

Charity Registration No. 1126553

Company Registration No. 06488972 (England and Wales)

THE WHITSTABLE CASTLE TRUST
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021
PAGES FOR FILING WITH REGISTRAR

THE WHITSTABLE CASTLE TRUST

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	Mrs J H Harrison Mrs L M Annable Ms G Glover Cllr Mr J C L Williams Mr G A Wilson MBE Mr R E Seijo Mrs J P Law
Charity number	1126553
Company number	06488972
Independent examiner	MMP Limited 18/20 Canterbury Road Whitstable Kent CT5 4EY

THE WHITSTABLE CASTLE TRUST

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THE WHITSTABLE CASTLE TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 MARCH 2021

The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "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 2019)".

Objectives and activities

The charity is a charitable company limited by guarantee. It is governed by a memorandum and articles of association. Its objects are:

- to promote for the benefit of the public the renovation and preservation of Whitstable Castle and its grounds as a building of special architectural and historical interest.
- to advance the education of the public in the historical and architectural value of the castle and in its renovation and preservation.
- to promote for the benefit of the inhabitants of Whitstable and visitors to Whitstable and the surrounding areas, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and local authorities, voluntary and other organisation in a common effort to advance education and to provide facilities in the interest of social welfare for recreation and leisure-time occupation with the object of improving the conditions of life for the said inhabitants.

The trustees do not foresee any material change in the activities of the company.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

Achievements and performance

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The trustees has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Mrs J H Harrison

Mrs L M Annable

Mr D A Sudworth

(Resigned 3 September 2020)

Ms G Glover Cllr

Mr J C L Williams

Mr G A Wilson MBE

Mr R E Seijo

Mr N S Baker

(Resigned 3 November 2020)

THE WHITSTABLE CASTLE TRUST

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

Mrs J P Law

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute £1 in the event of a winding up.

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

The trustees' report was approved by the Board of Trustees.

Mr G A Wilson MBE

Trustee

Dated: 31 July 2021

THE WHITSTABLE CASTLE TRUST

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF THE WHITSTABLE CASTLE TRUST

I report to the trustees on my examination of the financial statements of The Whitstable Castle Trust (the charity) for the year ended 31 March 2021.

Responsibilities and basis of report

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

Having satisfied myself that the financial statements of the charity 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 the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charity's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of , which is one of the listed bodies.

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 that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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; or
- 4 the financial statements 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 financial statements to be reached.

Claire Dean FCCA
MMP Limited
Chartered Certified Accountants
18/20 Canterbury Road
Whitstable
Kent
CT5 4EY

Dated: 31 July 2021

THE WHITSTABLE CASTLE TRUST

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
Income from:							
Donations and legacies	4	4,210	-	4,210	10,790	-	10,790
Charitable activities	3	364,554	35,350	399,904	564,963	38,000	602,963
Other trading activities	5	4,215	-	4,215	27,211	-	27,211
Investments	6	27	-	27	94	-	94
Total income		373,006	35,350	408,356	603,058	38,000	641,058
Expenditure on:							
Charitable activities	7	356,789	35,350	392,139	620,641	38,000	658,641
Net Income/(expenditure) for the year/							
Net movement in funds		16,217	-	16,217	(17,583)	-	(17,583)
Fund balances at 1 April 2020		(25,126)	-	(25,126)	(7,543)	-	(7,543)
Fund balances at 31 March 2021		(8,909)	-	(8,909)	(25,126)	-	(25,126)

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

THE WHITSTABLE CASTLE TRUST

BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
Fixed assets					
Tangible assets	11		6,583		8,702
Current assets					
Stocks	12	5,996		8,365	
Debtors	13	38,007		7,429	
Cash at bank and in hand		80,726		69,323	
		<u>124,729</u>		<u>85,117</u>	
Creditors: amounts falling due within one year	14	<u>(140,221)</u>		<u>(118,945)</u>	
Net current liabilities			(15,492)		(33,828)
Total assets less current liabilities			<u>(8,909)</u>		<u>(25,126)</u>
Income funds					
Unrestricted funds - general			(8,909)		(25,126)
			<u>(8,909)</u>		<u>(25,126)</u>

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2021.

The directors acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for 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 incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements were approved by the Trustees on 31 July 2021

Mr G A Wilson MBE
Trustee

Company Registration No. 06488972

THE WHITSTABLE CASTLE TRUST

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "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 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

Endowment funds are subject to specific conditions by donors that the capital must be maintained by the charity.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

1.5 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.

THE WHITSTABLE CASTLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

1 Accounting policies (Continued)

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Plant and equipment	20% on cost
Computers	20% on cost

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.8 Stocks

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

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Taxation

The charity is exempt from corporation tax on its charitable activities.

