

**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 28 FEBRUARY 2022  
FOR  
THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

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Westwood  
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CT12 6SJ

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

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FOR THE YEAR ENDED 28 FEBRUARY 2022**

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**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

The trustees present their report with the financial statements of the charity for the year ended 28 February 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

This year has been another when we have been affected by the Covid-19 pandemic. Being unable to open over March and April, with restricted opening for periods through the year, has meant that our visitor numbers were well down on what we would expect in a normal trading year.

However, with support from the Lottery Heritage Fund, government furlough and grants scheme we are pleased to report that we were able to pay and retain all of our staff throughout this time.

For the first time this year we were able to really make the most of Christmas with our Santa's Grotto event running for throughout December. Thanks to a great deal of preparation and hard work, it was a great success and we received lots of very positive feedback from visitors. We plan to make some minor changes, applying learning from 2021, and expand the event in 2022.

Over the periods where restrictions were eased, we were able to run various learning activities for schools and events for the public, which were enjoyed by the children and adults who came along. Further details can be seen in the Activities Section of this report.

Our community rooms continue to be well used by local groups and organisations - when they have been allowed to meet - and we look forward to welcoming our regular users and new groups next year.

During the year we were able to recruit some excellent new volunteers but, sadly, our Café Manager Linda retired in March. We thank her for all her hard work in building the Café from opening to what it is today and we wish her well in her retirement. Jodi Turner will be taking over Linda's role and we are sure she will continue Linda's good work.

On behalf of the Trustees, I would like to thank all the staff and volunteers for their commitment and contribution to the Margate Caves through what has been another year of upheaval. Staff have supported volunteers and made great efforts to engage with the local community, providing online learning materials and activities.

We remain confident that next year will allow us to get back to normality and we look forward to welcoming as many visitors as would like to come and see our fascinating Caves, visit our café and enjoy our events. They will not be disappointed!

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The Margate Caves Community Education Trust is a charity working to advance the education of the public in the subject and meaning of the environment and social history of the Margate Caves and the Isle of Thanet and to provide opportunities for learning and education that support the local community in tackling disadvantage.

We aim to achieve this by working to re-open the Margate Caves and developing the site for public benefit, whilst delivering our programme of education and learning activities within the community.

We strive to be accountable for the funds we use, cost-effective in carrying out our purpose, caring and professional in the way we work and transparent in all our activities.

The Margate Caves Community Education Trust operates as an incorporated charity whose object is to advance the education of the environmental and social history of the Margate Caves and the Isle of Thanet in any manner which now or hereafter may be deemed by law to be charitable.

**THE MARGATE CAVES COMMUNITY EDUCATION  
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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**OBJECTIVES AND ACTIVITIES**

**Significant activities**

The relevant powers granted by the constitution to achieve the charity's objectives are:

- To encourage, promote, organise and advance the education of the public in the environmental and social history of the Isle of Thanet;
- To work in partnership with other organisations for the advancement of education and the alleviation of disadvantage;
- To raise funds to support the work of the charity;
- To purchase and/or lease land or property;
- Other purposes that are deemed exclusively charitable.

**Public benefit**

In seeking to achieve its objectives the charity has had regard to the guidance issued by the Charity Commission in respect to public benefit.

**Volunteers**

Last year more than 40 volunteers gave us their time and support. Volunteers gave 5326 hours over the last twelve months, making a significant contribution to our ability to operate and provide an excellent visitor experience. We thank them sincerely.

Volunteers have contributed across all the roles within the Centre, ranging from Caves Guides to Pirates to Elves to Gardeners to Maintenance Workers and Café Assistants - there's nothing our volunteers can't do!

We value our volunteers and do our best to support them in not only enjoying their time with us but in achieving their ambitions and aspirations, whether that is simply to meet people or build their skills and experience in order to gain employment.

We provided mentoring and training for our volunteers and are delighted to report that four have now gained employment. An example is Euan, who has anxiety and autism. He came to us lacking confidence and with very little workplace experience and he now has a customer service role at one of the bars in Margate Old Town.

A number of our volunteers have mental and/or physical disabilities and we are pleased that we can make a difference to their lives.

We held an end-of-summer volunteer thank you event with pizza and party games. The volunteers who attended said it was great fun and enjoyed seeing everyone outside of work time.

In February this year we introduced the first of monthly "Cave Socials" games nights. This is intended as a soft development exercise in social interaction, as well as being a fun evening. Volunteers who attended fed back that they liked a relaxed opportunity to socialise as a team.

**THE MARGATE CAVES COMMUNITY EDUCATION  
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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

Visitors

Having to close for two months of this year and only opening under Covid-19 restrictions meant that only 20,810 people were able to visit the Caves as opposed to the over 32,000 we were expecting this year.

The Community Café

Our community café also felt the effects but managed to adapt menus to suit the different situations we faced. We were delighted that the Café regained its 5-star Food Hygiene status.

In May we hosted an afternoon tea for the Mayor of Margate who was hosting other Mayors, Chairmen and Councillors from across Kent. Our Café Manager prepared and served a beautiful afternoon tea and the group were treated to a private tour of the Caves. Feedback was wonderful.

The Community Rooms

The community room/s can be used as one large room or divided into two smaller rooms.

Covid restrictions have affected when many of our groups could meet, as a number work with vulnerable people. However, since we started to get back to a more normal situation the following groups used our facilities last year:

- Porchlight
- Education and Skills Partnership
- Community Church
- "You Can Dance"
- Children's Birthday Parties
- Barnados
- Local Housing Group
- Kent Underground Research Group
- Migrateful
- Power of Women's Festival
- Margate CIC Foodbank
- Margate Mayor
- Thanet Press
- Arts Cool

Learning and Education

Although we could not plan a full year of activities with schools, we refreshed all of our lesson plans and learning materials, plus we delivered a reduced programme of learning activities. We have 6 primary schools currently booked for Caves visits and on-site workshops, as well as 3 uniform groups and 4 holiday clubs, in the coming months.

In addition to our standard Cave trails, 124 children participated in our Halloween craft learning activities over three days in October and more than 700 children completed Halloween trails.

Over the February Half Term we introduced trails in the Caves themed around the life of Mary Anning (a famous 19th-century fossil hunter). The trails were supported by workshops focused on Anning and fossils. More than 200 children took part.

Events

We delivered two main events in 2021: a Murder Mystery experience in October; and Santa's Grotto in December.

**THE MARGATE CAVES COMMUNITY EDUCATION  
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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

The Caves was an ideal venue for a murder mystery production. The event played over two days and attracted more than 100 guests. It consisted of welcoming drinks, a three-act play in the Caves and a three-course meal prepared by our Café staff and eaten in the community rooms. The feedback on the night was very positive about the food, the play and the evening.

In December we introduced, for the first time, Santa's Grotto. Santa was in residence in the Caves for 13 days over weekends and then for the week running up until 23rd December. The event attracted 2538 excited children and their families. All circumstances permitting, we will be running the event again next year and introducing some enhancements that will further improve the visitor experience.

**Fundraising activities**

We thank everyone who has helped us through this very challenging and unpredictable year. We were grateful for the government grants that allowed us to support and retain all of our staff.

We thank the National Lottery Heritage Fund for extending their grant period to allow for the effects of the pandemic and for additional specific Covid support funding.

We are pleased that the Murder Mystery Event contributed a net surplus of £902 and Santa's Grotto added £7062 to our unrestricted funds.

We thank everyone who has supported our work, however much you were able to give us we are extremely grateful.

**FUTURE PLANS**

The main priorities for The Margate Caves Community Education during 2022/23:

- To achieve, Covid restrictions allowing, visitor numbers of 32,000;
- To achieve budget targets for the Centre;
- To continue to develop the charity's community and learning programmes developing partnerships that will help deliver them.
- To refurbish and develop the gardens and land at the rear of the building.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is constituted under a Charitable Incorporated Organisation Scheme registered with the Charity Commission (Charity number 1155904).

**Constitution**

The Margate Caves Community Education Trust operates as an incorporated charity whose object is to advance the education of the environmental and social history of the Margate Caves and the Isle of Thanet in any manner which now or hereafter may be deemed by law to be charitable.

**Recruitment and appointment of new trustees**

The Trustees are appointed by members in a general meeting. Officers and Trustees retire each year and Officers are available for re-election for up to 8 consecutive years and Trustees for 6 consecutive years. The number of Trustees should not be less than three but there is no upper limit on numbers.

