

CAISTOR ROMAN PROJECT LIMITED

England & Wales · Charity number 1131293

Details

Status Registered

Legal form Charitable company

Company number [06880579](#)

Registered 2009-08-24

Register [View on the Charity Commission register](#)

Contact

Address 107 Tavistock Drive
Nottingham
NG3 5BE

Phone 07944839557

Email info@caistorromanproject.org

Website www.caistorromanproject.org

Activities

Objects: "THE OBJECTS OF THE COMPANY ARE TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE HISTORY AND ARCHAEOLOGY OF CAISTOR ROMAN TOWN IN NORFOLK AND ITS SURROUNDING REGION"

Activities: The objects of the charity are to advance the education of the public in the history and archaeology of Caistor Roman town in Norfolk and its surrounding region. There have been two major programmes running during the period: field walking in the area 0001

Classification

- **How:** Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** The General Public/mankind

Geography

- **Area of benefit:** NORFOLK
- Norfolk

Finances

Period end	Income	Expenditure	Assets	Employees
2024-12-31	£25,411	£26,644	-	-
2023-12-31	£29,221	£20,692	-	-
2022-12-31	£18,049	£24,549	-	-
2021-12-31	£24,906	£20,826	-	-
2020-12-31	£26,914	£15,366	-	-

Trustees

Name	Role	Appointed
Alexandra Mary Atherton		2019-11-09
Andrew Walker Woodman		2020-04-01
Caroline Lowton		2017-07-25
John Watson		2025-11-18
Michael Robin Pinner		2013-10-17
Professor William Bowden		
Valerie Cossey		2015-02-16
WENDY ELIZABETH BYLETT		2011-12-19

CAISTOR ROMAN PROJECT LIMITED

England & Wales - Charity number 1131293

Accounts

Charity registration number 1131293 (England and Wales)

Company registration number 06880579

CAISTOR ROMAN PROJECT LIMITED
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2024

CAISTOR ROMAN PROJECT LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees	A Atherton Professor W A R Bowden W E Bylett V Cossey R Keeley C Lowton M R Pinner A W Woodman
Charity number (England and Wales)	1131293
Company number	06880579
Registered office	15 Palace Street NORWICH Norfolk United Kingdom NR3 1RT
Independent examiner	Argents Accountants Limited 15 Palace Street NORWICH Norfolk United Kingdom NR3 1RT

CAISTOR ROMAN PROJECT LIMITED

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CAISTOR ROMAN PROJECT LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 31 DECEMBER 2024

The trustees present their annual report and financial statements for the year ended 31 December 2024.

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 Trust'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 Trust's aim is to undertake professional quality research at Venta Icenorum in Norfolk and in the catchment area, to enhance understanding of the site and its place in the wider region and beyond. A key feature is the continuous learning and development of CRP volunteers and associated groups.

Public benefit

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

The Trustees have had due regard to guidance published by the Charity Commission on public benefit and consider the Charity provides a public benefit by carrying out its principal objectives related to the history and archaeology of Caistor Roman town. How this is achieved is set out in more detail under 'Achievements and Performance'.

Volunteers

The Trust is reliant on the work of volunteers in all aspects of its activities in digging, test-pitting, the processing of finds and all other archaeological tasks as well as school visits and public outreach. The role of professionals is to train and support volunteers rather than to carry out work except of a highly technical nature. Volunteers are also responsible for the Trust's administration. It is not feasible to value all this work but it is clear that without it the Trust would not be able to function.

Achievements and performance

Significant activities and achievements against objectives

We took on a full set of work in 2024. This was primarily through a summer excavation in the grounds of the Caistor Hall Hotel, within the extent of the wider Roman town, combined with a full set of post-excavation work throughout the year.

The work was carried out by our volunteers, with limited professional support, and again we provided tuition and digging experience for groups of students as well as ex-servicemen from the Veterans Association and the Royal British Legion. As part of this activity, we provided public tours of the excavations.

We, also gave illustrated talks to many local and regional groups on the Roman town and our work.

Funding this year was primarily provided by The Roman Society, The Foyle Foundation, and our own members plus funding from Nottingham University for the training of its students.

We continue to work closely with the Norfolk Archaeological Trust, owner of the Roman Town, providing guides for their tours of the Roman town and planning summertime educational activities for local schools and similar groups.

