

# THE NATIONAL BREWERY HERITAGE TRUST LIMITED

England & Wales · Charity number 1147391

## Details

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Other names	NBHT
Status	Registered
Legal form	Charitable company
Company number	<a href="#">07754069</a>
Registered	2012-05-23
Register	<a href="#">View on the Charity Commission register</a>

## Contact

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Address	C/O East Staffs Borough Council Town Hall King Edward Place Burton-On-Trent Staffordshire
Phone	07783002411
Email	<a href="mailto:helen.jarvis@BreweryHeritage.com">helen.jarvis@BreweryHeritage.com</a>
Website	<a href="http://www.breweryheritage.com">www.breweryheritage.com</a>

## Activities

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**Objects:** TO ADVANCE THE EDUCATION OF THE PUBLIC IN THE HISTORY AND HERITAGE OF BREWING IN PARTICULAR BUT NOT EXCLUSIVELY THROUGH:1.THE PROTECTION AND PRESERVATION AND MAKING AVAILABLE TO THE PUBLIC OF MATERIAL AND ARTEFACTS OF HISTORIC SIGNIFICANCE BY THE ESTABLISHMENT AND MAINTENANCE OF ARCHIVE AND COLLECTION FOR PRESERVATION OF SUCH MATERIAL AND ARTEFACTS, IN PARTICULAR BUT NOT EXCLUSIVELY THE EXISTING COLLECTION OF ARCHIVES AND ARTEFACTS OF BREWING IN BURTON ON TRENT;2.EDUCATIONAL DISPLAYS AND EVENTS THAT WILL ILLUSTRATE THE IMPACT OF BREWING ON THE SOCIAL AND ECONOMIC DEVELOPMENT OF THE NATION

**Activities:** The NBHT role is to protect, preserve and make available to the public the archives and artefacts which together make up the National Brewery Collection. To promote a greater understanding of the history of brewing and the role of public houses. To seek sources of funding as appropriate for repair and restoration of the archive and artefacts.

## Classification

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- **How:** Provides Advocacy/advice/information, Sponsors Or Undertakes Research
- **What:** Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** The General Public/mankind

## Geography

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- Staffordshire

## Finances

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Period end	Income	Expenditure	Assets	Employees
2024-08-31	£108,712	£88,839	-	-
2023-08-31	£60,778	£33,127	-	-
2022-08-31	£7,415	£10,860	-	-
2021-08-31	£11,299	£5,593	-	-
2020-08-31	£5,494	£28,210	-	-

## Trustees

Name	Role	Appointed
<b>HARRY WHITE</b>	Chair	2012-03-13
Anthony Hughes		2024-11-14
Brett Rathbone		2022-10-06
Christopher Else		2019-10-31
Christopher Holden		2022-10-06
David Meadows		2025-10-16
Helen Taylor		2025-03-06
<b>JANET DEAN</b>		2012-03-13
<b>ROBERT GORDON HUMPHREYS MBE</b>		2014-11-20
Robert Heaver		2014-03-24
Stephanie Sykes-Dugmore		2025-03-06
Susan Jacklin		2025-11-13
Thomas Stainer		2024-11-14

**THE NATIONAL BREWERY HERITAGE TRUST LIMITED**

England & Wales - Charity number 1147391

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# Accounts

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**The National Brewery Heritage Trust Limited**

**(A COMPANY LIMITED BY GUARANTEE)**

**DIRECTORS' REPORT AND FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 2<sup>nd</sup> SEPTEMBER 2024**

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*Charitable Company Articles adopted 16<sup>th</sup> April 2012*

*Charity Registration Number: 1147391*

*Charitable Company Number: 7754069, Incorporated 26<sup>th</sup> August 2011*

**INFORMATION FOR THE FINANCIAL YEAR PERIOD ENDED 2<sup>nd</sup> SEPTEMBER 2024**

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BANKERS: Barclays Bank plc, Business Banking,  
Leicester, LE87 BBB

INDEPENDENT EXAMINER: David Dale FCA

REGISTERED ADDRESS OF NBHT AS AT 2<sup>nd</sup> SEPTEMBER 2024:  
c/o Burton Town Hall  
King Edward Place  
Burton upon Trent  
DE14 2EB

Website Addresses:

[www.breweryheritage.com](http://www.breweryheritage.com)  
[www.nationalbreweryheritagetrust.co.uk](http://www.nationalbreweryheritagetrust.co.uk)  
[www.nbcarchives.co.uk](http://www.nbcarchives.co.uk)