The Trustees who served during the period, together with any changes up to the date are listed on page 5.

Trustees are recruited based on the skills and experience required for successful governance of the organisation. All Trustees receive a copy of all the charity policies, the charity trustee handbook and undertake an induction training session at the charities base in London.

**Organisational structure**

The Trustees meet as required and not normally less than 4 times a year. The Trustees took direct responsibility for the management and director of the charity, as well as governance and strategy.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Risk management**

The Trustees have undertaken a review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks. Periodic reviews are made to ensure that the charity continues to identify and mitigate any major risks that may arise.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1155904

**Principal address**

The Margate Caves  
1 Northdown Road  
Margate  
Kent  
CT9 1QH

**Trustees**

S Vickery Chairman  
Mrs J Leandro (resigned 1/12/2021)  
A Cannon Treasurer  
Mrs V Kirschner  
A Smith

**COMMENCEMENT OF ACTIVITIES**

The Charities activities commenced in November 2013, with the Charitable Incorporated Organisation being formed in February 2014.

**THE MARGATE CAVES COMMUNITY EDUCATION  
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**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**TREASURER'S REPORT AND ACCOUNTS**

**Achievements and Performance**

Last year we set ourselves these objectives:

- To achieve, Covid restrictions allowing, visitor numbers of 32,000;
- To achieve budget targets for the Centre;
- To continue to develop the charity's community and learning programmes developing partnerships that will help deliver them.

With the Covid-19 pandemic still affecting the year we were only partially able to achieve the objects we set. Our visitor numbers were more than 12,000 less than we had hoped for. This affects income from both the shop and the café.

We did manage to engage with our local community and deliver learning programmes as we were permitted. Details of our achievements can be found earlier in this report.

We are particularly grateful to the government programmes that allowed us to retain all of our staff and the support of the Heritage Fund covering some of our core costs during this period.

**Financial Review**

The Statement of Financial Activities shows a net deficit for the year of £46,569. The charity's reserves total £1,269,164 of which £924,071 are restricted funds and £60,000 are designated for the refurbishment of our gardens and the land at the back of the building.

**Future Developments**

Our key objectives for next year are detailed within the "Objects and Activities" page of this report. Our main aim is to recover from the effect that the Covid pandemic has had on our trading, refurbish our gardens and scope the development the land at the back of the building, meeting health and safety requirements.

**Health and Safety Policy and Risk Assessment Policy**

The charity has a documented Risk Assessment and Health and Safety Policies, these are available on request. Policies are updated in light of current legislation and changes within TMCCET's working practices.

**Reserves Policy**

The charity's aim is to hold one year's operating costs plus redundancy provisions at all times. This we have achieved.

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
A Cannon - Trustee



**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	<b>145,598</b>	<b>11,030</b>	<b>156,628</b>	220,142
Investment income	3	<b>17,461</b>	-	<b>17,461</b>	1,390
<b>Total</b>		<b>163,059</b>	<b>11,030</b>	<b>174,089</b>	221,532
<b>EXPENDITURE ON</b>					
Raising funds	4	<b>22,759</b>	<b>141</b>	<b>22,900</b>	4,016
<b>Charitable activities</b>	5				
Development of Community and Education Centre		<b>48,797</b>	<b>94,431</b>	<b>143,228</b>	125,391
Other		-	<b>54,530</b>	<b>54,530</b>	54,530
<b>Total</b>		<b>71,556</b>	<b>149,102</b>	<b>220,658</b>	183,937
<b>NET INCOME/(EXPENDITURE)</b>		<b>91,503</b>	<b>(138,072)</b>	<b>(46,569)</b>	37,595
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<b>253,590</b>	<b>1,062,143</b>	<b>1,315,733</b>	1,278,138
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>345,093</b>	<b>924,071</b>	<b>1,269,164</b>	1,315,733

The notes form part of these financial statements

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**BALANCE SHEET  
28 FEBRUARY 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	10	-	921,542	921,542	976,070
<b>CURRENT ASSETS</b>					
Stocks	11	7,730	-	7,730	9,730
Debtors	12	-	2,528	2,528	2,944
Cash at bank and in hand		341,224	776	342,000	336,863
		<u>348,954</u>	<u>3,304</u>	<u>352,258</u>	<u>349,537</u>
<b>CREDITORS</b>					
Amounts falling due within one year	13	(3,861)	(775)	(4,636)	(9,874)
<b>NET CURRENT ASSETS</b>		<u>345,093</u>	<u>2,529</u>	<u>347,622</u>	<u>339,663</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>345,093</u>	<u>924,071</u>	<u>1,269,164</u>	<u>1,315,733</u>
<b>NET ASSETS</b>		<u>345,093</u>	<u>924,071</u>	<u>1,269,164</u>	<u>1,315,733</u>
<b>FUNDS</b>	14				
Unrestricted funds				345,093	253,590
Restricted funds				924,071	1,062,143
<b>TOTAL FUNDS</b>				<u>1,269,164</u>	<u>1,315,733</u>

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

.....  
A Cannon - Trustee

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	Notes	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>4,520</u>	<u>61,429</u>
Net cash provided by operating activities		<u>4,520</u>	<u>61,429</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		-	(27,121)
Interest received		<u>617</u>	<u>-</u>
Net cash provided by/(used in) investing activities		<u>617</u>	<u>(27,121)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>5,137</u>	<u>34,308</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>336,863</u>	<u>302,555</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>342,000</u></u>	<u><u>336,863</u></u>

The notes form part of these financial statements

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE CASH FLOW STATEMENT  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM  
OPERATING ACTIVITIES**

	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
<b>Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)</b>	<b>(46,569)</b>	37,595
<b>Adjustments for:</b>		
Depreciation charges	<b>54,528</b>	54,531
Interest received	<b>(617)</b>	-
Decrease/(increase) in stocks	<b>2,000</b>	(3,996)
Decrease/(increase) in debtors	<b>416</b>	(1,453)
Decrease in creditors	<b>(5,238)</b>	(25,248)
<b>Net cash provided by operations</b>	<b>4,520</b>	61,429

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1/3/21	Cash flow	At 28/2/22
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Net cash</b>			
Cash at bank and in hand	<b>336,863</b>	<b>5,137</b>	<b>342,000</b>
	<b>336,863</b>	<b>5,137</b>	<b>342,000</b>
<b>Total</b>	<b>336,863</b>	<b>5,137</b>	<b>342,000</b>

The notes form part of these financial statements

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

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

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

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

Freehold property	- in accordance with the property
Fixtures and fittings	- 20% on cost
Computer equipment	- 33% on cost

**Stocks**

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

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

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

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

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

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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

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

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**2. DONATIONS AND LEGACIES**

	<b>2022</b>	2021
	<b>£</b>	£
Admissions	<b>63,698</b>	23,153
Donations	<b>286</b>	123
Shop	<b>14,526</b>	4,332
Cafe	<b>28,670</b>	8,505
Grants	<b>28,086</b>	110,261
Government grants	<b>21,362</b>	46,853
Miscellaneous Income	<b>-</b>	26,915
	<b><u>156,628</u></b>	<b><u>220,142</u></b>

Grants received, included in the above, are as follows:

	<b>2022</b>	2021
	<b>£</b>	£
Other grants	<b><u>28,086</u></b>	<b><u>110,261</u></b>

**3. INVESTMENT INCOME**

	<b>2022</b>	2021
	<b>£</b>	£
Community centre	<b>16,844</b>	1,390
Deposit account interest	<b>617</b>	-
	<b><u>17,461</u></b>	<b><u>1,390</u></b>

**4. RAISING FUNDS**

**Other trading activities**

	<b>2022</b>	2021
	<b>£</b>	£
Opening stock	<b>9,730</b>	5,734
Purchases	<b>20,900</b>	8,012
Closing stock	<b><u>(7,730)</u></b>	<b><u>(9,730)</u></b>
	<b><u>22,900</u></b>	<b><u>4,016</u></b>

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 6) £	Totals £
Development of Community and Education Centre	<u><b>133,641</b></u>	<u><b>9,587</b></u>	<u><b>143,228</b></u>

**6. SUPPORT COSTS**

	Management £	Finance £	Governance costs £	Totals £
Development of Community and Education Centre	<u><b>833</b></u>	<u><b>5,604</b></u>	<u><b>3,150</b></u>	<u><b>9,587</b></u>

**7. TRUSTEES' REMUNERATION AND BENEFITS**

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 28 February 2022 nor for the year ended 28 February 2021.

