

**Report of the Trustees and**  
**Unaudited Financial Statements for the Year Ended 31 December 2021**  
**for**  
**The Jordan Trust**

George Hay Partnership LLP  
Chartered Accountants  
Brigham House  
High Street  
Biggleswade  
Bedfordshire  
SG18 0LD

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for the Year Ended 31 December 2021**

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**Report of the Trustees  
for the Year Ended 31 December 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of 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**

**Objectives and aims**

The charitable company's objectives are:-

- (a) To promote the conservation of Holme Mills Biggleswade, Bedfordshire, and its environs with a view to increasing public knowledge and awareness thereof.
- (b) To advance knowledge and educate the public in the understanding, appreciation and enjoyment of milling and its associated cultural and natural environment.
- (c) To establish and carry on and maintain an educational and interpretive facility at Holme Mills, Biggleswade, focussed on grain milling and its cultural and environmental setting including farming the natural environment gardens and other habitats including all types of animals and plants therein.
- (d) To afford the general public and interested groups of persons access to Holme Mills.

**Public benefit**

The Trustees continue to develop the Jordans Mill tour experience for visitors to make the most of the Holme Mills site.

Self guided as well as pre-arranged Mill tours are available and cover the process of flour milling, the benefits of wholegrains as well as a background to 1000 years of milling in the Ivel Valley.

Garden tours led by the Head Gardener cover farming, including market gardening, as well as food production in Bedfordshire.

For younger visitors and their families there are a regular series of outside trails which are based in the outlying meadow and which encourage activity and fun.

The Trustees continue to work on improving the gardens and meadow and on interpreting local food stories and food history encapsulated in our slogan "Keeping our food heritage alive"

The Trustees have had due regard to guidance published by the Charity Commission on public benefit. The Trustees confirm that they have referred to the guidance when reviewing the Charity's aims and objectives.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

The mill visitor experience benefits from a variety of enhancements to the site and also from exhibitions and events run periodically alongside normal activities.

**FINANCIAL REVIEW**

**Financial review and principal funding sources**

Income is derived from mill shop sales, mill admissions and Charity events, plus a contribution from Holme Mills Heritage Centre Limited towards the costs of the gardens and meadow upkeep.

The Covid-19 pandemic and restrictions during the year continued to cause significant downturn in visitor numbers and income to the charity, giving rise to the net deficit reported for the year.

Total income amounted to £171,359 from which had to be deducted expenditure amounting to £205,504 leaving a net deficit of £34,145. This has been included in the unrestricted funds carried forward at the financial year end of £1,326,482.

The trustees are satisfied that the Charity's assets are available and adequate to fulfil its obligations.

**Reserves policy**

At the year end the trusts unrestricted reserves, excluding fixed assets, are £180,363. These reserves are held to meet the charitable company's objectives as detailed above.

**Report of the Trustees  
for the Year Ended 31 December 2021**

**FUTURE PLANS**

Considerations for further development of the site and its activities are being investigated having regard to the charity's objectives.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document & constitution**

The Charitable Company is registered as a charitable company limited by guarantee, and was set up by a Memorandum of Association.

The Charitable Company is constituted under a Memorandum of Association and is a registered charity, number: 1131148.

The principal objective of the Charitable Company is to preserve the heritage of Holme Mills, Biggleswade, and its environs.

**Recruitment and appointment of new trustees**

The management of the Charitable Company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

**Organisational structure**

Mr R D Jordan has been delegated with the day-to-day management of the Trust.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

06749627 (England and Wales)

**Registered Charity number**

1131148

**Registered office**

Holme Mills  
Langford Rd  
Biggleswade  
Bedfordshire  
SG18 9JX

**Trustees**

W J Jordan Miller  
R D Jordan Company Director  
W B Kendall Director

**Independent Examiner**

George Hay Partnership LLP  
Chartered Accountants  
Brigham House  
High Street  
Biggleswade  
Bedfordshire  
SG18 0LD

This report has been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

Approved by order of the board of trustees on 14 September 2022 and signed on its behalf by:

W J Jordan - Trustee

**Independent Examiner's Report to the Trustees of  
The Jordan Trust**

**Independent examiner's report to the trustees of The Jordan Trust ('the Company')**

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 December 2021.