**DIRECTORS/TRUSTEES:**

Dr Harry White, Chairman \*  
Mr Terry Critchley, Hon Secretary \*  
Mr Bob Heaver, Hon Treasurer \*  
Mr Nik Antona  
Mrs Janet Dean  
Mr Christopher Else  
Mr R G Humphreys MBE \*  
Sir Alan Meale  
Mr Brett Rathbone \*  
Mr Christopher Holden \*

\* Members of the NBHT Management Committee

The Directors present their report and the financial statements for the year ended 2<sup>nd</sup> SEPTEMBER 2024. The Directors, who are also Trustees of The National Brewery Heritage Trust (NBHT) for the purposes of charitable law and who served during the year and up to the date of this report are set out on page 2.

## **Structure, governance and management**

NBHT is a charitable company limited by guarantee, incorporated on 25<sup>th</sup> August 2011, and registered as a charity on 23<sup>rd</sup> May 2012.

## **Objectives**

The charity's objects are for the public benefit and are specifically restricted to the following:

*To advance the education of the public in the history and heritage of brewing in particular but not exclusively through:*

- 1. The protection and preservation and making available to the public of material and artefacts of historic significance by the establishment and maintenance of archive and collection for preservation of such material and artefacts, in particular but not exclusively the existing collection of archives and artefacts of brewing in Burton on Trent;*
- 2. Educational displays and events that will illustrate the impact of brewing on the social and economic development of the nation.*

## **Chairman's Report on Achievements and performance**

The past twelve months have seen several significant developments in the Trust's operations and structure, as we have adapted to meet the immediate needs of the collection we are committed to safeguarding and evolved to build the capabilities needed to meet our core objectives in the longer term.

During the year the Trust has continued to strengthen the positive working relationships we have with Molson Coors (MCBC) and East Staffordshire Borough Council (ESBC), both of whom have provided us with significant financial support. We have also provided technical input and advice to the various firms of consultants and architects engaged by ESBC, as they formulate their plans for the regeneration of the Burton High St. site.

Towards the end of 2023 the Trust relocated its office base from the old museum site on Guild St. to premises shared with ESBC in Station St. After establishing ourselves in our new location, our immediate priority was to commence the transfer of the boxed-up/palletised brewing archives into their newly refurbished storerooms in Station St.

At the same time, trust volunteers undertook a complete photographic inventory of the collection of brewing artefacts held on the Guild St. site as they were being moved into various storage areas across the site. This was seen as an essential prerequisite to our developing and prioritising plans for their cleaning, restoration and re-cataloguing, and to establish up to date information about the collection regardless of the location or ownership of specific items.

During the year, under the guidance of the Trust's Collection Officer, Laura Waters, and with the outline agreement of MCBC, the Trust has started to develop and implement policies and procedures for the ongoing care and maintenance of the collection as well as its more proactive management along defined, national museum guidelines. Examples of the latter include defining and implementing, in conjunction with the owner, a loan out policy as well as a disposal's policy. The former was used to good effect in the summer when we loaned to Briggs of Burton two items of Victorian brewing plant fabricated for Bass by Robert Morton (a forerunner of Briggs). Both items are to go on display in Briggs' Technical Centre.

To assist Laura in the task of producing an up-to-date inventory and catalogue of the archives, during the summer the Trust contracted on a one day/week basis an experienced freelance archivist: Stephanie Nield.

Throughout the year the Trust has been indebted to the input and support we have received from our team of volunteers. They have stayed the course - from being asked in 2023 to remove and pack the archives from the attics in Guild St. to this year providing the wherewithal for their safe relocation into environmentally controlled storage rooms at Station St. Earlier this summer, to help coordinate the activities of the volunteers and ensure their welfare, as well as to organise the effective running of the Station St. office, the Trust put in place a freelance Office Manager, Helen Jarvis, on a 3 day/week basis. Funding for the contracts with both Helen and Stephanie (as well as Laura) has come from a provision for the maintenance and upkeep of the collection made to the Trust by MCBC.

In May this year, the Trust utilised a grant awarded to us by ESBC, to construct a marketing plan and bring on board a freelance Marketing Officer, Jenny Procter. Jenny's prime focus is to promote interest and awareness in the collection both locally and nationally, emphasising its national reach and relevance. To this end she has made a good start exploring and exploiting the rich and varied content of the archives to highlight stories with national/universal appeal, utilising the Trust's various communications channels: the website, the newsletter and our various social media platforms.