**8. STAFF COSTS**

	<b>2022</b> £	2021 £
Wages and salaries	<b>91,113</b>	79,443
Social security costs	<b>1,823</b>	1,682
Other pension costs	<b>1,542</b>	1,483
	<u><b>94,478</b></u>	<u>82,608</u>

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

	<b>2022</b>	2021
Employees	<u><b>6</b></u>	<u>5</u>

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

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	121,500	98,642	220,142
Investment income	1,390	-	1,390
<b>Total</b>	<u>122,890</u>	<u>98,642</u>	<u>221,532</u>
<b>EXPENDITURE ON</b>			
Raising funds	2,054	1,962	4,016

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>Charitable activities</b>			
Development of Community and Education Centre	33,211	92,180	125,391
Other	-	54,530	54,530
<b>Total</b>	35,265	148,672	183,937
<b>NET INCOME/(EXPENDITURE)</b>	87,625	(50,030)	37,595

**RECONCILIATION OF FUNDS**

<b>Total funds brought forward</b>	165,966	1,112,172	1,278,138
<b>TOTAL FUNDS CARRIED FORWARD</b>	253,591	1,062,142	1,315,733

**10. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>				
At 1 March 2021 and 28 February 2022	1,026,869	53,584	2,951	1,083,404
<b>DEPRECIATION</b>				
At 1 March 2021	84,631	20,735	1,968	107,334
Charge for year	42,829	10,716	983	54,528
At 28 February 2022	127,460	31,451	2,951	161,862
<b>NET BOOK VALUE</b>				
At 28 February 2022	899,409	22,133	-	921,542
At 28 February 2021	942,238	32,849	983	976,070

The building will be depreciated in line with the remaining lease life of 24 years from 2019.



**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**11. STOCKS**

	2022	2021
	£	£
Stocks	<u>7,730</u>	<u>9,730</u>

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

	2022	2021
	£	£
VAT	-	699
Prepayments	<u>2,528</u>	<u>2,245</u>
	<u>2,528</u>	<u>2,944</u>

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

	2022	2021
	£	£
Trade creditors	1,440	-
Taxation and social security	337	-
Other creditors	<u>2,859</u>	<u>9,874</u>
	<u>4,636</u>	<u>9,874</u>

**14. MOVEMENT IN FUNDS**

	At 1/3/21	Net movement	Transfers	At
	£	in funds	between	28/2/22
		£	funds	£
<b>Unrestricted funds</b>				
General fund	253,590	91,503	(60,000)	285,093
Capital Works Fund	-	-	60,000	60,000
	<u>253,590</u>	<u>91,503</u>	-	<u>345,093</u>
<b>Restricted funds</b>				
Kent County Council Members Grant	10,000	(10,000)	-	-
Heritage Lottery Fund	86,808	(76,986)	-	9,822
Garfield Weston Fund	13,626	(5,140)	-	8,486
Roger De Haan	3,000	(1,000)	-	2,000
Kent Community Fund Loan	6,000	(2,000)	-	4,000
Building Fund	942,239	(42,829)	-	899,410
HF Covid Fund	470	(117)	-	353
	<u>1,062,143</u>	<u>(138,072)</u>	-	<u>924,071</u>
<b>TOTAL FUNDS</b>	<u>1,315,733</u>	<u>(46,569)</u>	-	<u>1,269,164</u>

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<b>163,059</b>	<b>(71,556)</b>	<b>91,503</b>
<b>Restricted funds</b>			
Kent County Council Members Grant	-	<b>(10,000)</b>	<b>(10,000)</b>
Heritage Lottery Fund	<b>11,029</b>	<b>(88,015)</b>	<b>(76,986)</b>
Garfield Weston Fund	-	<b>(5,140)</b>	<b>(5,140)</b>
Roger De Haan	-	<b>(1,000)</b>	<b>(1,000)</b>
Kent Community Fund Loan	-	<b>(2,000)</b>	<b>(2,000)</b>
Building Fund	-	<b>(42,829)</b>	<b>(42,829)</b>
HF Covid Fund	<b>1</b>	<b>(118)</b>	<b>(117)</b>
	<b>11,030</b>	<b>(149,102)</b>	<b>(138,072)</b>
<b>TOTAL FUNDS</b>	<b>174,089</b>	<b>(220,658)</b>	<b>(46,569)</b>

**Comparatives for movement in funds**

	At 1/3/20 £	Net movement in funds £	Transfers between funds £	At 28/2/21 £
<b>Unrestricted funds</b>				
General fund	165,966	87,624	-	253,590
<b>Restricted funds</b>				
Kent County Council Members Grant	10,000	-	-	10,000
Heritage Lottery Fund	112,124	(1,691)	(23,625)	86,808
Garfield Weston Fund	16,605	(2,979)	-	13,626
Roger De Haan	4,000	(1,000)	-	3,000
Kent Community Fund Loan	8,000	(2,000)	-	6,000
Building Fund	961,443	(42,829)	23,625	942,239
HF Covid Fund	-	470	-	470
	<b>1,112,172</b>	<b>(50,029)</b>	<b>-</b>	<b>1,062,143</b>
<b>TOTAL FUNDS</b>	<b>1,278,138</b>	<b>37,595</b>	<b>-</b>	<b>1,315,733</b>

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	122,890	(35,266)	87,624
<b>Restricted funds</b>			
Heritage Lottery Fund	89,842	(91,533)	(1,691)
Garfield Weston Fund	-	(2,979)	(2,979)
Roger De Haan	-	(1,000)	(1,000)
Kent Community Fund Loan	-	(2,000)	(2,000)
Building Fund	-	(42,829)	(42,829)
HF Covid Fund	8,800	(8,330)	470
	<u>98,642</u>	<u>(148,671)</u>	<u>(50,029)</u>
<b>TOTAL FUNDS</b>	<u><u>221,532</u></u>	<u><u>(183,937)</u></u>	<u><u>37,595</u></u>

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

	At 1/3/20 £	Net movement in funds £	Transfers between funds £	At 28/2/22 £
<b>Unrestricted funds</b>				
General fund	165,966	179,127	(60,000)	285,093
Capital Works Fund	-	-	60,000	60,000
	<u>165,966</u>	<u>179,127</u>	<u>-</u>	<u>345,093</u>
<b>Restricted funds</b>				
Kent County Council Members Grant	10,000	(10,000)	-	-
Heritage Lottery Fund	112,124	(78,677)	(23,625)	9,822
Garfield Weston Fund	16,605	(8,119)	-	8,486
Roger De Haan	4,000	(2,000)	-	2,000
Kent Community Fund Loan	8,000	(4,000)	-	4,000
Building Fund	961,443	(85,658)	23,625	899,410
HF Covid Fund	-	353	-	353
	<u>1,112,172</u>	<u>(188,101)</u>	<u>-</u>	<u>924,071</u>
<b>TOTAL FUNDS</b>	<u><u>1,278,138</u></u>	<u><u>(8,974)</u></u>	<u><u>-</u></u>	<u><u>1,269,164</u></u>

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	285,949	(106,822)	179,127
<b>Restricted funds</b>			
Kent County Council Members Grant	-	(10,000)	(10,000)
Heritage Lottery Fund	100,871	(179,548)	(78,677)
Garfield Weston Fund	-	(8,119)	(8,119)
Roger De Haan	-	(2,000)	(2,000)
Kent Community Fund Loan	-	(4,000)	(4,000)
Building Fund	-	(85,658)	(85,658)
HF Covid Fund	8,801	(8,448)	353
	<u>109,672</u>	<u>(297,773)</u>	<u>(188,101)</u>
<b>TOTAL FUNDS</b>	<u>395,621</u>	<u>(404,595)</u>	<u>(8,974)</u>

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 28 February 2022.

**16. DESCRIPTION OF FUNDS**

**KENT COUNTY COUNCIL MEMBERS GRANT**

This grant was awarded to assist with the development the Margate Caves Centre.

**BIG LOTTERY FUND**

This grant is a contribution towards the development of the Margate Caves Centre.

