

# **Weymouth Civic Society**

**(A Charitable Company Limited by Guarantee)**

## **Annual Report and Financial Statements**

**For the Year Ended 30 September 2022**

**Company number: 08137463**

**Charity Registered in England and Wales Number: 1148603**

# **Weymouth Civic Society**

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For the Year Ended 30 September 2022

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## **Weymouth Civic Society**

Reference and Administrative Details

For the Year Ended 30 September 2022

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### **Trustees/ Directors**

G Dewey  
J Farquharson  
M Foster  
Dr K Holdaway (Chair)  
C Moyle  
G Perry

### **Registered Office**

Tudor House  
3 Trinity Street  
Weymouth  
Dorset  
DT4 8TW

### **Charity Number**

1148603

### **Company Number**

08137463

### **Independent Examiner**

Michelle Ferris BSc (Hons) FCA DChA  
Albert Goodman LLP  
Leanne House  
6 Avon Close  
Weymouth  
Dorset  
DT4 9UX

### **Bankers**

Barclays Bank Plc  
2 St Mary Street  
Weymouth  
Dorset

**Report of the Trustees for the year ended 30 September 2022**

The Trustees present their annual report and financial statements of the Charity for the year ended 30 September 2022. The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association, the Charities Act 2011 and the Statement of Recommended Practice. Accounting and Reporting by Charities (SORP FRS 102- implemented 1 January 2019), and are in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006. The report covers activities for the period up to December 2022, although the finances only cover the financial year ending on 30 September 2022.

**Structure, governance and management**

Weymouth Civic Society was incorporated on 10 July 2012 and took over the functions of the original Weymouth Civic Society on 1 October 2012.

The Society is constituted as a company limited by guarantee, and is governed by Articles of Association, and rulings of the Charity Commission, for the public benefit.

The Charity's objects, as set out in its governing documents are:

- a) To stimulate public interest in the area.
- b) To promote high standards of planning and architecture in the area.
- c) To secure the preservation, protection, development and improvement of features of historic, natural or environmental interest in the area.
- d) To acquire buildings of historic interest in the area with a view to their maintenance and long term preservation and to open such buildings to the public with a view to increasing their appreciation and understanding of the local heritage.
- e) To undertake any relevant activities to further these objectives insofar as they shall be charitable. The Society's objects are specifically restricted as relating to the area of Weymouth and Portland and its surroundings; and
- f) To operate museums.

For the purpose of these accounts the Directors and Trustees are in fact one and the same. Where the word Trustee appears, the term Director is also implicitly inferred and vice versa. Directors who have served during the year and since the year end are as noted below:

Dr Keith Holdaway	Chair
Graham Perry	Vice Chair
Maxine Foster	Company Secretary
Chris Moyle	Treasurer
James Farquharson	Chair, Nothe Fort Management Committee
Graham Dewey	Board member for Health and Safety
Jonathan Turner	Board member for buildings and fabric (resigned 15 March 2022)
Gerald Mabb	Director (resigned 15 March 2022)
Pauline Crump	Chair, Planning and Environment Committee (resigned 21 September 2022)
Laura Hardy	Custodian, Tudor House (resigned 15 August 2022)
Ron Martin	Membership Secretary (resigned 15 March 2022)
James Graham	Director (appointed 17 August 2022 & resigned 6 January 2023)

### **Investment powers**

The Articles of Association provide the authority:

- To operate bank and other cash and deposit accounts and to set aside income as a reserve against future expenditure.
- To deposit or invest funds.

WCS does not currently invest any of its funds and all of our cash is held in bank accounts with a high street bank.

### **Chairman's Summary**

This year has seen the triumph of having Nothe Fort declared the best small visitor attraction in England by Visit England (formerly the English Tourist Board, if you are as old as me!). We did not achieve it in this year alone. It was built on the foundations laid by the original volunteers who brought the Fort back from a ruin, by a series of people who have improved what is on offer, the reputation and the enjoyment to be had there. The tipping point for the award, ahead of several other splendid museums, was our community involvement. I have been moved by the ceremonies held, thrilled by concerts and held in awe of the moon, held captive in circle of stone. The Fort's reputation with visitors has now been nationally recognised. Congratulations to everyone who has contributed in any way to this wonderful achievement.

This sense of community involvement led the Society to make entry to Tudor House free to all. We request a donation towards the upkeep, and so successful has been this approach that we have had to make a bigger donation box as the first one filled up too quickly. Donations just about equalled our costs as we employed someone a few hours a week to coordinate and support the volunteers who worked on Fridays and Sundays to open the building. It was great to hear from volunteers how free entry had increased the number of visitors and far from complaining about the extra work, they said how much more interesting the work had become with so many, very diverse, visitors filling their day.

Just as the visitor experience has been developed at Nothe Fort, we are researching the history of the building, focussing on identifying the people who have lived there to enable us to bring the House to life through their stories. We are exploring how we can expand the space, perhaps utilising the back courtyard and re-purposing the areas closed to the public.