The national importance and relevance of the collection is also reflected in the fact that at the end of 2023 the Trust was granted the patronage of the Worshipful Company of Brewers – the brewing industry's livery company. Such patronage provides a conduit for the Trust, enabling us to approach directly the various member companies within the livery to seek their help and support in achieving our future goals and vision, and we have already received numerous expressions of interest.

Delivering on the Trust's future goals and vision is very much dependent on the outcome of the plans being developed by ESBC and its consultants to repurpose the old Bass High St. site as a multi-purpose visitor experience and brewing heritage centre. As already mentioned, the Trust is actively engaged in the development of these plans as we seek to establish a safe and secure home for both the archives and the artefacts, and to see them utilised in what we envisage as a national brewery heritage experience, relating the story of the development and impact of brewing not only on Burton on Trent but also on the social history of the UK. It is reassuring to note that from the outset, all parties involved in this planning process see the necessity for the outcome to have a national (even international) appeal, if it is to become and remain commercially viable.

I would like to conclude this report by expressing my heartfelt thanks to my fellow trustees for their support and input during the year. It has been (another) year of challenge and change, but despite our increasing years we have risen to the challenge, and I am convinced that both the Trust and the collection are in far better places than they were a year ago.

### **Risk Management**

The Trust reviews its key risk areas, including funding, IT and data at least once a year and considers risks to be manageable.

### **Reserves Policy**

Cost commitments are not made unless there are sufficient funds available to meet the expenditure. The Trust has no significant ongoing costs commitments other than the annual portal hosting, support and cloud storage costs for the online archive project. These can be terminated at short notice with no financial penalty, although the online archive would then not be supported technically and would not be online. The lease for Station Street premises is short term (2 years) at a peppercorn rent.

The Trustees have agreed to maintain reserve of £6,000 representing approximately 1.5 times the Trust's annual ongoing long-term commitment.

### **Data Protection**

The Trustees have satisfied themselves that the Trust meets the requirements of the Data Protection Regulations 2018. The Trust retains the information given by its members for the sole purpose of communicating with them about Trust matters. All details are in confidence to the Trust and will not in any circumstances be passed to third parties.

During the year the Trust registered with the Information Commissioner under the Data Protection section.

### **Statement of Trustees Responsibilities**

The trustees (who are also directors of NBHT) are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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

### **The Financial Statements for the year Ended 2<sup>nd</sup> SEPTEMBER 2024**

In preparing those financial statements, the trustees have:

- selected suitable financial policies and applied them consistently
- observed the methods and principles in the Charities' SORP
- made judgments and estimates that are reasonable and prudent:
- stated whether applicable accounting standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on the going concern basis.

The trustees have overall responsibility for ensuring that the charity has appropriate systems of control, financial and otherwise. They are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that financial statements comply with the Companies Act 2006. They are also responsible for the safeguarding of the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and breaches of the law and regulations.

Voluntary income has been received by way of subscriptions, donations and gifts and is included in full in the statements of financial activities when receivable. The value of services by volunteers has not been included.

**The National Brewery Heritage Trust – A Company Limited by Guarantee**  
**Report of the Trustees (incorporating the Directors' report) for the Year Ended 2<sup>nd</sup> September 2024**