**HERITAGE LOTTERY FUND**

This grant is a contribution towards the development of the Margate Caves Centre.

**GARFIELD WESTON FUND**

This grant is a contribution towards the interpretation and development of learning material for the new build.

Cash funds of £17,874 were spent on 1 May 2019 for an asset with the purpose of developing the new build. The fund balance reported per the accounts is the asset value and these funds will depreciated over the useful life of the asset.

**ROGER DE HAAN FUND**

This grant was awarded for the interpretation of the new build.

Cash funds of £1,062 and £3,938 were spent on 28 June 2019 and 27 August 2019, respectively. The fund balance reported per the accounts is the asset value and these funds will be depreciated over the useful life of the asset.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**16. DESCRIPTION OF FUNDS - continued**

**BUILDING FUND**

The building fund relates to the property 1 Northdown Road.

**KENT COMMUNITY FOUNDATION FUND**

This grant was a contribution towards the fitting out of the Community Rooms.

Cash funds of £10,000 were spent on 27 August 2019 towards the fitting out of the Community Rooms. The fund balance reported per the accounts is the asset value and these funds will be depreciated over the useful life of the asset.

**TRUSTHOUSE CHARITABLE FOUNDATION FUND**

This grant is a contribution towards the building of the new Community and Visitor Centre and the refurbishment of the new build.

**HERITAGE COVID FUND**

This grant was awarded for the assistance of associated costs required in order to operate through restrictions applied through Coronavirus.

**17. CHARGES TO PROPERTY**

There are restrictions on the property 1 Northdown Road as set out by the Heritage Lottery Fund and Big Lottery Fund, the funders of the project, stating the charity must keep exclusive control over it. The property must not be sold, let or otherwise parted with or any interest in it, or any rights given over to anyone else without approval beforehand.

If approval is given for the sale of the property, a proportion of the sales price is repayable.

The property must be maintained in good repair and condition and must be insured as set out by the funders guidance.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Admissions	63,698	23,153
Donations	286	123
Shop	14,526	4,332
Cafe	28,670	8,505
Grants	28,086	110,261
Government grants	21,362	46,853
Miscellaneous Income	-	26,915
	<hr/> 156,628	<hr/> 220,142
<b>Investment income</b>		
Community centre	16,844	1,390
Deposit account interest	617	-
	<hr/> 17,461	<hr/> 1,390
<b>Total incoming resources</b>	<hr/> 174,089	<hr/> 221,532
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Opening stock	9,730	5,734
Shop expenses	11,408	3,472
Cafe expenses	9,492	4,540
Closing stock	(7,730)	(9,730)
	<hr/> 22,900	<hr/> 4,016
<b>Charitable activities</b>		
Wages	91,113	79,443
Social security	1,823	1,682
Pensions	1,542	1,483
Repairs & renewals	4,678	4,130
Computer expenses	426	880
Insurance	5,669	3,097
Light and heat	3,060	959
Telephone	967	2,412
Printing, postage & stationery	285	129
Advertising and marketing	6,036	9,287
Cleaning & waste disposal	1,971	2,010
Project management	8,800	9,600
Architect fees	-	1,059
Surveyors fees	1,200	-
Miscellaneous expenses	513	325
Carried forward	128,083	116,496

This page does not form part of the statutory financial statements

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	2022 £	2021 £
<b>Charitable activities</b>		
Brought forward	128,083	116,496
Training costs	257	424
Activity costs	1,158	4,816
Fundraising costs	4,143	-
	<u>133,641</u>	<u>121,736</u>
<b>Other</b>		
Freehold property	42,829	42,829
Fixtures and fittings	10,717	10,717
Computer equipment	984	984
	<u>54,530</u>	<u>54,530</u>
<b>Support costs</b>		
<b>Management</b>		
Travel and subsistence	833	-
<b>Finance</b>		
Bank charges	1,604	876
Loan charges	4,000	-
	<u>5,604</u>	<u>876</u>
<b>Governance costs</b>		
Accountancy and legal fees	3,150	2,779
Total resources expended	<u>220,658</u>	<u>183,937</u>
<b>Net (expenditure)/income</b>	<u>(46,569)</u>	<u>37,595</u>

This page does not form part of the statutory financial statements

# THE MARGATE CAVES COMMUNITY EDUCATION TRUST



## Annual Report 2021 – 2022

Registered Charity Number: 1155904  
[margatecaves.co.uk](http://margatecaves.co.uk)



## Mission Statement

The Margate Caves Community Education Trust is a charity working to advance the education of the public in the subject and meaning of the environment and social history of the Margate Caves and the Isle of Thanet and to provide opportunities for learning and education that support the local community in tackling disadvantage.

We aim to achieve this by working to re-open the Margate Caves and developing the site for public benefit whilst delivering our programme of education and learning activities within the community.

We aim to be accountable for the funds we use, cost-effective in carrying out our purpose, caring and professional in the way we work and transparent in all our activities.



## Introduction from the Chair of Trustees

This year has been another when we have been affected by the Covid-19 pandemic. Being unable to open over March and April, with restricted opening for periods through the year, has meant that our visitor numbers were well down on what we would expect in a normal trading year.

However, with support from the Lottery Heritage Fund, government furlough and grants scheme we are pleased to report that we were able to pay and retain all of our staff throughout this time.

For the first time this year we were able to really make the most of Christmas with our Santa's Grotto event running for throughout December. Thanks to a great deal of preparation and hard work, it was a great success and we received lots of very positive feedback from visitors. We plan to make some minor changes, applying learning from 2021, and expand the event in 2022.

Over the periods where restrictions were eased, we were able to run various learning activities for schools and events for the public, which were enjoyed by the children and adults who came along. Further details can be seen in the Activities Section of this report.

Our community rooms continue to be well used by local groups and organisations - when they have been allowed to meet - and we look forward to welcoming our regular users and new groups next year.

During the year we were able to recruit some excellent new volunteers but, sadly, our Café Manager Linda retired in March. We thank her for all her hard work in building the Café from opening to what it is today and we wish her well in her retirement. Jodi Turner will be taking over Linda's role and we are sure she will continue Linda's good work.

On behalf of the Trustees, I would like to thank all the staff and volunteers for their commitment and contribution to the Margate Caves through what has been another year of upheaval. Staff have supported volunteers and made great efforts to engage with the local community, providing online learning materials and activities.

We remain confident that next year will allow us to get back to normality and we look forward to welcoming as many visitors as would like to come and see our fascinating Caves, visit our café and enjoy our events. They will not be disappointed!

Sarah Vickery

Chair of Trustees

# **Objects and Activities**

## **Constitution**

The Margate Caves Community Education Trust operates as an incorporated charity whose object is to advance the education of the environmental and social history of the Margate Caves and the Isle of Thanet in any manner which now or hereafter may be deemed by law to be charitable.

The relevant powers granted to it by the constitution to achieve this are:

- To encourage, promote, organise and advance the education of the public in the environmental and social history of the Isle of Thanet;
- To work in partnership with other organisations for the advancement of education and the alleviation of disadvantage;
- To raise funds to support the work of the charity;
- To purchase and/or lease land or property;
- Other purposes that are deemed exclusively charitable.

## **Public Benefit**

In seeking to achieve its objectives the charity has had regard to the guidance issued by the Charity Commission in respect to public benefit.

## **Current Objectives**

The main priorities for TMCCET during 2022/23:

- To achieve, Covid restrictions allowing, visitor numbers of 32,000;
- To achieve budget targets for the Centre;
- To continue to develop the charity's community and learning programmes, developing partnerships that will help deliver them;
- To refurbish and develop the gardens and land at the rear of the building.

## **Monitoring and Evaluation**

The charity continues to develop its best practice procedures for the monitoring and evaluation of its work, incorporating the requirements of its funders.

## Activities

### Visitors to the Caves

Having to close for two months of this year and only opening under Covid-19 restrictions meant that only 20,810 people were able to visit the Caves as opposed to the over 32,000 we were expecting this year.

### The Community Café

Our community café also felt the effects but managed to adapt menus to suit the different situations we faced. We were delighted that the Café regained its 5-star Food Hygiene status.

In May we hosted an afternoon tea for the Mayor of Margate who was hosting other Mayors, Chairmen and Councillors from across Kent. Our Café Manager prepared and served a beautiful afternoon tea and the group were treated to a private tour of the Caves. Feedback was wonderful.