We were delighted to resume our member meetings with a fascinating explanation of the work being carried out to build flood resilience in Weymouth. We will organise a series of meetings through 2023 to explore the issues around planning so that people can take a more informed role in public consultations. Meanwhile the Nothe Fort will continue to organise talks on historical topics

Finally, I had to agree with Mr Gove, the Secretary of State for Levelling Up, Housing and Communities, when he observed that opposition to new housing developments could be reduced if builders focused more on design and the “heart and soul” of places. He went on to complain of “indifferent and insipid” planning and design. These issues are at the heart of the work of our Planning and Environment Committee, who critique planning applications and who identify excellent developments and recognise them with our awards, certificates of merit and commendations. Regrettably, our best efforts still fail to prevent some of the worst examples of building. One only has to think of the new children’s home and services hub in Dorchester Road, built by the Local Authority. We recognise that they were constrained by budget cuts that prevent them from doing anything but the minimum, but it is to be hoped that those responsible are as disappointed with their efforts as we are. Contrast that with the quality of our past winners in Portland, Chickerell and Weymouth, where attractive buildings of local character have been arranged to form wonderful places to live.

Since we don’t have a “stick” big enough to have much effect I believe we must work mostly with the “carrot” of recognising excellence wherever and whenever we see it.

## **Achievements and performance**

### **Board Members**

2021-22 was a year with considerable change in the Board of WCS with some stalwart members of the Board retiring for a range of reasons.

Gerald Mabb stood down at the last AGM in March 2022 due to declining health and it was great sadness that we had to report his death in the Autumn. Gerald had been a Board member since 2005 and the Secretary as recently as 2019. He played an important role during 2012 in ensuring that Nothe Fort benefitted from its role in the Olympics, and he was a strong advocate for Weymouth and Portland in everything that he did.

Jonathan Turner stood down from the Board but has remained as the ‘Surveyor of the Fabric’ responsible for the physical well-being of Nothe Fort and Tudor House.

Laura Hardy stood down as the Custodian of Tudor House during the summer due to the pressures of combining work with her volunteer activities but plans to continue to Tudor House support research activities. She has already made a significant contribution to our understanding of the property and its history.

Pauline Crump stood down from the Board and also from the Planning Committee at the end of September. Pauline had first joined the Board in 2009 and had been willing at different times to fill the roles of Secretary, Treasurer and Chair of the Planning and Environment Committee when it was needed, as well as leading walks. Her enthusiasm for the history of Weymouth was probably only matched by her husband Jim.

James Graham joined the Board in March 2022 and immediately contributed energy and enthusiasm but sadly the need to support older family members in the London area meant that he did not feel that he was able to remain on the Board and he resigned in Autumn.

Chris Wilson agreed to be co-opted as the Custodian of Tudor House and meetings of the Tudor House Committee have been re-started.

### **Planning and Environment**

We were pleased to be able to present the 2020 and 2021 awards during the year, and we intend to move the awards event to the early summer during 2023.

Other local issues continue to cause concern: the threat of the Portland Incinerator to our area still looms. There has been little or no progress on the development of Brewers' Quay and the North Quay Council Office sites and the scale of the proposed solar farm and battery facility at Chickerell is giving us some concerns, even though we are supportive of renewable energy schemes.

The Planning Committee's bi-monthly News is sent to members by email and appears on the Society's website, giving a regular and more detailed overview of our activities.

Pauline Crump stood down from the WCS Board at the end of September and also from her role as Chair of the Planning and Environment Committee. We are grateful for her work over the past 14 years in a range of different roles on the committee.

### **Membership Activities**

Membership numbers have dropped slightly in the last year with 127 members compared with 137.

Unfortunately, Covid -19 restrictions have curtailed meetings but our first members' evening since early 2020 was held just before Christmas. We are hoping to organise a more comprehensive series of meetings during 2023, as well as the historical talks organised by Nothe Fort.

Dinah Ellis continues as Editor of the Newsletter, and recent issues have benefitted from a wide range of articles of local interest and we have continued to provide email updates on the Society activities and topics of interest to members.

### **Nothe Fort**

Nothe Fort saw its first year of full opening after the Covid-19 Pandemic. It was the 150th anniversary of the completion of the Fort in 1872 and was commemorated with a special exhibition.

It was a very successful year with a record numbers of visitors (74, 484). We won the 'Visit England' Gold Award for Best Small Visitor Attraction as well as several local awards. Visitor numbers were up 26% on the previous year and, even though a part of the increase was due to COVID restrictions in the previous year, we believe that the underlying increase in numbers was more than 15%.

### **Conservation of Nothe Fort and the collection**

A full conservation survey was completed in October 2021, just in time for a grant application to Arts Council England's 'MEND' fund in October 2021. Although we were not successful, we were encouraged to submit a second MEND application in October 2022. The work covered by our application should significantly reduce the impact of damp on the premises and reduce our energy bills. We will know whether we have been successful in Q1, 2023.

Staff and volunteers were given advice and training by a specialist conservator so that they could take part in an extensive project to restore the rampart guns. The review of collections continues to take place, and some objects that are not directly relevant to Nothe Fort being de-acquisitioned and transferred to more appropriate museums. Volunteers continued with extensive research on the building, the people who served here and the collections. An area of expansion in 2022 was the Fort's Cold War history, with the acquisition of material related to the nuclear shelter and oral history recording.

## **Weymouth Civic Society**

### **Trustees' Report**

For the Year Ended 30 September 2022

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#### **Public accessibility and engaging everyone in Nothe Fort's history**

Progress has been made with developing the interpretation at Nothe Fort and an Interpretation and Exhibitions Manager has been appointed on a temporary two-year contract. The role will be shared between Nothe Fort and Tudor House. A new guidebook was published and new displays were installed in casemates 19 to 21 and the gundeck. Outdoor interpretation panels were completed.

