1,177,245 in reserves, of which £91,152 was held in general reserve and £1,086,093 in the restricted reserve.

**AXMINSTER HERITAGE LIMITED**  
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**REPORT OF THE TRUSTEES (incorporating the directors' report)**  
**FOR THE YEAR ENDED 28 FEBRUARY 2021**

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**Risk management**

Risk is minimised by prudent annual budgeting based on an assessment of likely income, audience development and marketing opportunities. Partnership working and ongoing dialogue with funders and supporters is also essential to ensuring the work of the Heritage Centre is recognised and continues to attract support. A Risk Register is also maintained and reviewed by trustees when appropriate.

**Statement of trustees' responsibilities in relation to the financial statements**

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- ◇ select suitable accounting policies and then apply them consistently;
- ◇ observe the methods and principles in the Charities SORP;
- ◇ make judgements and estimates that are reasonable and prudent;
- ◇ state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- ◇ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which 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.

Small company provisions - this report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

.....  
**Dr J D Church - Chairman**

.....  
**Mr P R Percival - Trustee**

**Dated**

.....

**AXMINSTER HERITAGE LIMITED**  
**COMPANY NUMBER : 5365585**  
**CHARITY NUMBER : 1113818**

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF AXMINSTER HERITAGE LIMITED**

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**Independent examiner's report to the trustees of the Axminster Heritage Limited**

I report to the charity trustees on my examination of the accounts of the company for the year ended 28 February 2021, which are set out on pages 1 to 13.

**Responsibilities and basis of report**

As the charity's trustees of the company (and also its directors for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 (the '2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

**Independent examiner's report**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

- (1) accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- (2) the accounts do not accord with those accounting records; or
- (3) the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.
- (4) the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....  
**Ian McMurtry FCA**  
**Independent Examiner**  
**Thomas Westcott**  
**Chartered Accountants**  
**Timberly**  
**South Street**  
**Axminster, Devon**

.....  
**Dated**

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 28 FEBRUARY 2021

		Un- restricted funds £	Restricted funds £	Total funds 2021 £	Total funds 2020 £
<b>Income and endowments from:</b>					
Donations and legacies	3	43,699	25,693	69,392	47,375
Charitable activities	4	3,363	8,341	11,704	73,035
Investments	5	<u>13,983</u>	<u>-</u>	<u>13,983</u>	<u>16,725</u>
Total		<u>61,045</u>	<u>34,034</u>	<u>95,079</u>	<u>137,135</u>
<b>Expenditure on:</b>					
Raising funds		3,786	-	3,786	9,746
Charitable activities		<u>42,047</u>	<u>84,995</u>	<u>127,042</u>	<u>120,879</u>
Total	6	<u>45,833</u>	<u>84,995</u>	<u>130,828</u>	<u>130,625</u>
<b>Net movement in funds</b>		15,212	(50,961)	(35,749)	6,510
<b>Transfer of funds</b>		-	-	-	-
<b>Reconciliation of funds</b>					
Total funds brought forward		<u>75,940</u>	<u>1,137,054</u>	<u>1,212,994</u>	<u>1,206,484</u>
<b>Total funds carried forward</b>	7	<u>91,152</u>	<u>1,086,093</u>	<u>1,177,245</u>	<u>1,212,994</u>

The statement of financial activities includes all gains and losses recognised in the year.  
All incoming resources and resources expended derive from continuing activities.

The notes on pages 9 to 13 form part of these accounts

**BALANCE SHEET**  
**AS AT 28 FEBRUARY 2021**

	Notes	2021 £	2020 £
<b>Fixed Assets</b>			
Freehold Property	12 & 13	897,992	925,274
Fixtures, Fittings & Equipment	12	175,997	203,788
Website	12	1,404	2,556
		<u>1,075,393</u>	<u>1,131,618</u>
<b>Current Assets</b>			
Stock		1,000	1,050
Debtors		3,057	1,773
Bank		30,295	12,666
Investment Account		70,000	68,813
		<u>104,352</u>	<u>84,302</u>
<b>Current Liabilities</b>			
Less amounts falling due within one year		<u>2,500</u>	<u>2,926</u>
		<u>2,500</u>	<u>2,926</u>
<b>Net Assets</b>		<u>1,177,245</u>	<u>1,212,994</u>
<b>The Funds of the Charity</b>			
<b>Reserves</b>			
General		91,152	75,940
Restricted		<u>1,086,093</u>	<u>1,137,054</u>
<b>Total Charity Funds</b>	11	<u>1,177,245</u>	<u>1,212,994</u>

The notes on pages 9 to 13 form part of these accounts



**AXMINSTER HERITAGE LIMITED**  
**COMPANY NUMBER : 5365585**  
**CHARITY NUMBER : 1113818**

**BALANCE SHEET (continued)**  
**AS AT 28 FEBRUARY 2021**

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In approving these financial statements as trustees for the Company, we hereby confirm:

- (a) that for the year stated above 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 of the Companies Act 2006 requesting that an audit be conducted for the year ended 28 February 2021.
- (c) that we acknowledge our responsibilities for:
  - (1) ensuring that the Company keeps proper accounting records which comply with Section 386 of the Companies Act 2006; and
  - (2) preparing financial statements 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 profit or loss for the year then ended in accordance with the requirements of Section 394 and 395 of the Companies Act 2006, and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the Company.