### The Community Rooms

The community room/s can be used as one large room or divided into two smaller rooms.

Covid restrictions have affected when many of our groups could meet, as a number work with vulnerable people. However, since we started to get back to a more normal situation the following groups used our facilities last year:

- Porchlight
- Education and Skills Partnership
- Community Church
- "You Can Dance"
- Children's Birthday Parties
- Barnados
- Local Housing Group
- Kent Underground Research Group
- Migrateful
- Power of Women's Festival
- Margate CIC Foodbank
- Margate Mayor
- Thanet Press
- Arts Cool





Community Rooms

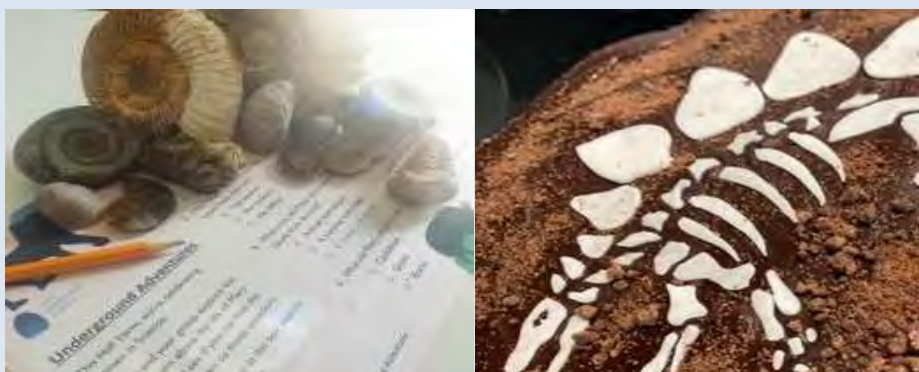
## Learning and Education

Although we could not plan a full year of activities with schools, we refreshed all of our lesson plans and learning materials, plus we delivered a reduced programme of learning activities. We have 6 primary schools currently booked for Caves visits and on-site workshops, as well as 3 uniform groups and 4 holiday clubs, in the coming months.

In addition to our standard Cave trails, 124 children participated in our Halloween craft learning activities over three days in October and more than 700 children completed Halloween trails.



Over the February Half Term we introduced trails in the Caves themed around the life of Mary Anning (a famous 19<sup>th</sup>-century fossil hunter). The trails were supported by workshops focused on Anning and fossils. More than 200 children took part.



## Events

We delivered two main events in 2021: a Murder Mystery experience in October; and Santa's Grotto in December.

The Caves was an ideal venue for a murder mystery production. The event played over two days and attracted more than 100 guests. It consisted of welcoming drinks, a three-act play in the Caves and a three-course meal prepared by our Café staff and eaten in the community rooms. The feedback on the night was very positive about the food, the play and the evening.



In December we introduced, for the first time, Santa's Grotto. Santa was in residence in the Caves for 13 days over weekends and then for the week running up until 23<sup>rd</sup> December. The event attracted 2538 excited children and their families. All circumstances permitting, we will be running the event again next year and introducing some enhancements that will further improve the visitor experience.





## Volunteering

Last year more than 40 volunteers gave us their time and support. Volunteers gave 5326 hours over the last twelve months, making a significant contribution to our ability to operate and provide an excellent visitor experience. We thank them sincerely.

Volunteers have contributed across all the roles within the Centre, ranging from Caves Guides to Pirates to Elves to Gardeners to Maintenance Workers and Café Assistants - there's nothing our volunteers can't do!

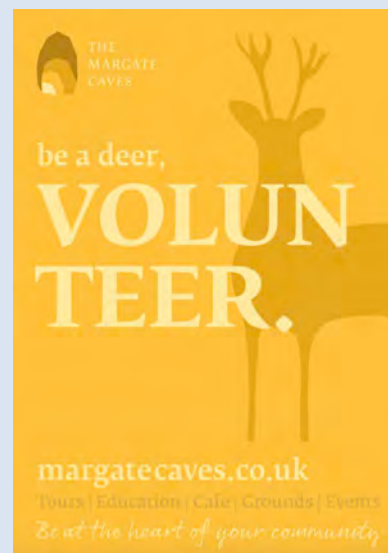
We value our volunteers and do our best to support them in not only enjoying their time with us but in achieving their ambitions and aspirations, whether that is simply to meet people or build their skills and experience in order to gain employment.

We provided mentoring and training for our volunteers and are delighted to report that four have now gained employment. An example is Euan, who has anxiety and autism. He came to us lacking confidence and with very little workplace experience and he now has a customer service role at one of the bars in Margate Old Town.

A number of our volunteers have mental and/or physical disabilities and we are pleased that we can make a difference to their lives.

We held an end-of-summer volunteer thank you event with pizza and party games. The volunteers who attended said it was great fun and enjoyed seeing everyone outside of work time.

In February this year we introduced the first of monthly "Cave Socials" games nights. This is intended as a soft development exercise in social interaction, as well as being a fun evening. Volunteers who attended fed back that they liked a relaxed opportunity to socialise as a team.



## Partnership Working

The Trust views partnership working as essential in carrying out our charitable objectives and we have worked hard to develop partnerships that have added value to our work - and where we have added value to others. These include:

- Thanet District Council
- Thanet Visitor Centre
- The Shell Grotto
- Kent Association for the Blind
- GRASS
- East Kent College
- Porchlight
- Quarterdeck
- Community Church Margate
- Migrateful
- Barnados
- East Coast Volunteering
- Kaner Olette, Architects
- Betteridge & Milsom
- Kent Community Foundation
- POW! Thanet
- Margate Pride
- Stronger Kent Communities





## Governance and Decision Making

The body responsible for the management of the charity is the Board of Trustees. The Board meets four times a year and is elected by the members of the charity.

Members of the charity are invited to attend.

### Executive Committee

#### Trustees

Sarah Vickery (Chair)  
Andy Cannon (Treasurer)  
Valerie Kirschner (Secretary)  
Adrian Smith

#### Staff / Freelance

Ellen Clark  
Kayleigh McMahon  
Rebecca Wornast  
Linda Berritt  
Harriet Hunter  
Jodi Turner  
Kirsten Davies

#### Volunteers

Brian Doherty	Georgie Welby	Patricia Watson	Rebecca Welby
Jackie Connon	Peter Marsh	Gary Turner	Minette Vickery
Lisa Nicholls	Jacqueline Wright	Robin Martin	Adam Patrick
Geoff Moore	Mel Williams	Alfie Watts	Leanne McMahon
Adam Harris	Kirstin Davies	Brian Holmes	Rueben Turner
Angela Garforth	Chris Gardener	Clive Mailing	Grace Turner
Euan Davies	Laurence Berritt	CC Holmes	Sky Davies
Michael McMahon	Albert Berritt	Chloe Nicholson	Aleysha Harnett
Leo Hunter	Thomas Wood	Shannon Watts	Alex Harnett
Anny Squire	Craig Fuller	Kieran Harnett	Ayesha Smith
Lee Wilkins			

## Fundraising

We thank everyone who has helped us through this very challenging and unpredictable year. We were grateful for the government grants that allowed us to support and retain all of our staff.

We thank the National Lottery Heritage Fund for extending their grant period to allow for the effects of the pandemic and for additional specific Covid support funding.

We are pleased that the Murder Mystery Event contributed a net surplus of £902 and Santa's Grotto added £7062 to our unrestricted funds.

We thank everyone who has supported our work, however much you were able to give us we are extremely grateful.



## Can you Help?

Our Annual Report shows you that we have realised our vision for re-opening the Caves and creating a facility that everyone can enjoy and use. But we still need more funds to help run it and keep it affordable and accessible for all. You can help by sending a donation. Any amount, however small will make a real difference. Check out our website [www.margatecaves.co.uk](http://www.margatecaves.co.uk) for details on how you can donate. **THANK YOU**

# **Treasurer's Report and Accounts**

## **Achievements and Performance**

Last year we set ourselves these objectives:

- To achieve, Covid restrictions allowing, visitor numbers of 32,000;
- To achieve budget targets for the Centre;
- To continue to develop the charity's community and learning programmes developing partnerships that will help deliver them.