**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 statement**

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 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; or
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.

R C Dilley FCA FCCA  
George Hay Partnership LLP  
Chartered Accountants  
Brigham House  
High Street  
Biggleswade  
Bedfordshire  
SG18 0LD

15 September 2022

**Statement of Financial Activities  
for the Year Ended 31 December 2021**

	Notes	2021 Unrestricted fund £	2020 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies		1,243	185
<b>Charitable activities</b>			
Heritage preservation		17,215	29,576
Other trading activities	2	152,901	95,933
Other income		-	2,770
<b>Total</b>		<u>171,359</u>	<u>128,464</u>
<b>EXPENDITURE ON</b>			
Raising funds		109,895	81,872
<b>Charitable activities</b>			
Heritage preservation		95,609	108,324
<b>Total</b>		<u>205,504</u>	<u>190,196</u>
<b>NET INCOME/(EXPENDITURE)</b>		(34,145)	(61,732)
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward		1,360,627	1,422,359
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>1,326,482</u></u>	<u><u>1,360,627</u></u>

**Balance Sheet**  
**31 December 2021**

	Notes	2021 Unrestricted fund £	2020 Total funds £
<b>FIXED ASSETS</b>			
Tangible assets	6	21,119	28,158
Heritage assets	7	1,125,000	1,125,000
		<hr/>	<hr/>
		1,146,119	1,153,158
 <b>CURRENT ASSETS</b>			
Stocks	8	10,820	11,875
Debtors	9	5,648	4,973
Cash at bank and in hand		179,142	221,924
		<hr/>	<hr/>
		195,610	238,772
 <b>CREDITORS</b>			
Amounts falling due within one year	10	(15,247)	(31,303)
		<hr/>	<hr/>
<b>NET CURRENT ASSETS</b>		180,363	207,469
		<hr/>	<hr/>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		1,326,482	1,360,627
		<hr/>	<hr/>
<b>NET ASSETS</b>		1,326,482	1,360,627
		<hr/>	<hr/>
<b>FUNDS</b>	11		
Unrestricted funds		1,326,482	1,360,627
		<hr/>	<hr/>
<b>TOTAL FUNDS</b>		1,326,482	1,360,627
		<hr/>	<hr/>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 December 2021.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 December 2021 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each 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 charitable company.

**Balance Sheet - continued**  
**31 December 2021**

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

The financial statements were approved by the Board of Trustees and authorised for issue on 14 September 2022 and were signed on its behalf by:

W J Jordan - Trustee

**Notes to the Financial Statements  
for the Year Ended 31 December 2021**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

The presentation currency of the financial statements is the Pound Sterling (£).

**Legal status of the charity**

The Charity is incorporated as a Charitable Company, limited by guarantee. Further details are noted within the Report of the Trustees on page 2 of these accounts.

**Financial reporting standard 102 - reduced disclosure exemptions**

The charitable company has taken advantage of the following disclosure exemptions in preparing these financial statements, as permitted by FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland':

- the requirements of Section 7 Statement of Cash Flows;
- the requirement of paragraph 3.17(d);
- the requirement of paragraph 33.7.

**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.

Sale of goods

Turnover from mill shop sales is recognised when significant risks and rewards of ownership of the goods have transferred to the buyer, the amount of turnover can be measured reliably, it is probable that the economic benefits associated with the transaction will flow to the company and the costs incurred or to be incurred in respect of the transaction can be measured reliably.

Rendering of services

When the outcome of a transaction can be estimated reliably, turnover from services such as mill admissions, tour tickets and Charity events is recognised by reference to the stage of completion at the balance sheet date.

**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.

**Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery	- 25% on reducing balance
Fixtures and fittings	- 25% on reducing balance

Tangible fixed assets are stated at cost (or deemed cost) or valuation less accumulated depreciation and accumulated impairment losses. Costs includes costs directly attributable to making the asset capable of operating as intended.

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2021**

**1. ACCOUNTING POLICIES - continued**

**Heritage assets**

Heritage assets are fixed assets which are of historical significance and are held in order to advance the preservation and conservation objectives of the charity.