School groups visits continued with the Evacuee Experience, and a new Victorians' session for younger KS1 pupils was piloted. 50 school groups attended the Evacuee Experience. We also worked with Wey Valley School and Weymouth College's Travel & Tourism BTEC course and we were delighted to be part of the Artistic Labourers project which culminated in a 'takeover' evening in March. We were delighted to work with Bincombe Valley Primary School and local business Bella's Bespoke Pottery to create a poppy plaque for Remembrance Sunday and offered the whole school a free visit for Remembrance.

We offered tailored sessions to local special needs groups such as Muntsey's adult group, and 838 visitors visited for free when we held our annual Heritage Open Day in September. As a pilot project we took part in the extension of the Kent 'Wheels of Time' children's badge collecting scheme to Dorset.

Historic England praised on our accessibility in a newsletter. This is partly due to the provision of a lift to all floors. New louvre vents partially solved an ongoing problem of operating the lift in hot weather, but further refurbishment is needed to ensure we continue to provide full access to the ramparts and the magazine. This is planned to be completed before the full Summer season has started, and will use internally generated funds.

#### **Realising Nothe Fort's potential as a cultural venue**

The season opened with a very successful family Easter Egg Hunt, and was followed in May with a partnership with local art group ArtWey as part of Dorset Arts Week. The Platinum Jubilee events, which included an exhibition and family activities, the creation of an artwork in the parade ground and Jubilee cream teas sold at Fort View café, proved hugely popular and the civic event and beacon-lighting run in partnership with Weymouth Town Council was watched by 20,000 people via a livestream.

Special events that are included in the ticket price continued to provide a big draw. The family science events and Victorian weekend were very popular and the Halloween events during the October half-term have helped it to become as busy as the summer high season.

The Fort was used as a venue for new events, including a film premiere event for the British Sailing Team, Wey Valley Leavers Prom and a series of Jazz and Rock gigs organised by local musician Ben Waters. We also hosted a production of Gilbert and Sullivan's Mikado and several exhibitions of paintings and photographs.

We enjoyed hosting Nothe Fort's first dog show, partnering with the Weymouth branch of 'Dog Friendly Social'. The event was perfect for our dog-friendly venue, and was such a success that we plan to grow it in future years.

We would like to thank the Nothe Fort Artillery for all their hard work during the year. Their public demonstrations twice a month at the Fort are a real highlight to our visitors and bring the Fort to life. They have also re-commenced their firings at Portland Port to welcome passengers on incoming cruise ships to our area of Dorset.



### **Staffing and volunteers**

In 2021-22 we said goodbye to Stuart Hiscock (Caretaker), Sophie Hinde (Curator) and Claire Young (Deputy General Manager), who moved to new jobs. We thank them for all their hard work and commitment.

New appointments this year were Garth Langton (Caretaker), Emma Murgatroyd (Visitor Experience Co-ordinator), Amanda Evans (Head of Visitor Services) and Jessica Bleasdale (Interpretation & Exhibitions Manager).

Our Kickstart scheme employees came to the end of their 6-month placement. We were delighted to involve Bradley Arnold, Lily Dell, Guido Deremaux and Emily Hunt in the Fort and thank them for their work. We did take a second batch of Kickstart employees in 2022, but this proved to be less successful and none of the placements lasted for the full 6 months.

127 volunteers were part of the Nothe Fort team this year. They give a massive contribution of time in all areas. This is in addition to the Nothe Fort Artillery Volunteers. We are hugely grateful for the contribution of all of our Volunteers without whom Nothe Fort could not survive in its current form.

### **Tudor House**

Tudor House re-opened to the public on 31 July 2022, having been closed during the 2020 and 2021 seasons due to the difficulty of accommodating visitors with Covid-19 social distancing requirements. The house was open to the public on Sundays and Fridays through the summer season. Reviews on Facebook and Google were very good (except for a couple on Google written by people who had tried to visit the museum when it was closed), with extremely positive comments about the knowledge and friendliness of the volunteer guides.

Laura Hardy stood down as Custodian and Guido Deremaux, who had been one of the Nothe Fort Kickstart team, was paid for one day a week for 8 weeks to support the Tudor House volunteers to get Tudor House up and running again. Our thanks to all the volunteers who helped out this year. As with Nothe Fort, Tudor House would not be able to operate without volunteers.

The decision was made to admit visitors free and request donations instead. These donations generated enough income to cover our summer operating costs. We also received a generous donation of £564 from 'Trusting in Waves' and £100 from our local MP (Richard Drax). The 'Trusting In Waves' donation was raised from a concert held at the Pavilion.

WiFi has been installed, enabling donations by card-reader, as well as the installation of alarm systems planned in Q1, 2023.

Repairs and maintenance activities continued as needed, with repairs to the roof, fireproofing under the stairs, insulation of the loft space and painting of the downstairs window frames. We undertook some exploratory work on the wall covering and have installed new transparent covers so that the underlying wall can be seen. De-humidifiers were used in the kitchen and bathroom to regulate moisture levels. All work on the listed building required applications to the council for approval.

The Tudor House committee was not able to operate during COVID restrictions and decisions were made by the WCS Board. It is hoped that the committee will be able to re-start fully in 2023.

Having received government grants over the Covid-19 closure periods, Tudor House is now able to invest in further interpretation of the building and collections. A shared post with Nothe Fort has enabled the appointment of an Interpretation Manager with responsibility for developing the story of Tudor House through time. Volunteers will be involved in future plans for re-display of the rooms.