With the Covid-19 pandemic still affecting the year we were only partially able to achieve the objects we set. Our visitor numbers were more than 12,000 less than we had hoped for. This affects income from both the shop and the café.

We did manage to engage with our local community and deliver learning programmes as we were permitted. Details of our achievements can be found earlier in this report.

We are particularly grateful to the government programmes that allowed us to retain all of our staff and the support of the Heritage Fund covering some of our core costs during this period.

## **Financial Review**

The Statement of Financial Activities shows a net income for the year of £174,089. The charity's reserves total £1,269,164 of which £924,071 are restricted funds and £100,000 are designated for the refurbishment of our gardens and the land at the back of the building.

## **Future Developments**

Our key objectives for next year are detailed within the "Objects and Activities" page of this report. Our main aim is to recover from the effect that the Covid pandemic has had on our trading, refurbish our gardens and scope the development the land at the back of the building, meeting health and safety requirements.

## **Health and Safety Policy and Risk Assessment Policy**

The charity has a documented Risk Assessment and Health and Safety Policies, these are available on request. Policies are updated in light of current legislation and changes within TMCCET's working practices.

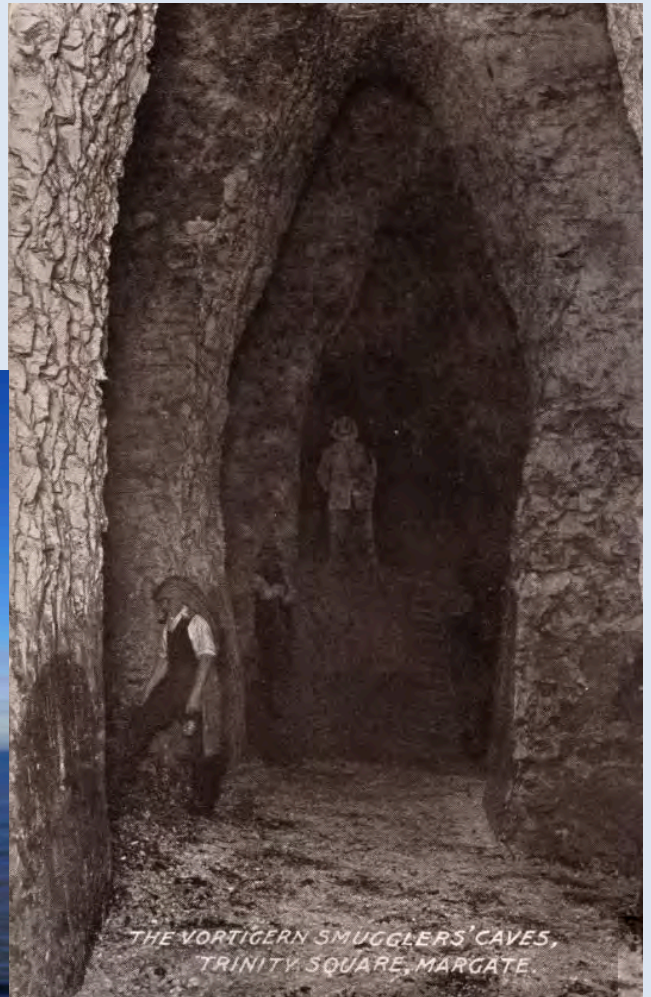
## **Reserves Policy**

The charity's aim is to hold one year's operating costs plus redundancy provisions at all times. This we have achieved.

This report contains insufficient information to allow a full understanding of the financial affairs of the charity. For further information the full accounts should be consulted: copies are available for inspection from  
TMCCET, 1 Northdown Road, Margate, Kent CT9 1FG



From the Iron Age settlement to the Caves' development as a mine and its modern life as a visitor attraction. What will you discover?



The Margate Caves Community Education Trust, 1 Northdown Road, Margate, Kent CT9 1FG  
01843 838035    [info@margatecaves.co.uk](mailto:info@margatecaves.co.uk)    TMCET is a registered Charity no. 1155904



**REPORT OF THE TRUSTEES AND  
UNAUDITED FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 28 FEBRUARY 2022  
FOR  
THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

Spurling Cannon  
Chartered Certified Accountants  
424 Margate Road  
Westwood  
Ramsgate  
Kent  
CT12 6SJ

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

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FOR THE YEAR ENDED 28 FEBRUARY 2022**

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**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

The trustees present their report with the financial statements of the charity for the year ended 28 February 2022. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

This year has been another when we have been affected by the Covid-19 pandemic. Being unable to open over March and April, with restricted opening for periods through the year, has meant that our visitor numbers were well down on what we would expect in a normal trading year.

However, with support from the Lottery Heritage Fund, government furlough and grants scheme we are pleased to report that we were able to pay and retain all of our staff throughout this time.

For the first time this year we were able to really make the most of Christmas with our Santa's Grotto event running for throughout December. Thanks to a great deal of preparation and hard work, it was a great success and we received lots of very positive feedback from visitors. We plan to make some minor changes, applying learning from 2021, and expand the event in 2022.

Over the periods where restrictions were eased, we were able to run various learning activities for schools and events for the public, which were enjoyed by the children and adults who came along. Further details can be seen in the Activities Section of this report.

Our community rooms continue to be well used by local groups and organisations - when they have been allowed to meet - and we look forward to welcoming our regular users and new groups next year.

During the year we were able to recruit some excellent new volunteers but, sadly, our Café Manager Linda retired in March. We thank her for all her hard work in building the Café from opening to what it is today and we wish her well in her retirement. Jodi Turner will be taking over Linda's role and we are sure she will continue Linda's good work.

On behalf of the Trustees, I would like to thank all the staff and volunteers for their commitment and contribution to the Margate Caves through what has been another year of upheaval. Staff have supported volunteers and made great efforts to engage with the local community, providing online learning materials and activities.

We remain confident that next year will allow us to get back to normality and we look forward to welcoming as many visitors as would like to come and see our fascinating Caves, visit our café and enjoy our events. They will not be disappointed!

## **OBJECTIVES AND ACTIVITIES**

### **Objectives and aims**

The Margate Caves Community Education Trust is a charity working to advance the education of the public in the subject and meaning of the environment and social history of the Margate Caves and the Isle of Thanet and to provide opportunities for learning and education that support the local community in tackling disadvantage.

We aim to achieve this by working to re-open the Margate Caves and developing the site for public benefit, whilst delivering our programme of education and learning activities within the community.

We strive to be accountable for the funds we use, cost-effective in carrying out our purpose, caring and professional in the way we work and transparent in all our activities.

The Margate Caves Community Education Trust operates as an incorporated charity whose object is to advance the education of the environmental and social history of the Margate Caves and the Isle of Thanet in any manner which now or hereafter may be deemed by law to be charitable.



**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**OBJECTIVES AND ACTIVITIES**

**Significant activities**

The relevant powers granted by the constitution to achieve the charity's objectives are:

- To encourage, promote, organise and advance the education of the public in the environmental and social history of the Isle of Thanet;
- To work in partnership with other organisations for the advancement of education and the alleviation of disadvantage;
- To raise funds to support the work of the charity;
- To purchase and/or lease land or property;
- Other purposes that are deemed exclusively charitable.

**Public benefit**

In seeking to achieve its objectives the charity has had regard to the guidance issued by the Charity Commission in respect to public benefit.

**Volunteers**

Last year more than 40 volunteers gave us their time and support. Volunteers gave 5326 hours over the last twelve months, making a significant contribution to our ability to operate and provide an excellent visitor experience. We thank them sincerely.

Volunteers have contributed across all the roles within the Centre, ranging from Caves Guides to Pirates to Elves to Gardeners to Maintenance Workers and Café Assistants - there's nothing our volunteers can't do!

We value our volunteers and do our best to support them in not only enjoying their time with us but in achieving their ambitions and aspirations, whether that is simply to meet people or build their skills and experience in order to gain employment.

We provided mentoring and training for our volunteers and are delighted to report that four have now gained employment. An example is Euan, who has anxiety and autism. He came to us lacking confidence and with very little workplace experience and he now has a customer service role at one of the bars in Margate Old Town.

A number of our volunteers have mental and/or physical disabilities and we are pleased that we can make a difference to their lives.

We held an end-of-summer volunteer thank you event with pizza and party games. The volunteers who attended said it was great fun and enjoyed seeing everyone outside of work time.