1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

1.12 Leases

Rentals payable under operating leases, including any lease incentives received, are charged as an expense on a straight line basis over the term of the relevant lease.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

THE WHITSTABLE CASTLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

3 Charitable activities

	Trading	Grounds upkeep and maintenance	Total 2021	Total 2020
	2021 £	2021 £	£	£
Catering	133,632	-	133,632	319,729
Venue hire and hospitality	11,834	-	11,834	187,970
Tea gardens	32,414	-	32,414	33,164
Local authority grants	30,794	35,350	157,727	38,000
CJRS grants	122,377	-	122,377	-
Eat Out Grants	9,003	-	9,003	-
Charitable rental income	24,500	-	24,500	24,100
	364,554	35,350	399,904	602,963
	=====	=====	=====	=====
Analysis by fund				
Unrestricted funds - general	364,554	-	364,554	564,963
Restricted funds	-	35,350	35,350	38,000
	364,554	35,350	399,904	602,963
	=====	=====	=====	=====
For the year ended 31 March 2020				
Unrestricted funds - general	564,963	-	-	564,963
Restricted funds	-	38,000	-	38,000
	564,963	38,000	-	602,963
	=====	=====	=====	=====

THE WHITSTABLE CASTLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

3 Charitable activities

(Continued)

THE WHITSTABLE CASTLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

4 Donations and legacies

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Donations and gifts	1,776	3,048
Membership fees	97	168
Tips and gratuities	2,337	7,574
	=====	=====

5 Other trading activities

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Fundraising events	4,215	27,211
	=====	=====

6 Investments

	Unrestricted funds general 2021 £	Unrestricted funds general 2020 £
Interest receivable	27	94
	=====	=====

THE WHITSTABLE CASTLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

7 Charitable activities

	Trading	Castle upkeep and administration	Grounds upkeep and maintenance	Total 2021	Total 2020
	2021	2021	2021		
	£	£	£	£	£
Depreciation and impairment	1,870	248	-	2,118	1,226
Staff costs	167,897	69,972	19,555	257,424	375,276
Catering supplies and equipment	54,232	-	-	54,232	139,807
Wedding and event costs	1,692	-	-	1,692	21,606
Laundry	480	-	-	480	4,041
Rates and water	-	1,903	-	1,903	6,491
Insurance	-	13,405	-	13,405	11,864
Light and heat	-	10,791	-	10,791	18,466
Telephone	-	3,310	-	3,310	3,983
Printing, postage, stationery and advertising	-	3,417	-	3,417	4,097
Sundries	-	47	-	47	1,853
Castle and gate house expenses	-	11,151	11,185	22,336	35,051
Computer supplies	-	3,635	-	3,635	4,060
Maintenance	-	3,731	4,610	8,341	19,384
	<u>226,171</u>	<u>121,610</u>	<u>35,350</u>	<u>383,131</u>	<u>647,205</u>
Share of support costs (see note 8)	1,995	1,029	193	3,217	6,292
Share of governance costs (see note 8)	3,591	1,853	347	5,791	5,144
	<u>231,757</u>	<u>124,492</u>	<u>35,890</u>	<u>392,139</u>	<u>658,641</u>
Analysis by fund					
Unrestricted funds - general	231,757	124,492	540	356,789	620,641
Restricted funds	-	-	35,350	35,350	38,000
	<u>231,757</u>	<u>124,492</u>	<u>35,890</u>	<u>392,139</u>	<u>658,641</u>
For the year ended 31 March 2020					
Unrestricted funds - general	411,439	208,531	671		620,641
Restricted funds	-	-	38,000		38,000
	<u>411,439</u>	<u>208,531</u>	<u>38,671</u>		<u>658,641</u>

THE WHITSTABLE CASTLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

8 Support costs

	Support costs	Governance costs	2021	Support costs	Governance costs	2020
	£	£	£	£	£	£
Bank charges	2,185	-	2,185	5,122	-	5,122
Payroll costs	1,032	-	1,032	1,170	-	1,170
Legal fees and professional fees	-	3,591	3,591	-	3,056	3,056
Accountancy	-	2,200	2,200	-	2,088	2,088
	<u>3,217</u>	<u>5,791</u>	<u>9,008</u>	<u>6,292</u>	<u>5,144</u>	<u>11,436</u>
Analysed between Charitable activities	<u>3,217</u>	<u>5,791</u>	<u>9,008</u>	<u>6,292</u>	<u>5,144</u>	<u>11,436</u>

9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

10 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	<u>18</u>	<u>25</u>
Employment costs	2021 £	2020 £
Wages and salaries	244,920	350,656
Social security costs	8,769	19,447
Other pension costs	3,735	5,173
	<u>257,424</u>	<u>375,276</u>

THE WHITSTABLE CASTLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

11 Tangible fixed assets

	Plant and equipment	Computers	Total
	£	£	£
Cost			
At 1 April 2020	9,353	-	9,353
Additions	-	1,239	1,239
	<u>9,353</u>	<u>1,239</u>	<u>10,592</u>
At 31 March 2021	9,353	1,239	10,592
Depreciation and impairment			
At 1 April 2020	1,743	148	1,891
Depreciation charged in the year	1,870	248	2,118
	<u>3,613</u>	<u>396</u>	<u>4,009</u>
At 31 March 2021	3,613	396	4,009
Carrying amount			
At 31 March 2021	5,740	843	6,583
	<u>5,740</u>	<u>843</u>	<u>6,583</u>
At 31 March 2020	7,611	1,091	8,702
	<u>7,611</u>	<u>1,091</u>	<u>8,702</u>

12 Stocks

	2021	2020
	£	£
Stocks	5,996	8,365
	<u>5,996</u>	<u>8,365</u>

13 Debtors

	2021	2020
	£	£
Amounts falling due within one year:		
Trade debtors	31,854	1,172
Other debtors	1,420	-
Prepayments and accrued income	4,733	6,257
	<u>38,007</u>	<u>7,429</u>

THE WHITSTABLE CASTLE TRUST

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

14 Creditors: amounts falling due within one year

	2021	2020
	£	£
Other taxation and social security	1,634	16,846
Trade creditors	37,536	59,585
Other creditors	30,641	27,598
Accruals and deferred income	70,410	14,916
	<hr/>	<hr/>
	140,221	118,945
	<hr/>	<hr/>

15 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.