Fundraising practices

The Trust is not in receipt of any statutory funding or government grant and depends entirely on the income from its own fundraising efforts. The Trust does not own or have any interest in any trading subsidiary.

Financial review

The results of the Trust's operations for the period are set out in detail in the attached accounts.

CAISTOR ROMAN PROJECT LIMITED

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

FOR THE YEAR ENDED 31 DECEMBER 2024

Reserves policy

Because of the success of the fund raising mentioned previously the Trust has maintained its position of having general unrestricted funds sufficient to cover its overheads and allow it to continue its archaeological work albeit at a much lower level than at present for at least a year.

The exception to this relates to donations specifically provided for Veteran's activities support which are designated for that purpose.

We also have outstanding activities to complete and publish post-excavation work and some £22,000, as at the end of 2024, is internally designated for this purpose.

Major risks

The Trustees acknowledge the Charity Commission's recommendation for them to undertake a review of the major risks to which the Trust is exposed. Risk assessments are drawn up for field walking and excavation activities although no formal plan has been drawn up for the Charity as a whole. The Trustees are aware of the risks to which the Trust is exposed and have taken steps to mitigate these, for example, through appropriate insurance and written policies on child protection and inclusiveness.

The Trust is also at risk from not being able to obtain funding for its planned activities. To mitigate this risk the Trust has alternative plans for activities requiring less expenditure in the event of its not finding sufficient funding. It also has a reserves policy of ensuring that there are always sufficient funds to cover fixed costs for a year ahead.

A policy on data protection has been adopted in accordance with the General Data Protection Regulations.

Structure, governance and management

Caistor Roman Project Ltd was established as a private limited company on 17 April 2009 and registered as a charity with the Charity Commission on 24 August 2009.

Caistor Roman Project Ltd is a company limited by guarantee and is governed by its Memorandum and Articles of Association.

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:

A Atherton

Professor W A R Bowden

W E Bylett

V Cossey

R Keeley

C Lowton

M R Pinner

A J Ray

(Deceased 23 April 2025)

A W Woodman

Recruitment and appointment of trustees

The Board consists of members all of whom have some particular and relevant experience or skill that can be offered to the Trust. Recruitment is undertaken as necessary to achieve such a balance. All potential Trustees will be known to one or more existing Trustees and are subject to a formal and documented interview procedure.

None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute a sum not exceeding £10 in the event of a winding up.

Organisational structure

Trustees meet regularly and are frequently in less formal contact with each other as all are involved in the day-to-day running of the project.

CAISTOR ROMAN PROJECT LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2024*

Induction and training of trustees

On appointment Trustees are provided with copies of:

- The Trust's Memorandum and Articles of Association
- The latest accounts of the Trust
- Charity Commission guidance notes CC3 – "The Essential Trustee"
- Additional background reading.

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

All trustees give their time voluntarily and receive no financial benefit from the Trust.

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

A W Woodman
Trustee

30 September 2025

CAISTOR ROMAN PROJECT LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CAISTOR ROMAN PROJECT LIMITED

I report to the trustees on my examination of the financial statements of Caistor Roman Project Limited (the Trust) for the year ended 31 December 2024.

Responsibilities and basis of report

As the trustees of the Trust (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.

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

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 that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 386 of the Companies Act 2006.
- 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 Companies Act 2006 other than any requirement that the financial statements 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 financial statements 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.



Mark Johnstone FCA

Argents Accountants Limited

15 Palace Street

NORWICH

Norfolk

NR3 1RT

United Kingdom

30 September 2025

CAISTOR ROMAN PROJECT LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2024

	Notes	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Income from:			
Donations and legacies	3	24,517	29,148
Charitable activities	4	705	-
Investments	5	189	73
Total income		<u>25,411</u>	<u>29,221</u>
Expenditure on:			
Raising funds	6	1,162	-
Charitable activities	7	25,482	20,692
Total expenditure		<u>26,644</u>	<u>20,692</u>
Net income/(expenditure) and movement in funds		(1,233)	8,529
Reconciliation of funds:			
Fund balances at 1 January 2024		<u>25,262</u>	<u>16,733</u>
Fund balances at 31 December 2024		<u>24,029</u>	<u>25,262</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