In February this year we introduced the first of monthly "Cave Socials" games nights. This is intended as a soft development exercise in social interaction, as well as being a fun evening. Volunteers who attended fed back that they liked a relaxed opportunity to socialise as a team.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

Visitors

Having to close for two months of this year and only opening under Covid-19 restrictions meant that only 20,810 people were able to visit the Caves as opposed to the over 32,000 we were expecting this year.

The Community Café

Our community café also felt the effects but managed to adapt menus to suit the different situations we faced. We were delighted that the Café regained its 5-star Food Hygiene status.

In May we hosted an afternoon tea for the Mayor of Margate who was hosting other Mayors, Chairmen and Councillors from across Kent. Our Café Manager prepared and served a beautiful afternoon tea and the group were treated to a private tour of the Caves. Feedback was wonderful.

The Community Rooms

The community room/s can be used as one large room or divided into two smaller rooms.

Covid restrictions have affected when many of our groups could meet, as a number work with vulnerable people. However, since we started to get back to a more normal situation the following groups used our facilities last year:

- Porchlight
- Education and Skills Partnership
- Community Church
- "You Can Dance"
- Children's Birthday Parties
- Barnados
- Local Housing Group
- Kent Underground Research Group
- Migrateful
- Power of Women's Festival
- Margate CIC Foodbank
- Margate Mayor
- Thanet Press
- Arts Cool

Learning and Education

Although we could not plan a full year of activities with schools, we refreshed all of our lesson plans and learning materials, plus we delivered a reduced programme of learning activities. We have 6 primary schools currently booked for Caves visits and on-site workshops, as well as 3 uniform groups and 4 holiday clubs, in the coming months.

In addition to our standard Cave trails, 124 children participated in our Halloween craft learning activities over three days in October and more than 700 children completed Halloween trails.

Over the February Half Term we introduced trails in the Caves themed around the life of Mary Anning (a famous 19th-century fossil hunter). The trails were supported by workshops focused on Anning and fossils. More than 200 children took part.

Events

We delivered two main events in 2021: a Murder Mystery experience in October; and Santa's Grotto in December.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

The Caves was an ideal venue for a murder mystery production. The event played over two days and attracted more than 100 guests. It consisted of welcoming drinks, a three-act play in the Caves and a three-course meal prepared by our Café staff and eaten in the community rooms. The feedback on the night was very positive about the food, the play and the evening.

In December we introduced, for the first time, Santa's Grotto. Santa was in residence in the Caves for 13 days over weekends and then for the week running up until 23rd December. The event attracted 2538 excited children and their families. All circumstances permitting, we will be running the event again next year and introducing some enhancements that will further improve the visitor experience.

**Fundraising activities**

We thank everyone who has helped us through this very challenging and unpredictable year. We were grateful for the government grants that allowed us to support and retain all of our staff.

We thank the National Lottery Heritage Fund for extending their grant period to allow for the effects of the pandemic and for additional specific Covid support funding.

We are pleased that the Murder Mystery Event contributed a net surplus of £902 and Santa's Grotto added £7062 to our unrestricted funds.

We thank everyone who has supported our work, however much you were able to give us we are extremely grateful.

**FUTURE PLANS**

The main priorities for The Margate Caves Community Education during 2022/23:

- To achieve, Covid restrictions allowing, visitor numbers of 32,000;
- To achieve budget targets for the Centre;
- To continue to develop the charity's community and learning programmes developing partnerships that will help deliver them.
- To refurbish and develop the gardens and land at the rear of the building.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

The charity is constituted under a Charitable Incorporated Organisation Scheme registered with the Charity Commission (Charity number 1155904).

**Constitution**

The Margate Caves Community Education Trust operates as an incorporated charity whose object is to advance the education of the environmental and social history of the Margate Caves and the Isle of Thanet in any manner which now or hereafter may be deemed by law to be charitable.

**Recruitment and appointment of new trustees**

The Trustees are appointed by members in a general meeting. Officers and Trustees retire each year and Officers are available for re-election for up to 8 consecutive years and Trustees for 6 consecutive years. The number of Trustees should not be less than three but there is no upper limit on numbers.

The Trustees who served during the period, together with any changes up to the date are listed on page 5.

Trustees are recruited based on the skills and experience required for successful governance of the organisation. All Trustees receive a copy of all the charity policies, the charity trustee handbook and undertake an induction training session at the charities base in London.

**Organisational structure**

The Trustees meet as required and not normally less than 4 times a year. The Trustees took direct responsibility for the management and director of the charity, as well as governance and strategy.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Risk management**

The Trustees have undertaken a review of the major risks to which the charity is exposed, and systems have been established to mitigate those risks. Periodic reviews are made to ensure that the charity continues to identify and mitigate any major risks that may arise.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Charity number**

1155904

**Principal address**

The Margate Caves  
1 Northdown Road  
Margate  
Kent  
CT9 1QH

**Trustees**

S Vickery Chairman  
Mrs J Leandro (resigned 1/12/2021)  
A Cannon Treasurer  
Mrs V Kirschner  
A Smith

**COMMENCEMENT OF ACTIVITIES**

The Charities activities commenced in November 2013, with the Charitable Incorporated Organisation being formed in February 2014.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**REPORT OF THE TRUSTEES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**TREASURER'S REPORT AND ACCOUNTS**

**Achievements and Performance**

Last year we set ourselves these objectives:

- To achieve, Covid restrictions allowing, visitor numbers of 32,000;
- To achieve budget targets for the Centre;
- To continue to develop the charity's community and learning programmes developing partnerships that will help deliver them.

With the Covid-19 pandemic still affecting the year we were only partially able to achieve the objects we set. Our visitor numbers were more than 12,000 less than we had hoped for. This affects income from both the shop and the café.

We did manage to engage with our local community and deliver learning programmes as we were permitted. Details of our achievements can be found earlier in this report.

We are particularly grateful to the government programmes that allowed us to retain all of our staff and the support of the Heritage Fund covering some of our core costs during this period.

**Financial Review**

The Statement of Financial Activities shows a net deficit for the year of £46,569. The charity's reserves total £1,269,164 of which £924,071 are restricted funds and £60,000 are designated for the refurbishment of our gardens and the land at the back of the building.

**Future Developments**

Our key objectives for next year are detailed within the "Objects and Activities" page of this report. Our main aim is to recover from the effect that the Covid pandemic has had on our trading, refurbish our gardens and scope the development the land at the back of the building, meeting health and safety requirements.

**Health and Safety Policy and Risk Assessment Policy**

The charity has a documented Risk Assessment and Health and Safety Policies, these are available on request. Policies are updated in light of current legislation and changes within TMCCET's working practices.

**Reserves Policy**

The charity's aim is to hold one year's operating costs plus redundancy provisions at all times. This we have achieved.

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....  
A Cannon - Trustee

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	145,598	11,030	156,628	220,142
Investment income	3	17,461	-	17,461	1,390
<b>Total</b>		<b>163,059</b>	<b>11,030</b>	<b>174,089</b>	<b>221,532</b>
<b>EXPENDITURE ON</b>					
Raising funds	4	22,759	141	22,900	4,016
<b>Charitable activities</b>	5				
Development of Community and Education Centre		48,797	94,431	143,228	125,391
Other		-	54,530	54,530	54,530
<b>Total</b>		<b>71,556</b>	<b>149,102</b>	<b>220,658</b>	<b>183,937</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>91,503</b>	<b>(138,072)</b>	<b>(46,569)</b>	<b>37,595</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		253,590	1,062,143	1,315,733	1,278,138
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>345,093</b>	<b>924,071</b>	<b>1,269,164</b>	<b>1,315,733</b>

The notes form part of these financial statements

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**BALANCE SHEET  
28 FEBRUARY 2022**