Heritage assets are not depreciated, as the trustees believe the life of heritage assets are sufficiently long and the residual value sufficiently high that any depreciation would be immaterial. Any permanent diminution in value is charged to the Statement of financial activities as it occurs.

General repairs and maintenance expenditure is written off in the year to which it relates.

Every endeavour is made to maintain, protect and safeguard the assets for future enjoyment.

**Stocks**

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

**Taxation**

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

**Fund accounting**

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

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

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Pension costs and other post-retirement benefits**

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

**Debtors and creditors receivable / payable within one year**

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in the profit and loss account in other administrative expenses.

**2. OTHER TRADING ACTIVITIES**

	2021	2020
	£	£
Retail and garden sales	<u>152,901</u>	<u>95,933</u>

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2021**

**3. NET INCOME/(EXPENDITURE)**

Net income/(expenditure) is stated after charging/(crediting):

	2021 £	2020 £
Depreciation - owned assets	7,039	9,205
Independent examination fee	2,750	2,750
	<u>          </u>	<u>          </u>

**4. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 December 2021 nor for the year ended 31 December 2020.

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 31 December 2021 nor for the year ended 31 December 2020.

**5. STAFF COSTS**

The average monthly number of employees during the year was as follows:

	2021 3	2020 4
Shop & Garden	<u>          </u>	<u>          </u>

No employees received emoluments in excess of £60,000.

**6. TANGIBLE FIXED ASSETS**

	Plant and machinery £	Fixtures and fittings £	Totals £
<b>COST</b>			
At 1 January 2021 and 31 December 2021	18,370	205,521	223,891
	<u>          </u>	<u>          </u>	<u>          </u>
<b>DEPRECIATION</b>			
At 1 January 2021	14,466	181,267	195,733
Charge for year	976	6,063	7,039
	<u>          </u>	<u>          </u>	<u>          </u>
At 31 December 2021	15,442	187,330	202,772
	<u>          </u>	<u>          </u>	<u>          </u>
<b>NET BOOK VALUE</b>			
At 31 December 2021	2,928	18,191	21,119
	<u>          </u>	<u>          </u>	<u>          </u>
At 31 December 2020	3,904	24,254	28,158
	<u>          </u>	<u>          </u>	<u>          </u>

**Notes to the Financial Statements - continued  
for the Year Ended 31 December 2021**

**7. HERITAGE ASSETS**

	Total £
<b>VALUATION</b>	
At 1 January 2021 and 31 December 2021	1,125,000
<b>NET BOOK VALUE</b>	
At 31 December 2021	1,125,000
At 31 December 2020	1,125,000

The Charity owns the Holme Mills Heritage Site consisting of the mill premises, visitor site and shop together with the mill gardens and meadow.

The Holme Mills Heritage Site is classified as a Heritage Asset and is stated at valuation. The Heritage Asset was independently valued in July 2019 by D W Clifton BSc FRICS.

No Heritage Asset transactions have occurred in the last 5 years.

**8. STOCKS**

	2021 £	2020 £
Stocks	10,820	11,875

**9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Holme Mills Heritage Centre Ltd	737	-
VAT	3,374	4,973
Prepayments and accrued income	1,537	-
	5,648	4,973

**10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2021 £	2020 £
Trade creditors	11,143	11,919
W Jordan & Son (Holdings) Ltd	-	6,678
Holme Mills Heritage Centre Ltd	-	6,230
Accruals and deferred income	4,104	6,476
	15,247	31,303

Notes to the Financial Statements - continued  
for the Year Ended 31 December 2021

11. MOVEMENT IN FUNDS

	At 1.1.21 £	Net movement in funds £	At 31.12.21 £
<b>Unrestricted funds</b>			
General fund	1,360,627	(34,145)	1,326,482
<b>TOTAL FUNDS</b>	<u>1,360,627</u>	<u>(34,145)</u>	<u>1,326,482</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	171,359	(205,504)	(34,145)
<b>TOTAL FUNDS</b>	<u>171,359</u>	<u>(205,504)</u>	<u>(34,145)</u>