The accounts have been prepared in accordance with the special provisions applicable to small companies subject to the small companies' regime and in accordance with FRS102 'The Financial Reporting Standards applicable in the UK and the Republic of Ireland'.

These accounts were approved by the Board on ..... and signed on its behalf by:

.....  
**Dr J D Church - Chairman**

.....  
**Mr P R Percival - Trustee**

The notes on pages 9 to 13 form part of these accounts

**AXMINSTER HERITAGE LIMITED****COMPANY NUMBER : 5365585****CHARITY NUMBER : 1113818****STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 28 FEBRUARY 2021**

	<b>2021 £</b>	<b>2020 £</b>
<b>Cash flows from operating activities:</b>		
Net income/(expenditure) for the reporting period	(35,749)	6,510
Adjustments for:		
Depreciation of tangible assets	65,328	64,964
Other interest receivable and similar income	(305)	(237)
Rent received	(13,678)	(16,488)
<b>Changes in:</b>		
(Increase)/decrease in trade and other debtors	(1,284)	(1,333)
Increase/(decrease) in trade and other creditors	(426)	2,926
(Increase)/decrease in inventory	50	(1,050)
Cash generated from operations	<u>13,936</u>	<u>55,292</u>
<b>Cash flows from investing activities:</b>		
Purchase of tangible assets	(9,103)	(59,991)
Interest Received	305	237
Rent received	<u>13,678</u>	<u>16,488</u>
Net cash used in investing activities	<u>4,880</u>	<u>(43,266)</u>
<b>Cash flows from financing activities:</b>		
Proceeds from borrowings	<u>-</u>	<u>-</u>
Net cash (used in)/from financing activities	<u>-</u>	<u>-</u>
Net increase/(decrease) in cash and cash equivalents	18,816	12,026
Cash and cash equivalents at beginning of period	<u>81,479</u>	<u>69,453</u>
Cash and cash equivalents at end of period	<u>100,295</u>	<u>81,479</u>

The notes on pages 9 to 13 form part of these accounts

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 28 FEBRUARY 2021**

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**1 Accounting policies**

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and the preceding year.

**1.1 Basis of preparation**

The financial statements are prepared under the historical cost convention. The financial statements have been prepared in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102), the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to Charities preparing their account in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) (the 'SORP'), the Charities Act 2006.

The trustees have confidence that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the charity continues to adopt the going concern basis in preparing the financial statements. The financial statements are prepared in sterling, which is the functional currency of the charity.

**1.2 Income and endowments**

Income included donations, gifts and legacies and grants that provide core funding or are of general nature are recognised where there is entitlement, certainty of receipt and the amount can be quantified with reasonable accuracy.

Investment income is recognised on a receivables basis.

**1.3 Fund accounting**

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specific purpose and which the charity may use in the pursuance of its objects at its discretion.

Designated funds are unrestricted funds earmarked by the Trustees for particular purposes.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

**1.4 Expenditure**

All expenditure is accounted for on an accruals basis. Expenditure includes any VAT that cannot be fully recovered and is reported as part of the expenditure to which it relates.

Raising funds comprise of the costs associated with attracting voluntary income.

**1.5 Tangible fixed assets and depreciation**

A charge is made for depreciation of building renovation costs, fixtures and fittings and website written off over their expected useful lives on a straight line basis as follows:

Building Renovations	4%
Fixtures and Fittings	10%
Website	20%

**NOTES TO THE ACCOUNTS (Continued)**  
**FOR THE YEAR ENDED 28 FEBRUARY 2021**

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**1.6 Going concern**

The financial statements have been drawn up under the going concern basis which assumes the continued support of the company's directors. The directors are of the opinion that this support will continue for the foreseeable future and as such the going concern basis is appropriate.

**1.7 Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Accounting estimates and assumptions are made concerning the future, and by their nature, will rarely equal the related actual outcome.

**1.8 Cash and cash equivalents**

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

**1.9 Financial instruments**

A financial asset or a financial liability is recognised only when the company becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the transaction price, unless the arrangement constitutes a financing transaction, where is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Debt instruments are subsequently measured at amortised cost.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised in profit or loss immediately.

**2 Status of the charity**

The charity is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is £10.