		Unrestricted funds	Restricted funds	2024 Total funds		Unrestricted funds	Restricted funds	2023 Total funds
	Notes	£	£	£		£	£	£
<b>INCOME</b>								
Members Subscriptions:								
Corporate		2,600		2,600		2,400		2,400
Individual		1,450		1,450		1,525		1,525
Donations/grants	2	33,615	69,479	103,094		18,079	37,432	55,511
Total Membership and Donation Income		37,665	69,479	107,144		22,004	37,432	59,436
Other Income		772		772		1,188		1,188
<b>TOTAL INCOME excluding bank interest</b>		<b>38,437</b>	<b>69,479</b>	<b>107,917</b>		<b>23,192</b>	<b>37,432</b>	<b>60,625</b>
Bank interest		795		795		153		153
<b>TOTAL INCOME</b>		<b>39,232</b>	<b>69,479</b>	<b>108,712</b>		<b>23,345</b>	<b>37,432</b>	<b>60,778</b>
<b>EXPENDITURE</b>								
Set-up Costs	3	10,911	12,393	23,304		490	5,036	5,526
Collections Management	4	2,422	38,618	41,039		1,954	13,889	15,843
Marketing & PR Costs	5	1,428	10,541	11,969		1,292	983	2,275
Office Administration & General Expenses	6	5,938	3,591	9,529		2,223	57	2,280
Cost of Sales of Goods sold		405		405		926		926
IT/Website Costs	7	2,592		2,592		2,687	3,591	6,278
<b>TOTAL EXPENDITURE</b>		<b>23,696</b>	<b>65,143</b>	<b>88,839</b>		<b>9,572</b>	<b>23,556</b>	<b>33,127</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>15,536</b>	<b>4,336</b>	<b>19,873</b>		<b>13,773</b>	<b>13,876</b>	<b>27,650</b>
Total Funds as at 1 September 2023		44,244	22,146	66,390		30,471	8,269	38,740
Total Funds as at 2 September 2024		<b>59,781</b>	<b>26,482</b>	<b>86,263</b>		<b>44,244</b>	<b>22,146</b>	<b>66,390</b>
<b>BALANCE SHEET AS AT 02 September 2024</b>								
<b>FIXED ASSETS</b>	8	1,536		1,536		1,536		1,536
<b>CURRENT ASSETS</b>								
Cash at Bank/in hand		62,959	29,607	92,566		43,381	19,242	62,623
Debtors							3,412	3,412
Stock								
<b>CURRENT LIABILITIES</b>								
Creditors		4,714	3,125	7,839		673	508	1,181
<b>NET ASSETS</b>		<b>59,781</b>	<b>26,482</b>	<b>86,263</b>		<b>44,244</b>	<b>22,146</b>	<b>66,390</b>

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 2<sup>nd</sup> SEPTEMBER 2024**

<b>1 ACCOUNTING POLICIES</b>			
<b>Basis of preparing the financial statements</b>			
The financial statements have been prepared in accordance with the Charities SORP (FRSSE) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities ( the FRSSE) (effective 1 January 2015). The financial statements have been prepared under the historical cost convention.			
<b>Income</b>			
All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, and it is probable that the income will be received and the amount can be measured reliably.			
<b>Debtors</b>			
Other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.			
<b>Expenditure</b>			
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 appropriate headings as the charity falls below the charity audit threshold. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.			
<b>Creditors</b>			
Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are recognised at their settlement amount.			
<b>Taxation</b>			
The charity is exempt from corporation tax on its charitable activities.			
<b>Tangible Fixed Assets</b>			
Heritage fixed assets are capitalised at the lower of cost and net realisable value. Assets with value below £1000 are not capitalised.			
<b>Fund accounting</b>			
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 objectives of the charity.			
Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.			
		<b>2024</b>	<b>2023</b>
<b>2 GRANTS &amp; DONATIONS RECEIVED</b>			
Grants:	ESBC	30,000	-
	ESBC Business Support Grant	23,875	-
	MCBC	42,454	48,067
	BREF	3,150	3,150
		99,479	51,217
Donations		3,615	4,294
Total Donations/Grants		<u>103,094</u>	<u>55,511</u>
<b>3 SETUP COSTS</b>			
	Fixtures & fittings, equipment	15,267	1,805
	Legal fees	4,743	500
	Signage	1,670	915
	Volunteer expenses	1,249	1,855
	Other	375	451
		<u>23,304</u>	<u>5,526</u>
<b>4 COLLECTIONS MANAGEMENT</b>			
	Staff costs	38,330	12,911
	Volunteer expenses	482	1,167
	Artefact preservation	1,990	1,765
	Other	238	-
		<u>41,039</u>	<u>15,843</u>
<b>5 MARKETING &amp; PR COSTS</b>			
	Staff costs	8,963	1,364
	Promotional material	2,808	910
	Other	199	-
		<u>11,969</u>	<u>2,275</u>

**The National Brewery Heritage Trust – A Company Limited by Guarantee**  
**Report of the Trustees (incorporating the Directors' report) for the Year Ended 2<sup>nd</sup> September 2024**

<b>6 OFFICE ADMINISTRATION &amp; GENERAL EXPENSES</b>							
Staff costs			3,267			-	
Insurance			2,618			1,490	
Consumables			405			62	
Utilities			2,032			-	
Licences, permits, fees			478			41	
Other			729			687	
			<u>9,529</u>			<u>2,280</u>	
<b>7 IT/WEBSITE COSTS</b>							
Annual charge for online archive system			2,160			2,160	
Website development - third party			120			2,178	
- in house			-			1,870	
Domain fees			312			69	
			<u>2,592</u>			<u>6,278</u>	
<b>8 FIXED ASSETS</b>							
Worthington portraits valued at cost			1,536			1,536	
<b>9 TRUSTEES' REMUNERATION</b>							
There were no trustees' remuneration or other benefits for the year ended 02 September 2024 nor for prior years							
<b>10 RELATED PARTY DISCLOSURES</b>							
The only related party transaction was £4743 payment to Else Solicitors for legal advice for the lease at Station Street premises.							
<b>11 CONTROL RELATIONSHIP</b>							
The Charity was under the control of the Board of Trustees throughout the current and previous year.							
<b>12 COMPANY LIMITED BY GUARANTEE</b>							
The company is limited by guarantee and does not have a share capital.							
In the event of the company being wound up, every member of the Charity undertakes to contribute such amount as may be required, not exceeding £10.							