CAISTOR ROMAN PROJECT LIMITED

BALANCE SHEET

AS AT 31 DECEMBER 2024

	Notes	2024 £	£	2023 £	£
Fixed assets					
Tangible assets	13		6,240		-
Current assets					
Cash at bank and in hand		22,170		29,308	
Creditors: amounts falling due within one year	14	(4,381)		(4,046)	
Net current assets			17,789		25,262
Total assets less current liabilities			24,029		25,262
The funds of the Trust					
Unrestricted funds	15		24,029		25,262
			24,029		25,262

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 December 2024.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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 30 September 2025

A W Woodman
Trustee

Company registration number 06880579 (England and Wales)

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

Charity information

Caistor Roman Project Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 15 Palace Street, NORWICH, Norfolk, NR3 1RT, United Kingdom.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Trust's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 Trust is a Public Benefit Entity as defined by FRS 102.

The Trust has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Trust. 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 Trust 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 or grantors 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 Trust.

1.4 Income

Income is recognised when the Trust 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 Trust 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 Trust 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.

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

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
---------------------	-------------

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 the statement of financial activities.

1.7 Impairment of fixed assets

At each reporting end date, the Trust 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 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.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2024

1 Accounting policies

(Continued)

Derecognition of financial liabilities

Financial liabilities are derecognised when the Trust's contractual obligations expire or are discharged or cancelled.

1.9 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

2 Critical accounting estimates and judgements

In the application of the Trust'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.

3 Income from donations and legacies

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Donations and gifts	11,710	2,262
Grants	-	19,860
Membership fees	10,027	4,814
Donations at public events	2,780	2,212
	<u>24,517</u>	<u>29,148</u>

4 Income from charitable activities

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Core activities		
Talks and outreach work	705	-
	<u>705</u>	<u>-</u>

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

5 Income from investments

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Interest receivable	189	73

6 Expenditure on raising funds

	Unrestricted funds 2024 £	Unrestricted funds 2023 £
Fundraising and publicity		
Fundraising and event costs	1,162	-

7 Expenditure on charitable activities

	Core activities 2024 £	Core activities 2023 £
Direct costs		
Depreciation and impairment	1,560	-
Operational costs	21,296	18,058
Outreach	1,088	-
	<u>23,944</u>	<u>18,058</u>
Share of support and governance costs (see note 8)		
Support	938	2,134
Governance	600	500
	<u>25,482</u>	<u>20,692</u>
Analysis by fund		
Unrestricted funds	<u>25,482</u>	<u>20,692</u>

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

8 Support costs allocated to activities

	2024	2023
	£	£
General administration	938	2,134
Governance costs	600	500
	<u>1,538</u>	<u>2,634</u>
Analysed between:		
Core activities	<u>1,538</u>	<u>2,634</u>

9 Net movement in funds

	2024	2023
	£	£
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	600	500
Depreciation of owned tangible fixed assets	1,560	-
	<u>2,160</u>	<u>500</u>

10 Trustees

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

11 Employees

	2024	2023
	Number	Number
Total	-	-
	<u>-</u>	<u>-</u>

There were no employees whose annual remuneration was more than £60,000.

12 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2024

13 Tangible fixed assets

	Plant and equipment £
Cost	
Additions	7,800
At 31 December 2024	<u>7,800</u>
Depreciation and impairment	
Depreciation charged in the year	1,560
At 31 December 2024	<u>1,560</u>
Carrying amount	
At 31 December 2024	<u><u>6,240</u></u>

14 Creditors: amounts falling due within one year

	2024 £	2023 £
Trade creditors	3,281	3,546
Accruals and deferred income	1,100	500
	<u>4,381</u>	<u>4,046</u>

15 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2024 £	Incoming resources £	Resources expended £	Transfers £	At 31 December 2024 £
Post- excavation publication	-	-	-	22,000	22,000
General funds	25,262	25,411	(26,644)	(22,000)	2,029
	<u>25,262</u>	<u>25,411</u>	<u>(26,644)</u>	<u>-</u>	<u>24,029</u>
Previous year:	At 1 January 2023 £	Incoming resources £	Resources expended £	Transfers £	At 31 December 2023 £
General funds	16,733	29,221	(20,692)	-	25,262
	<u>16,733</u>	<u>29,221</u>	<u>(20,692)</u>	<u>-</u>	<u>25,262</u>

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) *FOR THE YEAR ENDED 31 DECEMBER 2024*

16 Related party transactions

There were no disclosable related party transactions during the year (2023 - none).