NOTES TO THE ACCOUNTS (Continued)  
FOR THE YEAR ENDED 28 FEBRUARY 2021

3 Donations and legacies	2021			2020		
	Total £	Restricted £	Unrestricted £	Total £	Restricted £	Unrestricted £
Grants and donations	67,984	25,693	42,291	44,555	44,472	83
Membership fees	1,408	-	1,408	2,820	-	2,820
	<u>69,392</u>	<u>25,693</u>	<u>43,699</u>	<u>47,375</u>	<u>44,472</u>	<u>2,903</u>

4 Income from charitable activities	2021			2020		
	Total £	Restricted £	Unrestricted £	Total £	Restricted £	Unrestricted £
Events	413	-	413	11,822	-	11,822
Visitor income	971	-	971	5,123	-	5,123
Gift aid tax rebate	-	-	-	915	-	915
Merchandise	1,979	-	1,979	2,547	-	2,547
Tax relief	8,341	8,341	-	49,594	49,594	-
Other activities	-	-	-	3,034	-	3,034
	<u>11,704</u>	<u>8,341</u>	<u>3,363</u>	<u>73,035</u>	<u>49,594</u>	<u>23,441</u>

5 Investment income	2021 £	2020 £
Interest received	305	237
Rent received	<u>13,678</u>	<u>16,488</u>
	<u>13,983</u>	<u>16,725</u>

6 Analysis of charitable expenditure					
	Raising Funds £	Property Costs £	General Expenses £	2021 £	2020 £
<b>Unrestricted charitable activities and raising funds</b>					
Compliance costs	-	-	1,538	1,538	2,234
Insurance	-	3,085	2,353	5,438	5,109
Printing, postage and stationery	144	-	336	480	1,105
Marketing and promotional material	2,395	-	-	2,395	705
Merchandise for resale	1,101	-	-	1,101	1,525
Event running costs	146	-	-	146	6,101
Training and volunteer expenses	-	-	1,403	1,403	473
Museum and collection costs	-	-	519	519	-
Property running costs	-	31,342	-	31,342	13,016
Other expenses	-	-	1,471	1,471	3,037
	<u>3,786</u>	<u>34,427</u>	<u>7,620</u>	<u>45,833</u>	<u>33,305</u>

Restricted charitable activities and raising funds	Raising Funds £	Property Costs £	General Expenses £	2021 £	2020 £
Professional fees	-	2,319	-	2,319	8,146
Staffing	-	-	15,057	15,057	17,216
Marketing and promotional materials	-	-	2,291	2,291	4,726
Event Running Costs	-	-	-	-	1,350
Printing, postage and stationery	-	-	-	-	600
Other Expenses	-	-	-	-	318
Building renovation depreciation	-	36,385	-	36,385	36,021
Fixtures, fittings depreciation	-	-	27,791	27,791	27,791
Website depreciation	-	-	1,152	1,152	1,152
	<u>-</u>	<u>38,704</u>	<u>46,291</u>	<u>84,995</u>	<u>97,320</u>

**NOTES TO THE ACCOUNTS (Continued)**  
**FOR THE YEAR ENDED 28 FEBRUARY 2021**

**7 Independent examination fees**

	2021	2020
Fees payable to the independent examiner for:		
Independent examination of the financial statements	<u>525</u>	<u>500</u>

**8 Staff costs**

The average headcount of employees during the year was 1 (2020: 1).

No employee received employee benefits of more than £60,000 during the year (2020: Nil).

**9 Trustee remuneration and expenses**

No trustee received any remuneration or benefit during the year (2020: Nil).

No trustee expenses were paid during the year (2020: Nil).

**10 Related party transactions**

During the year there were no related party transactions (2020: Nil).

**11 Analysis of charitable funds**

	Funds as at 01/03/2020 £	Income £	Expenditure £	Transfers £	Funds as at 28/02/2021
Unrestricted funds	75,940	61,045	45,833	-	91,152
Restricted funds	<u>1,137,054</u>	<u>34,034</u>	<u>84,995</u>	<u>-</u>	<u>1,086,093</u>
	<u>1,212,994</u>	<u>95,079</u>	<u>130,828</u>	<u>-</u>	<u>1,177,245</u>

The restricted reserve is specifically provided for the acquisition and refurbishment and fitting out of the building and associated matters.

**12 Fixed assets**

The freehold property is shown at its cost.

It is subject to restrictions of use and sale and is subject to a legal charges in favour of Devon County Council and the National Heritage Memorial Fund.

	Cost 01/03/2020 £	Additions in Year £	Cost 28/02/2021 £	Deprec- iation 01/03/2020 £	Charge in Year £	Deprec- iation 28/02/2021 £	WDV 28/02/2021 £
Freehold building	200,000	-	200,000	-	-	-	200,000
Building renovation works	900,523	9,103	909,626	175,249	36,385	211,634	697,992
Fixtures and fittings	277,910	-	277,910	74,122	27,791	101,913	175,997
Website	5,760	-	5,760	3,204	1,152	4,356	1,404
	<u>1,384,193</u>	<u>9,103</u>	<u>1,393,296</u>	<u>252,575</u>	<u>65,328</u>	<u>317,903</u>	<u>1,075,393</u>