  
 F. H. White, Chairman

**THE NATIONAL BREWERY HERITAGE TRUST LIMITED**

England & Wales - Charity number 1147391

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# Accounts

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**The National Brewery Heritage Trust Limited**

**(A COMPANY LIMITED BY GUARANTEE)**

**DIRECTORS' REPORT AND FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31<sup>st</sup> AUGUST 2023**

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**INFORMATION FOR THE FINANCIAL YEAR PERIOD ENDED 31<sup>st</sup> August 2023**

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BANKERS: Barclays Bank plc, Business Banking,  
Leicester, LE87 BBB

INDEPENDENT EXAMINER: David Dale FCA

REGISTERED ADDRESS OF NBHT AS AT 31<sup>st</sup> August 2023:  
74 Craythorne Road, Stretton,  
Burton upon Trent, Staffordshire, DE13 0AZ

Website Addresses:

[www.nationalbreweryheritagetrust.co.uk](http://www.nationalbreweryheritagetrust.co.uk)  
[www.nbcarchives.co.uk](http://www.nbcarchives.co.uk)

**DIRECTORS/TRUSTEES:**

Dr Harry White, Chairman \*  
Mr Terry Critchley, Hon Secretary \*  
Mr Bob Heaver, Hon Treasurer \*  
Mr Nik Antona  
Mrs Janet Dean  
Mr Christopher Else  
Mr Tim Hampson  
Mr R G Humphreys MBE \*  
Sir Alan Meale  
Mr Brett Rathbone \*  
Mr Christopher Holden \*

\* Members of the NBHT Management Committee

The Directors present their report and the financial statements for the year ended 31<sup>st</sup> August 2023. The Directors, who are also Trustees of The National Brewery Heritage Trust (NBHT) for the purposes of charitable law and who served during the year and up to the date of this report are set out on page 2.

### **Structure, governance and management**

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- 1. The protection and preservation and making available to the public of material and artefacts of historic significance by the establishment and maintenance of archive and collection for preservation of such material and artefacts, in particular but not exclusively the existing collection of archives and artefacts of brewing in Burton on Trent;*
- 2. Educational displays and events that will illustrate the impact of brewing on the social and economic development of the nation.*

### **Chairman's Report on Achievements and performance**

The last 12 months have seen significant changes in the Trust's role and responsibilities as we have been faced with several short-term priorities and operational challenges. In addressing these challenges, we have recognised our own limitations and therefore started to develop strategies, structures, and a business plan to establish what needs to be in place for the collection to be properly managed and promoted in the longer term.

Given the Trust's limited resources, and the fact that so much has been achieved over the last 12 months, I feel I must begin by acknowledging the support the Trust has received during the year from the following:

- the small but dedicated team of ex-NBC volunteers who joined us at the beginning of the year,
- the support and goodwill of key members of staff from within both Molson Coors (MCBC) and East Staffs. Borough Council (ESBC),
- the commitment, determination, and vision of members of the Trust's executive and management committees.

To all these individuals I express my sincere thanks and appreciation.

In November 2022, the Trust assumed overall responsibility for the safeguarding of the brewing archives and artefacts stored on the Guild St. site. At the same time, we began a series of dialogues with both MCBC and ESBC, to seek a common vision of what the future might (and should) look like for the collection, whilst also seeking advice from relevant professional and national bodies in the museums, heritage and archive world.

Courtesy of MCBC, refurbished office facilities were rapidly made available to the Trust on the Guild St. site, providing us with an essential base from which to operate. Soon after, ESBC took out a 3-year lease on retail premises in the town centre (Station St.), with the intention of refurbishing these so they could

provide safe and secure storage for the archive element of the collection, until a more permanent solution could be put in place.

At the start of 2023 the Trust was faced with a number of immediate priorities.