CAISTOR ROMAN PROJECT LIMITED

England & Wales - Charity number 1131293

Accounts

Charity registration number 1131293

Company registration number 6880579 (England and Wales)

CAISTOR ROMAN PROJECT LIMITED
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2023

CAISTOR ROMAN PROJECT LIMITED

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

A Atherton
Professor W A R Bowden
W E Bylett
V Cossey
R Keeley
C Lowton
M R Pinner
A J Ray
A W Woodman

Secretary

A J Ray

Charity number

1131293

Company number

6880579

Registered office

15 Palace Street
NORWICH
Norfolk
United Kingdom
NR3 1RT

Independent examiner

Argents Accountants Limited
15 Palace Street
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CAISTOR ROMAN PROJECT LIMITED

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The trustees present their annual report and financial statements for the year ended 31 December 2023.

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Achievements and performance

Significant activities and achievements against objectives

Following a reduced but productive programme in 2022 due to the restrictions of the Covid-19 pandemic we took on a full set of work in 2023. This was primarily through a summer excavation in the grounds of the Caistor Hall Hotel, within the extent of the wider Roman town, combined with a full set of post-excavation work throughout the year.

The work was carried out by our volunteers, with limited professional support, and again we provided tuition and digging experience for groups of students as well as ex-servicemen from the Veterans Association and the Royal British Legion. As part of this activity, we provided public tours of the excavations.

We, also give illustrated talks to many local and regional groups on the Roman town and our work.

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None of the trustees has any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute a sum not exceeding £10 in the event of a winding up.

Organisational structure

Trustees meet regularly and are frequently in less formal contact with each other as all are involved in the day-to-day running of the project.

CAISTOR ROMAN PROJECT LIMITED

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

Induction and training of trustees

On appointment Trustees are provided with copies of:

- The Trust's Memorandum and Articles of Association
- The latest accounts of the Trust
- Charity Commission guidance notes CC3 – "The Essential Trustee"
- Additional background reading.

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

All trustees give their time voluntarily and receive no financial benefit from the Trust.

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

A W Woodman

Trustee

19 December 2024

CAISTOR ROMAN PROJECT LIMITED

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF CAISTOR ROMAN PROJECT LIMITED

I report to the trustees on my examination of the financial statements of Caistor Roman Project Limited (the Trust) for the year ended 31 December 2023.

Responsibilities and basis of report

As the trustees of the Trust (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 Trust 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 Trust'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

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 Trust 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.



Mark Johnstone FCA

Argents Accountants Limited
15 Palace Street
NORWICH
Norfolk
NR3 1RT
United Kingdom

Dated: 19 December 2024

CAISTOR ROMAN PROJECT LIMITED

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2023

	Notes	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Income from:			
Donations and legacies	3	29,148	18,042
Investments	4	73	7
Total income		29,221	18,049
Expenditure on:			
Charitable activities	5	20,692	24,549
Total expenditure		20,692	24,549
Net income/(expenditure) and movement in funds		8,529	(6,500)
Reconciliation of funds:			
Fund balances at 1 January 2023		16,733	23,233
Fund balances at 31 December 2023		25,262	16,733

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

CAISTOR ROMAN PROJECT LIMITED

BALANCE SHEET

AS AT 31 DECEMBER 2023

	Notes	2023 £	£	2022 £	£
Current assets					
Cash at bank and in hand		29,308		22,436	
Creditors: amounts falling due within one year	11	<u>(4,046)</u>		<u>(5,703)</u>	
Net current assets			<u>25,262</u>		<u>16,733</u>
The funds of the Trust					
Unrestricted funds	12		<u>25,262</u>		<u>16,733</u>
			<u>25,262</u>		<u>16,733</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 December 2023.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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 19 December 2024

A W Woodman
Trustee

Company registration number 6880579 (England and Wales)

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

Charity information

Caistor Roman Project Limited is a private company limited by guarantee incorporated in England and Wales. The registered office is 15 Palace Street, NORWICH, Norfolk, NR3 1RT, United Kingdom.

1.1 Accounting convention

The financial statements have been prepared in accordance with the Trust's governing document, the Companies Act 2006, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102") and the Charities SORP "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 Trust is a Public Benefit Entity as defined by FRS 102.