## **Financial review**

We were successful in diversifying our income streams with both Nothe Fort and Tudor House receiving grants during the year.

During the year the charity raised income of £505,029 (2021: £439,090) and incurred expenditure of £440,520 (2021: £462,554). This therefore generated a surplus of £64,509 (2021: deficit of £23,464) of which a deficit of £2,723, after transfers, was unrestricted (2021: surplus of £67,548). The charity's bank and cash balances at 30 September 2022 stood at £590,933 (2021: £497,031) and total charitable funds at this date amounted to £906,058 (2021: £841,549), of which £321,372 (2021: £254,140) were restricted.

## **Risk management**

Systems and procedures are continuously revised and updated. In particular, we have continued to improve our use of the Xero accounting system at Nothe Fort.

We remain with Aviva as our insurer although the premium increased significantly following the end of our 3-year arrangement with them and the return to pre-COVID numbers of events, coupled with higher attendances.

## **Reserves policy**

At the year end the charity had total funds of £906,058 (2021: £841,549), of which £410,503 (2021: £413,049) was free reserves.

WCS activities are starting to recover from the COVID-restrictions with Nothe Fort and Artillery Volunteers now more comparable to pre-COVID levels, although WCS and Tudor House are still catching up.

Nothe Fort has had an extremely successful year, although the finances have been supported by a lower-than-normal expenditure on building projects as we build our funds so that we can complete the upgrade to the lift in FY23.

## **Public benefit**

The Trustees consider that the Charity's aims, objectives and activities comply with the Charity Commissions guidance on public benefit. Weymouth Civic Society has continued to promote improvements in the built environment of Weymouth and Portland through its planning activities and through its management of its two museums: Tudor House and Nothe Fort. All decisions taken by the Trustees have taken due regard to the Charity Commission's public benefit requirements.

## **Weymouth Civic Society**

### **Trustees' Report**

For the Year Ended 30 September 2022

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#### **Statement of Trustees' responsibilities**

The Trustees (who are also directors of Weymouth Civic Society for the purposes of company law) are responsible for preparing the Trustees' Report (incorporating the directors' report) and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (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 income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

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

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Small Company**

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

This report was approved by the Board of Directors on 29 March 2023 and signed on their behalf by:

Dr H K Holdaway  
Chair and Director

C Moyle  
Treasurer and Director

## **Weymouth Civic Society**

Independent Examiners Report to the Trustees  
For the Year Ended 30 September 2022

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I report to the charity trustees on my examination of the accounts of Weymouth Civic Society ("the Company") For the year ended 30 September 2022.

### **Responsibilities and basis of report**

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

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

### **Independent examiner's statement**

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

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

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

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

Michelle Ferris BSc (Hons) FCA DChA  
Albert Goodman LLP

Date: 13 April 2023

Leanne House  
6 Avon Close  
Weymouth  
Dorset  
DT4 9UX

**Weymouth Civic Society**

## Statement of Financial Activities (including Income &amp; Expenditure account)

For the Year Ended 30 September 2022

	Notes	Unres- tricted £	Res- tricted £	Total 2022 £	Unres- tricted £	Res- tricted £	Total 2021 £
<b>Income from:</b>							
Donations	2	2,321	26,210	28,531	335	12,069	12,404
Investment income	3	9	1,370	1,379	42	1,613	1,655
Charitable activities	4	20,139	454,976	475,115	25,488	399,528	425,016
Merchandise income		4	-	4	15	-	15
<b>Total income</b>		<b>22,473</b>	<b>482,556</b>	<b>505,029</b>	<b>25,880</b>	<b>413,210</b>	<b>439,090</b>
<b>Expenditure</b>							
Merchandise costs		340	-	340	-	-	-
Charitable activities	5	24,856	415,324	440,180	9,764	452,790	462,554
<b>Total expenditure</b>		<b>25,196</b>	<b>415,324</b>	<b>440,520</b>	<b>9,764</b>	<b>452,790</b>	<b>462,554</b>
<b>Net movement in funds/ net income/(expenditure)</b>		<b>(2,723)</b>	<b>67,232</b>	<b>64,509</b>	<b>16,116</b>	<b>(39,580)</b>	<b>(23,464)</b>
Transfers between funds		-	-	-	51,432	(51,432)	-
		<b>(2,723)</b>	<b>67,232</b>	<b>64,509</b>	<b>67,548</b>	<b>(91,012)</b>	<b>(23,464)</b>
<b>Reconciliation of funds</b>							
Fund balances at 1 October 21		587,409	254,140	841,549	519,861	345,152	865,013
<b>Fund balances at 30 September 22</b>		<b>584,686</b>	<b>321,372</b>	<b>906,058</b>	<b>587,409</b>	<b>254,140</b>	<b>841,549</b>

The statement of financial activities has been prepared on the basis that all operations are continuing operations. There were no gains or losses arising in the year that are not shown above.

The statement of financial activities incorporates the income and expenditure account.