The key first task was to recruit a Collections Officer, funded by MCBC, to advise the Trust on how best to ensure safe transfer of the archives to their new home, as well as best practice for managing both the archives and artefacts going forward. In April the Trust welcomed Laura Waters who joined us as an experienced museums and archives professional. Following an initial assessment of what we were trying to achieve and the challenges we were facing, Laura has subsequently become a key member of the team responsible for managing the transition from Guild St. to Station St. and helping us define what we need to have in place for the future.

Another immediate priority was to provide guidance and assistance to MCBC regarding the treatment of the collection as the Guild St. site was being prepared for redevelopment. We did this by in part by:

- reaching out to the various volunteer groups and individuals who had previously attended the NBC site, to seek their support and assistance in packing the archives in readiness for their relocation to the premises leased by ESBC in Station St. Again, my thanks and appreciation to those volunteers who have helped us in this task over the course of the year.
- working with MCBC staff to establish a safe and secure working environment for the volunteers on the Guild St. site,
- constructing a photographic register and inventory of the entire contents of what was previously known as the Brewing Gallery, together with the adjacent buildings, prior to their removal to safe storage elsewhere on site.

## Archive Preparation March to July 2023



The work to prepare the archives for their move is effectively complete there are some final bits and pieces to wrap up.



*Thanks to all the volunteers for a fantastic job in preparing the archives for the move...*



*... with a special thanks to Jane, Rowena and Chris...*



Preservation Equipment Ltd. have no more boxes nor supplies of acid free card...

The next challenge.....

Contents of the gallery last week	
Total No. Pallets	80
Total No. Boxes	2,274

+ 4+ pallets still to move

+ the contents of Trent House

**What is the best way to store more than 3,000 boxes, the contents of 100mtrs of bookshelves, and a dozen filing cabinets in Station Street?**

The slide above summarises the size of the task undertaken in the earlier part of the year with respect to the cataloguing, packing, and moving of the archives. At the same time plans were drawn up for the organisation and storage of the archives in their new home in Station St. ESBC asked the Trust to take on a sub-lease for these premises, which we agreed to do, although at the time of writing, we have still to sign the final version. Nevertheless, the “library” element of the NBC Collection has been transferred to Station St. and racking out the remaining rooms to accommodate the archives has commenced.

Running parallel with all the above, the Trust has tried to maintain a focus on those other activities which support our core goals:

- producing a single electronic catalogue/system of record for all the archives and artefacts constituting what was previously known as the National Brewery Collection, irrespective of their ownership and changes in location. Although work in this area has been ongoing since 2018, focussing on the archives, the closure of the site and relocation of many of the items, has emphasised the need to extend this work to embrace the artefacts;
- integrating the Trust's website with that of the archives to create a new website: [www.breweryheritage.com](http://www.breweryheritage.com). Work on this with our software supplier Orangeleaf has continued during the year, but the launch has been delayed, primarily due to a lack of resource;
- using the consolidated and rebranded [www.breweryheritage.com](http://www.breweryheritage.com) website as the basis for developing a linked network of brewing industry archives – a project funded via the Brewers' Co. from the BREF. During the summer the Trust hosted a meeting with representatives from three brewing companies who are keen to participate in this project as and when time permits.

A recurring factor in many of the activities reported above has been a lack of resource – in terms of both numbers and capabilities. This factor, coupled with an increase in “operational activities/demands”, especially as we transition to Station St. has highlighted the need for the Trust to change both its structure and ways of working.

In meetings with MCBC we have stated that ownership of the collection by the Trust is not a viable option in the short-term, and that we first need to develop a strategy and business plan to enable us to transition over the next year, and thereby set a foundation for the next 3 years to ensure and enable the active management and promotion of the collection.

The fact that the Trust is a registered charity, operating in the public interest, with a clearly defined set of objectives stands us in good stead, and any business plan needs to remain true to these principles. But we need to review how we operate, how we are governed and how we are financed, and make changes accordingly. This work is now underway.

Both corporate and personal membership of the Trust has remained relatively stable during the year, and I would like to thank all our members for their continued support during these challenging times. We have published 3 Newsletters during the year to try to keep members updated with developments and I must record the Trust's thanks to our Media Officer, Matt Simons, who sadly left us in September to pursue his career in teaching. We thank Matt for his input over the last 2 years and wish him every success for the future.

I would like to take this opportunity to again thank my fellow trustees and members of the Management Committee, together with our support workers and volunteers, for all their efforts during what has been an eventful, challenging but hopefully, at the end of it all, a worthwhile year.