The Trust has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the Trust. 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 Trust 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 or grantors 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 Trust.

1.4 Income

Income is recognised when the Trust 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 Trust 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 Trust 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.

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2023

1 Accounting policies

(Continued)

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges are allocated on the portion of the asset's use.

1.6 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.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the Trust's contractual obligations expire or are discharged or cancelled.

1.7 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the Trust is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

2 Critical accounting estimates and judgements

In the application of the Trust'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.

3 Income from donations and legacies

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Donations and gifts	2,262	12,095
Grants	19,860	-
Membership fees	4,814	4,565
Donations at public events	2,212	1,382
	<u>29,148</u>	<u>18,042</u>

4 Income from investments

	Unrestricted funds 2023 £	Unrestricted funds 2022 £
Interest receivable	73	7
	<u>73</u>	<u>7</u>

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

5 Expenditure on charitable activities

	Core activities 2023 £	Core activities 2022 £
Direct costs		
Operational costs	18,058	23,463
Share of support and governance costs (see note 6)		
Support	2,134	1,086
Governance	500	-
	<u>20,692</u>	<u>24,549</u>
Analysis by fund		
Unrestricted funds	<u>20,692</u>	<u>24,549</u>

6 Support costs allocated to activities

	2023 £	2022 £
General administration	2,134	1,086
Governance costs	500	-
	<u>2,634</u>	<u>1,086</u>
Analysed between:		
Core activities	<u>2,634</u>	<u>1,086</u>

7 Net movement in funds

	2023 £	2022 £
The net movement in funds is stated after charging/(crediting):		
Fees payable for the independent examination of the charity's financial statements	<u>500</u>	<u>-</u>

8 Trustees

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

CAISTOR ROMAN PROJECT LIMITED

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 DECEMBER 2023

9 Employees

	2023 Number	2022 Number
Total	-	-

There were no employees whose annual remuneration was more than £60,000.

10 Taxation

The charity is exempt from taxation on its activities because all its income is applied for charitable purposes.

11 Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	3,546	5,703
Accruals and deferred income	500	-
	<u>4,046</u>	<u>5,703</u>

12 Unrestricted funds

The unrestricted funds of the charity comprise the unexpended balances of donations and grants which are not subject to specific conditions by donors and grantors as to how they may be used. These include designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes.

	At 1 January 2023 £	Incoming resources £	Resources expended £	At 31 December 2023 £
General funds	<u>16,733</u>	<u>29,221</u>	<u>(20,692)</u>	<u>25,262</u>
Previous year:	At 1 January 2022 £	Incoming resources £	Resources expended £	At 31 December 2022 £
General funds	<u>23,233</u>	<u>18,049</u>	<u>(24,549)</u>	<u>16,733</u>

13 Related party transactions

There were no disclosable related party transactions during the year (2022 - none).

CAISTOR ROMAN PROJECT LIMITED

England & Wales - Charity number 1131293

Accounts

Caistor Roman Project Limited

Trustees' report and financial statements

Year to 31 December 2020

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

The Trustees present their report and financial statements for the year ended 31 December 2020.

Administrative Details

Charity Name Caistor Roman Project Limited

Company Number 6880579, a company limited by guarantee

Charity Number 1131293

Address of Registered Office 41 Beechbank, Unthank Rd
Norwich
NR2 2AL

Trustees Alexandra Atherton BA (Hons), PGCE
Prof William Bowden BA (Hons), PhD
Valerie Cossey BA (Hons)
Rhiane Keeley
Caroline Lowton MA (Cantab)
Alan Pask BA (Hons)
Michael Pinner MPhil BA (Hons)
Andrew Ray BSc (Econ) (Hons), FCA (Company Secretary)
Wendy Shanks
Andrew Woodman BA (Hons)

Structure, Governance and Management

Governing Documents

Caistor Roman Project Ltd (the Trust) was established as a private limited company on 17 April 2009 and registered as a charity with the Charity Commission on 24 August 2009.

The Trust is a company limited by guarantee and is governed by its Memorandum and Articles of Association. Each trustee is liable to contribute a sum not exceeding £10 in the event of the company being wound up.