**Weymouth Civic Society (Company registration number: 08137463)****Balance Sheet**

As at 30 September 2022

	Notes	Total 2022 £	Total 2021 £
<b>Fixed assets</b>			
Tangible fixed assets	8	303,433	321,783
Investments	9	1	1
		<hr/>	<hr/>
		303,434	321,784
<b>Current assets</b>			
Stock	10	2,758	925
Debtors	11	23,461	32,624
Cash at bank and in hand	12	590,933	497,031
		<hr/>	<hr/>
		617,152	530,580
<b>Liabilities</b>			
Creditors falling due within one year	13	(14,528)	(10,815)
		<hr/>	<hr/>
Net current assets		602,624	519,765
		<hr/>	<hr/>
Net assets		906,058	841,549
		<hr/>	<hr/>
<b>The funds of the charity</b>			
Restricted income funds	14	321,372	254,140
Unrestricted funds	14	584,686	587,409
		<hr/>	<hr/>
		906,058	841,549
		<hr/>	<hr/>

These accounts have been prepared and delivered in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

For the year ending 30 September 2022 the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006. The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

Approved by the Board on 29 March 2023 and signed on their behalf by:

Dr H K Holdaway  
Chair and Director

C Moyle  
Treasurer and Director

**Weymouth Civic Society**  
Statement of Cash Flows  
For the Year Ended 30 September 2022

		2022 £	2021 £
	Notes		
<b>Cash flows from operating activities</b>			
Net movements in funds for the year		64,509	(23,464)
Adjustments to cash flows from non-cash items:			
Depreciation and amortisation	8	22,325	25,946
Finance income		(1,379)	(1,655)
		<u>85,455</u>	<u>827</u>
Working capital adjustments:			
(Increase)/decrease in stock	10	(1,833)	1,142
(Increase)/decrease in debtors	11	9,163	(10,666)
Increase/(decrease) in creditors	13	3,713	4,647
		<u>96,498</u>	<u>(4,050)</u>
<b>Cash flows from investing activities</b>			
Interest received		1,379	1,655
Purchase of fixed assets	8	(3,975)	(61,674)
		<u>(2,596)</u>	<u>(60,019)</u>
Net cash flow from investing activities			
		<u>93,902</u>	<u>(64,069)</u>
Net (decrease)/increase in cash and cash equivalents			
		<u>497,031</u>	<u>561,100</u>
Cash and cash equivalents at the beginning of the reporting period			
		<u>590,933</u>	<u>497,031</u>
Cash and cash equivalents at the end of the reporting period			
		<u>590,933</u>	<u>497,031</u>
<b>Cash &amp; Cash equivalents reconciliation:</b>			
Cash at bank		590,933	497,031
		<u>590,933</u>	<u>497,031</u>
Total cash & cash equivalents at the end of the reporting period		<u>590,933</u>	<u>497,031</u>

## **1. Accounting policies**

### **1.1 General information and basis of accounting**

Weymouth Civic Society is a company limited by guarantee incorporated in the United Kingdom under the Companies Act. Each member of the charity undertakes to contribute a maximum of £1 to the charity's assets if it should be wound up while they are a member or within one year after they cease to be a member. The address of the registered office is given on page 1. The nature of the charity's operations and its principal activities are set out in the Trustees Report on pages 2-9.

The financial statements have been prepared on the historical cost basis and in accordance with the 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) - (Charities SORP (FRS 102)) and the Companies Act 2006.

The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

### **1.2 Group accounts**

The charity is part of a small group. The charity has taken advantage of the exemption provided by Section 398 of the Companies Act 2006 and the Charities Act 2011 and has not prepared group accounts.

### **1.3 Income**

Income from grants and donations is recognised in the year in which they are receivable when there is evidence of entitlement, receipt is probable and the amount can be reliably measured. Where income has not been received for gift aid claims relating to donations received in the year, income is accrued.

Income from government support measures for Covid-19 are recognised under the accruals model resulting in income being recognised on a systematic basis over the period in which the related costs are incurred for which the grant is compensating.

Income from grants and government grants, where 'capital' or 'revenue', is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred. Where no conditions are attached to grant income they are recognised within grants, donations and legacies and where conditions relating to performance of services are attached, grant income is recognised income from charitable activities within the Statement of Financial Activities.

Merchandise income is recognised on delivery of the goods, with event income being recognised at the date of delivery of the event.

Gifts in kind donated for the museum displays of the charity are included at a deemed value where this can be quantified and are brought to account when received.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity.



The charity receives income from its subsidiary under gift aid and it is recognised upon physical receipt.

**1.4 Expenditure**

Expenditure is accounted for on the accruals basis. Liabilities are recognised in the accounting period to which they relate.

Merchandise costs comprise the costs of acquiring stock which is sold.

Charitable activity expenditure comprises costs incurred by the charity in delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and costs of an indirect nature necessary to support them. Support costs include finance, administration and governance costs and are allocated to the charitable services equally.

**1.5 Fixed assets and depreciation**

Freehold property and equipment/display items in respect of the museum are considered to have indefinitely long useful lives and estimated residual values not materially different from the carrying amounts of the assets. Consequently, such assets are not depreciated. See note 8 for a breakdown of items not depreciated, as residual assets are depreciated in line with the policy below.

Depreciation of other tangible fixed assets is provided at the following annual rates in order to write off each asset over its estimated useful life:

Leasehold improvements	20% straight line
Equipment/displays	20% straight line
Office equipment	20% straight line
Plant & machinery	20% straight line
Fixtures & fittings	20% straight line

**1.6 Stock**

Stock consists of purchased goods for resale. Stocks are valued at the lower of cost and net realisable value, after making allowances for obsolete and slow moving stock.

**1.7 Debtors**

Trade and other debtors are recognised at the settlement amount due and prepayments are valued at the amount prepaid.