Finally, I would like to record the Trust's delight at the recent announcement by ESBC of their approval for outline plans to develop the ex-Bass High St. site as a National Brewery Heritage Centre, and our determination to work with the Council and developers to ensure a safe and secure home and display area for the collection.

### **Risk Management**

The trustees have considered their risk to be low, owning minimal assets.

### **Reserves Policy**

Cost commitments are not made unless there are sufficient funds available to meet the expenditure. The Trust has no significant ongoing costs commitments other than the annual portal hosting, support and cloud storage costs for the online archive project. These can be terminated at short notice with no financial penalty, although the online archive would then not be supported technically and would not be online. The Trustees have agreed to maintain reserve of £6,000 representing approximately 1.5 times the Trust's annual commitment.

### **Data Protection**

The Trustees have satisfied themselves that the Trust meets the requirements of the Data Protection Regulations 2018. The Trust retains the information given by its members for the sole purpose of communicating with them about Trust matters. All details are in confidence to the Trust and will not in any circumstances be passed to third parties.

### **Statement of Trustees Responsibilities**

The trustees (who are also directors of NBHT) are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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

### **The Financial Statements for the year Ended 31<sup>st</sup> August 2023**

In preparing those financial statements, the trustees have:

- selected suitable financial policies and applied them consistently
- observed the methods and principles in the Charities' SORP
- made judgments and estimates that are reasonable and prudent:
- stated whether applicable accounting standards and statement of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepared the financial statements on the going concern basis.

The trustees have overall responsibility for ensuring that the charity has appropriate systems of control, financial and otherwise. They are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that financial statements comply with the Companies Act 2006. They are also responsible for the safeguarding of the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and breaches of the law and regulations.

Voluntary income has been received by way of subscriptions, donations and gifts and is included in full in the statements of financial activities when receivable. The value of services by volunteers has not been included.

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**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDING 31st August 2023**

		Unrestricted funds	Restricted funds	2023 Total funds	Unrestricted funds	Restricted funds	2022 Total funds
	Notes	£	£	£	£	£	£
<b>INCOME</b>							
Members Subscriptions:							
Corporate		2,400		2,400	2,400		2,400
Individual		1,525		1,525	1,375		1,375
Donations/grants	2	4,294	51,217	55,511	2,521	75	2,596
Total Membership and Donation Income		8,219	51,217	59,436	6,296	75	6,371
Other Income	3	1,188		1,188	1,041		1,041
<b>TOTAL INCOME excluding bank interest</b>		<b>9,407</b>	<b>51,217</b>	<b>60,625</b>	<b>7,337</b>	<b>75</b>	<b>7,412</b>
Bank interest		153		153	3		3
<b>TOTAL INCOME</b>		<b>9,560</b>	<b>51,217</b>	<b>60,778</b>	<b>7,340</b>	<b>75</b>	<b>7,415</b>
<b>EXPENDITURE</b>							
Purchase, restoration and documentation of archives and artefacts		329	90	418	450	409	859
Online/Linked Archive project	4	3,970	6,269	10,239		8,492	8,492
Costs relating to museum closure	5		19,186	19,186			
Cost of Sales of Goods sold	6	926		926	628		628
Website Costs		213		213	253		253
Marketing costs	7	1,010		1,010	135		135
Administration & General Expenses	8	1,134		1,134	493		493
<b>TOTAL EXPENDITURE</b>		<b>7,582</b>	<b>25,545</b>	<b>33,127</b>	<b>1,959</b>	<b>8,901</b>	<b>10,860</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>1,978</b>	<b>25,672</b>	<b>27,650</b>	<b>5,381</b>	<b>-8,826</b>	<b>-3,445</b>
Total Funds as at 1 September 2022		30,529	8,211	38,740	25,148	17,038	42,185
Total Funds as at 31 August 2023		<b>32,506</b>	<b>33,884</b>	<b>66,390</b>	<b>30,529</b>	<b>8,211</b>	<b>38,740</b>
<b>BALANCE SHEET AS AT 31 August 2023</b>							
<b>FIXED ASSETS</b>	9	1,536		1,536	1,536		1,536
<b>CURRENT ASSETS</b>							
Cash at Bank	10	31,643	30,980	62,623	29,227	8,605	37,833
Debtors	11		3,412	3,412			
Stock					253		253
<b>CURRENT LIABILITIES</b>							
Creditors	12	673	508	1,181	487	394	881
<b>NET ASSETS</b>		<b>32,506</b>	<b>33,884</b>	<b>66,390</b>	<b>30,529</b>	<b>8,211</b>	<b>38,740</b>

**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 AUGUST 2023**

**1 ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements have been prepared in accordance with the Charities SORP (FRSSE) Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities (the FRSSE) (effective 1 January 2015). The financial statements have been prepared under historic cost convention.