Recruitment and Appointment of Trustees

The Board consists of members all of whom have some particular and relevant experience or skill that can be offered to the Trust. Recruitment is undertaken as necessary to achieve such a balance. All potential Trustees will be known to one or more existing Trustees and are subject to a formal and documented interview procedure.

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

Trustees Induction and Training

On appointment Trustees are provided with copies of:

- The Trust's Memorandum and Articles of Association
- The latest accounts of the Trust
- Charity Commission guidance notes CC3 – "The Essential Trustee"
- Additional background reading

In addition, Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

All trustees give their time voluntarily and receive no financial benefit from the Trust.

Risk Management

The Trustees acknowledge the Charity Commission's recommendation for them to undertake a review of the major risks to which the Trust is exposed. Risk assessments are drawn up for field walking and excavation activities although no formal plan has been drawn up for the Charity as a whole. The Trustees are aware of the risks to which the Trust is exposed and have taken steps to mitigate these, for example, through appropriate insurance and written policies on child protection and inclusiveness.

The Trust is also at risk from not being able to obtain funding for its planned activities. To mitigate this risk the Trust has alternative plans for activities requiring less expenditure in the event of its not finding sufficient funding. It also has a reserves policy of ensuring that there are always sufficient funds to cover fixed costs for a year ahead.

A policy on data protection has been adopted in accordance with the General Data Protection Regulations.

Organisational Structure

The Trustees are directors within the meaning of the Companies Act 2006. The Trustees at the date of this report are listed in the 'Administrative Details' section of this document. Trustees meet regularly and are frequently in less formal contact with each other as all are involved in the day-to-day running of the project.

Objectives and Activities

Principal Objectives

The Trust's aim is to undertake professional quality research at Venta Icenorum in Norfolk and in the catchment area, to enhance understanding of the site and its place in the wider region and

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

beyond. A key feature is the continuous learning and development of CRP volunteers and associated groups.

Public benefit

The Trustees have had due regard to guidance published by the Charity Commission on public benefit and consider the Charity provides a public benefit by carrying out its principal objectives related to the history and archaeology of Caistor Roman town. How this is achieved is set out in more detail under ‘Achievements and Performance’.

Achievements and Performance

Naturally our activities were greatly affected by Covid-19 restrictions. Because of these there were few public or schools outreach activities but with the aid of a further Heritage Lottery Fund (HLF) grant of £8900 we were able to carry out a restricted excavation in the grounds of the Caistor Hall Hotel and set ourselves up with the equipment required for a socially distanced dig. With the agreement of HLF we undertook several projects to enable us to work under Covid-19 conditions in future. These included a total revamp of our website (www.caistorromanproject.org) and the acquisition of a drone and associated equipment for aerial survey. We would like to record our gratitude to HLF for this invaluable support.

As was reported last year the project continues to be successful in becoming more locally managed and less dependent on outside expertise although Prof Bowden of the University of Nottingham remains a trustee and director of the project.

We continue to work closely with the Norfolk Archaeological Trust, owner of the site of the Roman town, especially in planning to provide educational activities for local schools and similar groups. We continue to enjoy close relationships with other archaeological societies and the University of East Anglia.

Volunteers’ contribution of time

The Trust is reliant on the work of volunteers in all aspects of its activities in digging, test-pitting, the processing of finds and all other archaeological tasks as well as school visits and public outreach. The role of professionals is to train and support volunteers rather than to carry out work except of a highly technical nature. Volunteers are also responsible for the Trust’s administration. It is not feasible to value all this work but it is clear that without it the Trust would not be able to function.

There is a system of recording time spent by volunteers and for the period this shows that 6977 hours work was carried out by them. In the year to 31 December 2019 7983 hours were recorded. The performance this year is remarkably good considering the limitations on both excavation and public and schools outreach due to Covid-19 restrictions.

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

Fundraising

The Trust is not in receipt of any statutory funding or government grant and depends entirely on the income from its own fundraising efforts. The Trust does not own or have any interest in any trading subsidiary.

HLF granted the Trust funding of £84,300 over three years subsequently extended to three and a half years. The final 10% of this grant was received in January 2020 after satisfactory completion of the project. A further HLF grant of £8900 was made for the Trust to use to mitigate the effects of Covid-19. Of this £5810 was spent during the year and it was agreed that commitments after the year end would use up the remainder of the grant. Accordingly this discharge of our obligations will appear in next year's report and accounts.