**1.8 Cash at bank and in hand**

Cash at bank and in hand comprise cash on hand and call deposits that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

**1.9 Creditors**

Creditors and provisions 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.

## **Weymouth Civic Society**

### Notes to the Financial Statements

For the Year Ended 30 September 2022

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#### **1.10 Defined contribution pension**

A defined contribution pension is a pension plan under which fixed contributions are paid into a pension fund and the charity has no legal or constructive obligation to pay further contributions even if the fund does not hold sufficient assets to pay all employees the benefits relating to employee service in the current and prior periods.

Contributions to defined contribution plans are recognised as staff pension expense through the profit and loss when they are due.

#### **1.11 Taxation**

As a registered charity, the company is not liable to corporation tax or capital gains tax to the extent that its income and gains are applicable to charitable purposes only. Value Added Tax is not recoverable by the charity and is therefore included within the relevant costs in the Statement of Financial Activities.

#### **1.12 Fund accounting**

Unrestricted funds are incoming resources for the objects of the charity without further specified purpose and are available as general funds.

Restricted funds are incoming resources to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund together with a fair allocation of management costs.

The charity leases the Nothe Fort from Dorset County Council. The lease provides for a yearly rent of one peppercorn (if demanded) and so to all intents and purposes the charity occupies the premises rent free. In return however the charity covenants to carry out such day to day repairs and programmed routine maintenance of the premises as can be financed from sub-letting parts of the premises, entry fees and other income derived from admission of the public to the premises whilst also having regard to the need to finance the administration, promotion, improvement and presentation of the premises and to finance the museum collection out of the income. The lease further stipulates that the charity must set aside any remaining finances accruing from the yearly income into a fund for the purpose of carrying out any works that may from time to time be required to comply with statutory requirements and for other purposes of the charity in relation to its obligations to repair and maintain the premises.

The lease therefore places a restriction over the income derived from the Nothe Fort. Accordingly, that income is reported as restricted incoming resources in the charity's statement of financial activities.

#### **1.13 Financial instruments**

The charity only holds basic financial instruments as defined in FRS 102. The financial assets and liabilities of the charity and their measurements are as follows:

Financial assets – trade and other debtors and accrued income are basic financial instruments and are debt instruments measured at amortised cost. Prepayments are not financial instruments.

Cash at bank and deposit accounts– is classified as a basic financial instrument and is measured at face value.

Financial liabilities – trade creditors, accruals and other creditors are financial instruments, and are measured at amortised cost. Taxation and social security are not included in the financial instruments disclosure definition.

**Weymouth Civic Society**  
Notes to the Financial Statements  
For the Year Ended 30 September 2022

**2. Donations**

	<b>Unres- tricted £</b>	<b>Res- tricted £</b>	<b>Total 2022 £</b>	<b>Unres- tricted £</b>	<b>Res- tricted £</b>	<b>Total 2021 £</b>
Donations	2,321	1,367	3,688	335	438	773
Donations from subsidiary	-	24,843	24,843	-	11,631	11,631
	<u>2,321</u>	<u>26,210</u>	<u>28,531</u>	<u>335</u>	<u>12,069</u>	<u>12,404</u>

**3. Investment income**

	<b>Unres- tricted £</b>	<b>Res- tricted £</b>	<b>Total 2022 £</b>	<b>Unres- tricted £</b>	<b>Res- tricted £</b>	<b>Total 2021 £</b>
Deposit interest	9	20	29	42	263	305
Loan interest received	-	1,350	1,350	-	1,350	1,350
	<u>9</u>	<u>1,370</u>	<u>1,379</u>	<u>42</u>	<u>1,613</u>	<u>1,655</u>

**Weymouth Civic Society**

## Notes to the Financial Statements

For the Year Ended 30 September 2022

**4. Income from charitable activities**

	<b>Unres- tricted £</b>	<b>Res- tricted £</b>	<b>Total 2022 £</b>	<b>Unres- tricted £</b>	<b>Res- tricted £</b>	<b>Total 2021 £</b>
Grants:						
Dorset Council Grant*	-	20,000	20,000	17,431	20,000	37,431
Kickstarters Grant	-	18,291	18,291	-	13,866	13,866
Lockdown Grant	-	2,667	2,667	-	9,431	9,431
Weymouth Town Council	-	555	555	-	-	-
Covid 19 grant*	2,667	-	2,667	-	8,000	8,000
Historic England Grant	-	-	-	-	18,690	18,690
Steps to sustainability grant	-	10,000	10,000	-	-	-
Weymouth & Portland Heritage group	-	3,000	3,000	-	-	-
Weymouth & Portland Museums	-	-	-	-	750	750
	2,667	54,513	57,180	17,431	70,737	88,168
Subscriptions	1,400	-	1,400	1,496	-	1,496
Entry fees for museums	-	338,235	338,235	-	278,718	278,718
Events and activities	15,530	5,374	20,904	5,150	7,520	12,670
Rental income	-	12,601	12,601	-	10,931	10,931
Sundry income	2	-	2	1,125	-	1,125
Tax reclaim	540	29,253	29,793	286	11,061	11,347
Contributions from NFTC	-	15,000	15,000	-	15,000	15,000
Coronavirus Job Retention Scheme*	-	-	-	-	5,561	5,561
	20,139	454,976	475,115	25,488	399,528	425,016

During the year, £nil was received from the government under the coronavirus job retention scheme (2021: £5,561). In addition, further small business grants of £5,334 were received in the year (2021: £8,000).