**Income**

All income is recognized in the Statement of Financial Activities once the charity has entitlement to the funds, and it is probable that the income will be received and the amount can be measured reliably.

**Debtors**

Other debtors are recognized at the settlement amount due. Prepayments are valued at the amount prepaid.

**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 appropriate headings as the charity falls below the charity audit threshold. Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

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**Creditors**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are recognized at their settlement amount.

**Taxation**

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

**Tangible Fixed Assets**

Heritage fixed assets are capitalised at the lower of cost and net realizable value. Assets with value below £1000 are not capitalized.

**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 objectives of the charity.

Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

	<b>2023</b>	<b>2022</b>
<b>2 GRANTS &amp; DONATIONS RECEIVED</b>		
For Online Archive Project		
BREF – for linked archive project	3,150	-
Other donations (<£100-)	-	25
	<hr/>	<hr/>
	3,150	25
MCBC re Museum Closure	48,067	-
For other projects	-	50
	<hr/>	<hr/>
Sub Total Project Specific funding received	51,217	75
Other donations	4,294	2,521
	<hr/>	<hr/>
	55,511	2,596
<b>3 OTHER INCOME</b>		
Sale of beer label coasters	849	579
Sale of pub photos / other sales	339	461
	<hr/>	<hr/>
	1,188	1,041
<b>4 ONLINE/LINKED ARCHIVE PROJECT</b>		
Annual hosting / Storage cost	2,160	2,160
Development costs	2,034	-
Consultancy costs	6,045	6,332
	<hr/>	<hr/>
	10,239	8,492
<b>5 MUSEUM CLOSURE</b>		
Collections Manager	6,605	-
Volunteer expenses	2,678	-
Consultancy costs	3,208	-
Office equipment	1,534	-
Artefact costs	1,527	-
Legal, insurance fees	1,990	-
Other costs	1,644	-
	<hr/>	<hr/>
	19,186	-
<b>6 COST OF GOODS SOLD</b>		
Coasters (produced to order when sales made) incl P&P	673	453
Write off of Christmas Card stock	253	-
Pub photos	-	175
	<hr/>	<hr/>
	926	628

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<b>7</b>	<b>MARKETING COSTS</b>		
	Pull up roller banners	722	-
	Other	288	135
		<u>1,010</u>	<u>135</u>
<b>8</b>	<b>ADMINISTRATION &amp; GENERAL EXPENSES</b>		
	Trustee Expenses	917	174
	Stationery & postage	62	155
	Paypal fees	28	27
	Companies House fees	13	0
	Other	114	136
		<u>1,134</u>	<u>493</u>
<b>9</b>	<b>FIXED ASSETS</b>		
	Worthington portraits valued at cost	1,536	1,536
<b>10</b>	<b>RESTRICTED FUNDS</b>		
	<b>Balance Remaining</b>		
	Carlsberg Vehicles	1,365	1,276
	Online archive project	-	3,411
	Online archive linked project	3,442	3,150
	Museum move	28,881	-
	Other projects	196	375
		<u>33,884</u>	<u>8,211</u>
	Less amount in debtors	3,412	-
	Plus amount in creditors	508	394
	Cash balance remaining	<u>30,980</u>	<u>8,605</u>
<b>11</b>	<b>DEBTORS</b>		
	MCBC	3,412	-
<b>12</b>	<b>CREDITORS</b>		
	Consultancy fees	508	394
	Coaster cost of sales	673	453
	Other	-	34
		<u>1,181</u>	<u>881</u>
<b>13</b>	<b>TRUSTEE'S REMUNERATION</b>		
	There were no trustees' remuneration or other benefits for the year ended 31 August 2023 nor for the prior year		
<b>14</b>	<b>RELATED PARTY DISCLOSURES</b>		
	There were no related party transactions for the year ended 31 August 2023 nor for the prior year.		
<b>15</b>	<b>CONTROL RELATIONSHIP</b>		
	The Charity was under the control of the Board of Trustees throughout the current and previous year.		
<b>16</b>	<b>COMPANY LIMITED BY GUARANTEE</b>		
	The company is limited by guarantee and does not have a share capital. In the event of the company being wound up, every member of the Charity undertakes to contribute such amount as may be required, not exceeding £10.		

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F. H. White, Chairman

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