Comparatives for movement in funds

	At 1.1.20 £	Net movement in funds £	At 31.12.20 £
<b>Unrestricted funds</b>			
General fund	1,422,359	(61,732)	1,360,627
<b>TOTAL FUNDS</b>	<u>1,422,359</u>	<u>(61,732)</u>	<u>1,360,627</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	128,464	(190,196)	(61,732)
<b>TOTAL FUNDS</b>	<u>128,464</u>	<u>(190,196)</u>	<u>(61,732)</u>

**Notes to the Financial Statements - continued**  
**for the Year Ended 31 December 2021**

**11. MOVEMENT IN FUNDS - continued**

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.20 £	Net movement in funds £	At 31.12.21 £
<b>Unrestricted funds</b>			
General fund	1,422,359	(95,877)	1,326,482
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>1,422,359</u>	<u>(95,877)</u>	<u>1,326,482</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	299,823	(395,700)	(95,877)
	<hr/>	<hr/>	<hr/>
<b>TOTAL FUNDS</b>	<u>299,823</u>	<u>(395,700)</u>	<u>(95,877)</u>

All the charity's funds are unrestricted general funds held to preserve the heritage of Holme Mills, Biggleswade, and its environs.

**12. RELATED PARTY DISCLOSURES**

The charity recharged an element of costs incurred to maintain the mill premises and gardens to Holme Mills Heritage Centre Ltd, a company under common control of trustees Mr W J Jordan and Mr R D Jordan. The amount recharged during the year was £7,000 (2020 - £7,000).

At the period end the charity was owed £737 (2020 - £6,230 due to) by Holme Mills Heritage Centre Ltd.

At the period end the charity owed and was owed £nil (2020 - £6,678 due by) to/from W Jordan & Son (Holdings) Limited, a company under common control of the trustees, Mr W J Jordan and Mr R D Jordan.

**Detailed Statement of Financial Activities  
for the Year Ended 31 December 2021**

	2021 £	2020 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Donations	1,243	185
<b>Other trading activities</b>		
Retail and garden sales	152,901	95,933
<b>Charitable activities</b>		
Mill admission	-	1,188
Recharged garden costs	7,000	7,000
Trust event sales	6,530	6,566
Government Grants	3,685	14,822
	<hr/> 17,215	<hr/> 29,576
<b>Other income</b>		
Revaluation gain	-	2,770
	<hr/>	<hr/>
<b>Total incoming resources</b>	171,359	128,464
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Opening stock	11,875	14,218
Shop purchases for resale	73,006	47,776
Garden purchases for resale	609	2,498
Wages	28,388	28,062
Social security	2,048	989
Pensions	465	151
Volunteer costs	-	53
Closing stock	(10,821)	(11,875)
	<hr/> 105,570	<hr/> 81,872
<b>Charitable activities</b>		
Wages	31,987	35,637
Social security	2,727	2,919
Pensions	646	700
Gardening and landscaping	3,046	4,353
Trust event purchases	4,421	1,899
Plant and machinery depreciation	976	1,121
Fixtures and fittings depreciation	6,063	8,084
	<hr/> 49,866	<hr/> 54,713
<b>Support costs</b>		
<b>Management</b>		
Wages	21,619	27,077
Social security	1,991	2,345
Carried forward	23,610	29,422

**Detailed Statement of Financial Activities  
for the Year Ended 31 December 2021**

	2021 £	2020 £
<b>Management</b>		
Brought forward	23,610	29,422
Pensions	470	519
Rates and water	1,742	1,150
Insurance	1,212	1,639
Light and heat	9,653	9,963
Telephone	484	646
Postage and stationery	222	100
Advertising	988	321
Sundries	457	93
Computer expenses	1,753	1,962
Repairs and renewals	4,589	946
Cleaning	284	410
Health and safety	239	1,229
	<hr/> 45,703	<hr/> 48,400
<b>Finance</b>		
Bank charges	1,050	847
<b>Governance costs</b>		
Accountancy	2,750	2,750
Legal fees	565	1,614
	<hr/> 3,315	<hr/> 4,364
Total resources expended	<hr/> 205,504	<hr/> 190,196
<b>Net expenditure</b>	<hr/> <hr/> (34,145)	<hr/> <hr/> (61,732)