Financial Review

The results of the Trust's operations for the period are set out in detail on pages 6 to 9.

Reserves policy

Because of the success of the fund raising mentioned previously the Trust has maintained its position of having general unrestricted funds sufficient to cover its overheads and allow it to continue its archaeological work albeit at a much lower level than at present for at least a year.

Signed on behalf of the Trustees

A E Pask
1 May 2021

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

Statement of financial activities
for the year to 31 December 2020

	Unrestricted fund	Restricted fund	Total 2020	Total 2019
	£	£	£	£
Incoming resources				
General donations	6846	17330	24176	2589
Donations at public events	-	-	-	1248
Membership charges	2695	-	2695	3150
Interest received	43	-	43	69
<hr/>				
Total incoming resources	9584	17330	26914	7056
<hr/>				
Resources expended				
Charitable activities	9064	5810	14874	26134
Overheads	492	-	492	1076
<hr/>				
Total resources expended	9556	5810	15366	27210
<hr/>				
Net incoming/(outgoing) resources for the period	28	11520	11548	(20154)
Fund balances brought forward 1 Jan 2020	16035	(8430)	7605	27759
Fund balances carried forward 31 Dec 2020	16063	3090	19153	7605
<hr/>				

There were no recognised gains or losses other than as reported above. The notes on page 9 form part of these financial statements.

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

Balance sheet

as at 31 December 2020

	2020		2019	
	£	£	£	£
Current assets				
Cash at bank	21768		10507	
Debtors/prepayments	=		10	
Total current assets	21768		10517	
Current liabilities				
Creditors	<u>2615</u>		<u>2912</u>	
Net current assets		<u>19153</u>		<u>7605</u>
Total net assets		<u>19153</u>		<u>7605</u>
Funds				
General fund	16063		16035	
Restricted fund	<u>3090</u>		<u>(8430)</u>	
Total funds		<u>19153</u>		<u>7605</u>

The company was entitled to exemption under section 477 of the Companies Act 2006 from the requirement to have its accounts audited for the year ended 31 December 2020.

Trustees' responsibilities:

* The Trustees have not required the company to obtain an audit of its accounts for the period in accordance with section 476;

* The Trustees ensure that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006.

* The Trustees acknowledge their responsibilities for preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial period and of its surplus or deficit for each financial period in accordance with the requirements of Sections

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

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.

These financial statements were prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Trustees on 16 March 2021.

A E Pask

A J Ray

1 May 2021

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

Notes (forming part of the financial statements)

Principal accounting policies

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

(a) **Basis of accounting**

The accounts have been prepared under the historical cost basis of accounting and in accordance with the Companies Act 2006, the Financial Reporting Standards for Smaller Entities (effective April 2008) and the Statement of Recommended Practice on Charity Accounts (SORP).

(b) **Fund accounting**

- Unrestricted funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity.
- Restricted funds are subject to restrictions on the expenditure imposed by the donor or through the terms of an appeal.

(c) **Incoming resources**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

• **Voluntary income**

Cash donations and gifts are included in full in the Statement of Financial Activities in the year in which the Trust's entitlement is established. Cash collected at special fund-raising events is included in the Statement of Financial Activities before deducting the expenditure incurred directly in staging the event. The value of voluntary help is not included in the accounts.

• **Grants**

Grants are credited in full in the Statement of Financial Activities when entitlement is established. For capital grants this treatment contravenes SSAP4 - Accounting for Government Grants but such treatment is necessary for compliance with the SORP.

(d) **Resources expended**

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes VAT which cannot be recovered, and is reported as part of the expenditure to which it relates.

- Costs of generating funds comprise the costs associated with attracting voluntary income.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries.

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF CAISTOR ROMAN PROJECT LIMITED

I report on the financial statements of Caistor Roman Project Limited for the year ended 31 December 2020, which are set out on pages 6 to 9.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is desirable although not required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility:

- to examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

Basis of independent examination

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently, no opinion is given as to whether the financial statements present a "true and fair view" and the report is limited to those matters set out in the statement below.

Opinion

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and

Caistor Roman Project Ltd – Financial statements for the year ended 31 December 2020

- to prepare accounts which accord with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met, or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Simon Harper
2 Harrold Place
Stoke Holy Cross
Norfolk
NR14 8FY

4 May 2021