\*Denotes Government Grant

**5. Expenditure on charitable activities**

	Unres- tricted £	Res- tricted £	Total 2022 £	Unres- tricted £	Res- tricted £	Total 2021 £
<b>Operation of Nothe Fort, Tudor House and Society activities:</b>						
Wages and salaries	-	224,012	224,012	-	211,695	211,695
Rates	196	5,415	5,611	32	1,105	1,137
Insurance	1,491	6,083	7,574	1,513	6,021	7,534
Light, heat, and telephone	747	22,258	23,005	291	22,318	22,609
Cleaning	-	4,768	4,768	191	3,272	3,463
Repairs and maintenance	5,858	24,492	30,350	6,100	50,399	56,499
Security costs	414	9,162	9,576	-	1,065	1,065
Plaques and awards	737	-	737	-	-	-
Displays and events	251	16,688	16,939	-	35,584	35,584
Office and support	134	11,828	11,962	-	6,456	6,456
Advertising	90	12,223	12,313	137	17,811	17,948
Computer costs	-	-	-	-	19,908	19,908
Travelling and subsistence	830	652	1,482	-	175	175
Bank and credit card charges	53	5,989	6,042	-	4,397	4,397
Staff/volunteer welfare & training	-	14,531	14,531	-	12,247	12,247
Sundry expenses	22	139	161	397	10,088	10,485
Licences	-	-	-	-	367	367
Education	-	1,156	1,156	-	-	-
Subscriptions	459	7,953	8,412	227	383	610
Depreciation	180	22,145	22,325	180	25,766	25,946
Volunteers dinner and outings	159	-	159	-	1,131	1,131
HR consultancy	-	-	-	-	1,044	1,044
Professional fees	-	13,261	13,261	-	19,434	19,434
Museum and Collections	12,142	10,904	23,046	-	-	-
<b>Governance costs:</b>						
Accountancy fees	489	1,469	1,958	538	1,531	2,069
Independent examiner fees	200	600	800	158	593	751
	<u>24,452</u>	<u>415,728</u>	<u>440,180</u>	<u>9,764</u>	<u>452,790</u>	<u>462,554</u>

**6. Wages and salaries**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Wages and salaries	210,302	200,154
Social security costs	13,710	11,541
	<u>224,012</u>	<u>211,695</u>

The average weekly number of staff employed by the charity during the year was 15 (2021 – 12).

No employee received emoluments of more than £60,000 during the year (2021 – none)

The key management personnel of the charity comprises the general managers of Nothe Fort, whose employee benefits totalled £42,329 (2021 – £37,749). Part of the increased benefits for the general managers was caused by increased hours for the general managers.

**7. Related party transactions**

No trustees were paid any remuneration for their role (2021 – none), and none received any reimbursed expenditure (2021 – none).

Nothe Fort Trading Company Limited  
(a wholly owned subsidiary of the charity)

The following amounts were received from Nothe Fort Trading Company Limited during the year:

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
HR services provided (staff re-charge)	12,000	12,000
Rent of shop and property	3,000	3,000
Donation of profit	24,843	11,631
Interest on loan (see below)	1,350	1,350
	<u>41,193</u>	<u>28,031</u>

The charity provided Nothe Fort Trading Company Limited with a loan of £15,000 in the period to 30 September 2020. Interest is charged on this loan at 9%, payable annually.

At the balance sheet date the amount due from Nothe Fort Trading Company Limited was £15,000 (2021 – £15,000), in addition, the Trust owes Nothe Fort Trading Company Limited £4,450 at the year end (2021: £nil).

## 8. Tangible fixed assets

	Freehold property £	L'hold Improve- ments £	Office equipment £	Plant & machinery £	Fixtures & fittings £	Equipment /displays £	Total £
<b>Cost</b>							
As at 1 Oct 21	136,000	209,713	31,803	3,681	62,063	39,800	483,060
Additions	-	2,715	1,260	-	-	-	3,975
As at 30 Sep 22	136,000	212,428	33,063	3,681	62,063	39,800	487,035
<b>Depreciation</b>							
As at 1 Oct 21	-	71,826	31,371	2,053	54,587	1,440	161,277
Charge for year	-	18,264	551	736	2,594	180	22,325
As at 30 Sep 22	-	90,090	31,922	2,789	57,181	1,620	183,602
<b>Net book value</b>							
As at 30 Sep 22	136,000	122,338	1,141	892	4,882	38,180	303,433
As at 30 Sep 21	136,000	137,887	432	1,628	7,476	38,360	321,783

Freehold property of £136,000 represents the deemed cost brought forward of Tudor House, Weymouth, based on a valuation undertaken in 1998.

Leasehold improvements and equipment/display items include £38,000 in respect of the contents of Tudor House and £39,299 in respect of items at the Nothe Fort – neither of the equipment/display items nor the property are depreciated, in line with stated accounting policy.

## 9. Investments

The charity holds 1 share of £1 in its wholly owned trading subsidiary company Nothe Fort Trading Company Limited, which is incorporated in the United Kingdom. The principal activity of the company is providing trading activities for Nothe Fort. The profit for the year ended 31 March 2022 for Nothe Fort Trading Company Limited was £24,843 after tax (£11,631 for the period to 31 March 2021), and reserves were £34,270 (£21,058 as at 31 March 2021).

The charity has taken advantage of the exemption provided by Section 398 of the Companies Act 2006 and Charities Act 2011 and has not prepared group accounts.

**10. Stock**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Stock held for resale	2,758	925
	<u>2,758</u>	<u>925</u>

**11. Debtors**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Other debtors	12,503	17,624
Prepayments	408	-
Amounts due from subsidiary company	10,550	15,000
	<u>23,461</u>	<u>32,624</u>

**12. Cash at bank and in hand**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Bank accounts	302,203	203,996
Bank deposit accounts	285,107	289,475
Cash in hand	3,623	3,560
	<u>590,933</u>	<u>497,031</u>



**13. Creditors falling due within one year**

	<b>Total 2022 £</b>	<b>Total 2021 £</b>
Trade creditors	7,230	2,423
Accruals	3,499	8,392
Social security & other taxes	3,799	-
	<u>14,528</u>	<u>10,815</u>

**14. Analysis of charitable funds – 2022**

	<b>Opening Balance 01/10/21 £</b>	<b>Incoming Resources £</b>	<b>Outgoing Resources £</b>	<b>Transfers £</b>	<b>Closing Balance 30/09/22 £</b>
<b>Restricted funds</b>					
Casemate frames	60,000	-	-	(60,000)	-
Toilet facilities	100,000	-	-	(100,000)	-
Kickstarters grant	-	18,291	(18,291)	-	-
Weymouth & Portland Heritage group	-	3,000	-	(3,000)	-
Nothe Fort general operations	94,140	461,265	(397,033)	163,000	321,372
<b>Total restricted funds</b>	<u>254,140</u>	<u>482,556</u>	<u>(415,324)</u>	<u>-</u>	<u>321,372</u>
Unrestricted funds	587,409	22,473	(25,196)	-	584,686
<b>Total funds</b>	<u>841,549</u>	<u>505,029</u>	<u>(855,844)</u>	<u>-</u>	<u>906,058</u>

**Analysis of charitable funds – 2021**

	<b>Opening Balance 01/10/20 £</b>	<b>Incoming Resources £</b>	<b>Outgoing Resources £</b>	<b>Transfers £</b>	<b>Closing Balance 30/09/21 £</b>
<b>Restricted funds</b>					
Casemate frames	60,000	-	-	-	60,000
Toilet facilities	100,000	-	-	-	100,000
Historic England Grant	-	18,690	(18,690)	-	-
Weymouth & Portland Museum	-	750	(750)	-	-
National Lottery Heritage Fund	79,014	-	(27,582)	(51,432)	-
Nothe Fort general operations	106,138	393,770	(405,768)	-	94,140
<b>Total restricted funds</b>	<b>345,152</b>	<b>413,210</b>	<b>(452,790)</b>	<b>(51,432)</b>	<b>254,140</b>
<b>Unrestricted funds</b>	<b>519,861</b>	<b>25,880</b>	<b>(9,764)</b>	<b>51,432</b>	<b>587,409</b>
<b>Total funds</b>	<b>865,013</b>	<b>439,090</b>	<b>(462,554)</b>	<b>-</b>	<b>841,549</b>

The purpose of material funds are as follows:

- The restricted fund for Nothe Fort general operations is in respect of Nothe Fort, as prescribed by the lease set down from Weymouth & Portland Borough Council (now Dorset County Council). More detail is provided in note 1.13 to the accounts.
- Casemate frames and Toilet facilities were also funds received in relation to Nothe Fort and have been separately split from the operations fund by the trustees. It was identified during the year that the restricted funds held for Casemate frames and Toilet facilities were spent in previous years and not transferred at the time. A transfer has therefore been made to recognise this spend.
- Funding from Historic England has been received to pay for a conservation specialist to perform a study into the condition of the buildings.
- The National Lottery Heritage Fund grant is a project to improve facilities at the Fort by providing a new disabled toilet and volunteers' room, together with improvements to the drains. It also supports additional front of house and cleaning staff required because of COVID constraints and temporary outdoor facilities (gazebo, marquee) for the October half-term break and schools' programme.
- Kickstarters grant- a scheme to help provide six months of paid employment for young people, including employability support to develop their work skills and to help them find future employment.
- The funding for the Weymouth and Portland Heritage Group was received from South West Museum Development and was used to produce advertising material covering local museums and attractions.

Where amounts have been spent on capital items during the year, these have been transferred from restricted to unrestricted funds as the purchase discharges the restriction.

**15. Analysis of net assets between funds**

	<b>Unres- tricted £</b>	<b>Res- tricted £</b>	<b>Total 2022 £</b>	<b>Unres- tricted £</b>	<b>Res- tricted £</b>	<b>Total 2021 £</b>
Fixed assets	174,183	129,251	303,434	174,360	147,424	321,784
Net current assets	410,503	192,121	602,624	413,049	106,716	519,765
	<u>584,686</u>	<u>321,372</u>	<u>906,058</u>	<u>587,409</u>	<u>254,140</u>	<u>841,549</u>

**16. Company limited by guarantee**

The company is incorporated as a company limited by guarantee and has no share capital. The guarantee to the company is £1 per member on the winding up of the company. As at 30 September 2022 the company had 129 members and the total amount guaranteed is therefore £129.

**17. Government grants**

Income from government grants comprise grants made by local authorities to fund the principal activities and objectives of the charity via core funding and funding for specific projects. See note 4 for more information and the amount and source of these grants. There are no unfulfilled conditions or other contingencies to these grants.