	Notes	Unrestricted funds £	Restricted funds £	2022 Total funds £	2021 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	10	-	921,542	921,542	976,070
<b>CURRENT ASSETS</b>					
Stocks	11	7,730	-	7,730	9,730
Debtors	12	-	2,528	2,528	2,944
Cash at bank and in hand		341,224	776	342,000	336,863
		<u>348,954</u>	<u>3,304</u>	<u>352,258</u>	<u>349,537</u>
<b>CREDITORS</b>					
Amounts falling due within one year	13	(3,861)	(775)	(4,636)	(9,874)
<b>NET CURRENT ASSETS</b>		<u>345,093</u>	<u>2,529</u>	<u>347,622</u>	<u>339,663</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>345,093</u>	<u>924,071</u>	<u>1,269,164</u>	<u>1,315,733</u>
<b>NET ASSETS</b>		<u>345,093</u>	<u>924,071</u>	<u>1,269,164</u>	<u>1,315,733</u>
<b>FUNDS</b>	14				
Unrestricted funds				345,093	253,590
Restricted funds				924,071	1,062,143
<b>TOTAL FUNDS</b>				<u>1,269,164</u>	<u>1,315,733</u>

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

.....  
A Cannon - Trustee

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**CASH FLOW STATEMENT  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	Notes	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	<u>4,520</u>	<u>61,429</u>
Net cash provided by operating activities		<u>4,520</u>	<u>61,429</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		-	(27,121)
Interest received		<u>617</u>	<u>-</u>
Net cash provided by/(used in) investing activities		<u>617</u>	<u>(27,121)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>5,137</u>	<u>34,308</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>336,863</u>	<u>302,555</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>342,000</u></u>	<u><u>336,863</u></u>

The notes form part of these financial statements



**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE CASH FLOW STATEMENT  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**1. RECONCILIATION OF NET (EXPENDITURE)/INCOME TO NET CASH FLOW FROM  
OPERATING ACTIVITIES**

	<b>2022</b>	2021
	<b>£</b>	<b>£</b>
<b>Net (expenditure)/income for the reporting period (as per the Statement of Financial Activities)</b>	<b>(46,569)</b>	37,595
<b>Adjustments for:</b>		
Depreciation charges	<b>54,528</b>	54,531
Interest received	<b>(617)</b>	-
Decrease/(increase) in stocks	<b>2,000</b>	(3,996)
Decrease/(increase) in debtors	<b>416</b>	(1,453)
Decrease in creditors	<b>(5,238)</b>	(25,248)
<b>Net cash provided by operations</b>	<b>4,520</b>	61,429

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1/3/21	Cash flow	At 28/2/22
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Net cash</b>			
Cash at bank and in hand	<b>336,863</b>	<b>5,137</b>	<b>342,000</b>
	<b>336,863</b>	<b>5,137</b>	<b>342,000</b>
<b>Total</b>	<b>336,863</b>	<b>5,137</b>	<b>342,000</b>

The notes form part of these financial statements

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**1. ACCOUNTING POLICIES**

**Basis of preparing the financial statements**

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

**Income**

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

**Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

**Tangible fixed assets**

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

Freehold property	- in accordance with the property
Fixtures and fittings	- 20% on cost
Computer equipment	- 33% on cost

**Stocks**

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

**Taxation**

The charity is exempt from tax on its charitable activities.

**Fund accounting**

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

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

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

**Hire purchase and leasing commitments**

Rentals paid under operating leases are charged to the Statement of Financial Activities on a straight line basis over the period of the lease.

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

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

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**2. DONATIONS AND LEGACIES**

	<b>2022</b>	2021
	<b>£</b>	£
Admissions	<b>63,698</b>	23,153
Donations	<b>286</b>	123
Shop	<b>14,526</b>	4,332
Cafe	<b>28,670</b>	8,505
Grants	<b>28,086</b>	110,261
Government grants	<b>21,362</b>	46,853
Miscellaneous Income	<b>-</b>	26,915
	<b><u>156,628</u></b>	<b><u>220,142</u></b>

Grants received, included in the above, are as follows:

	<b>2022</b>	2021
	<b>£</b>	£
Other grants	<b><u>28,086</u></b>	<b><u>110,261</u></b>

**3. INVESTMENT INCOME**

	<b>2022</b>	2021
	<b>£</b>	£
Community centre	<b>16,844</b>	1,390
Deposit account interest	<b>617</b>	-
	<b><u>17,461</u></b>	<b><u>1,390</u></b>

**4. RAISING FUNDS**

**Other trading activities**

	<b>2022</b>	2021
	<b>£</b>	£
Opening stock	<b>9,730</b>	5,734
Purchases	<b>20,900</b>	8,012
Closing stock	<b><u>(7,730)</u></b>	<b><u>(9,730)</u></b>
	<b><u>22,900</u></b>	<b><u>4,016</u></b>

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**5. CHARITABLE ACTIVITIES COSTS**

	Direct Costs £	Support costs (see note 6) £	Totals £
Development of Community and Education Centre	<u><b>133,641</b></u>	<u><b>9,587</b></u>	<u><b>143,228</b></u>

**6. SUPPORT COSTS**

	Management £	Finance £	Governance costs £	Totals £
Development of Community and Education Centre	<u><b>833</b></u>	<u><b>5,604</b></u>	<u><b>3,150</b></u>	<u><b>9,587</b></u>

**7. TRUSTEES' REMUNERATION AND BENEFITS**

**Trustees' expenses**

There were no trustees' expenses paid for the year ended 28 February 2022 nor for the year ended 28 February 2021.

**8. STAFF COSTS**

	<b>2022</b> £	2021 £
Wages and salaries	<b>91,113</b>	79,443
Social security costs	<b>1,823</b>	1,682
Other pension costs	<b>1,542</b>	1,483
	<u><b>94,478</b></u>	<u>82,608</u>

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

	<b>2022</b>	2021
Employees	<u><b>6</b></u>	<u>5</u>

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

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	121,500	98,642	220,142
Investment income	<u>1,390</u>	<u>-</u>	<u>1,390</u>
<b>Total</b>	122,890	98,642	221,532
<b>EXPENDITURE ON</b>			
Raising funds	2,054	1,962	4,016

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>Charitable activities</b>			
Development of Community and Education Centre	33,211	92,180	125,391
Other	-	54,530	54,530
<b>Total</b>	35,265	148,672	183,937
<b>NET INCOME/(EXPENDITURE)</b>	87,625	(50,030)	37,595

**RECONCILIATION OF FUNDS**

<b>Total funds brought forward</b>	165,966	1,112,172	1,278,138
<b>TOTAL FUNDS CARRIED FORWARD</b>	253,591	1,062,142	1,315,733

**10. TANGIBLE FIXED ASSETS**

	Freehold property £	Fixtures and fittings £	Computer equipment £	Totals £
<b>COST</b>				
At 1 March 2021 and 28 February 2022	1,026,869	53,584	2,951	1,083,404
<b>DEPRECIATION</b>				
At 1 March 2021	84,631	20,735	1,968	107,334
Charge for year	42,829	10,716	983	54,528
At 28 February 2022	127,460	31,451	2,951	161,862
<b>NET BOOK VALUE</b>				
At 28 February 2022	899,409	22,133	-	921,542
At 28 February 2021	942,238	32,849	983	976,070

The building will be depreciated in line with the remaining lease life of 24 years from 2019.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**11. STOCKS**

	2022	2021
	£	£
Stocks	<u>7,730</u>	<u>9,730</u>

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

	2022	2021
	£	£
VAT	-	699
Prepayments	<u>2,528</u>	<u>2,245</u>
	<u>2,528</u>	<u>2,944</u>

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

	2022	2021
	£	£
Trade creditors	1,440	-
Taxation and social security	337	-
Other creditors	<u>2,859</u>	<u>9,874</u>
	<u>4,636</u>	<u>9,874</u>

**14. MOVEMENT IN FUNDS**

	At 1/3/21 £	Net movement in funds £	Transfers between funds £	At 28/2/22 £
<b>Unrestricted funds</b>				
General fund	253,590	91,503	(60,000)	285,093
Capital Works Fund	-	-	60,000	60,000
	<u>253,590</u>	<u>91,503</u>	-	<u>345,093</u>
<b>Restricted funds</b>				
Kent County Council Members Grant	10,000	(10,000)	-	-
Heritage Lottery Fund	86,808	(76,986)	-	9,822
Garfield Weston Fund	13,626	(5,140)	-	8,486
Roger De Haan	3,000	(1,000)	-	2,000
Kent Community Fund Loan	6,000	(2,000)	-	4,000
Building Fund	942,239	(42,829)	-	899,410
HF Covid Fund	470	(117)	-	353
	<u>1,062,143</u>	<u>(138,072)</u>	-	<u>924,071</u>
<b>TOTAL FUNDS</b>	<u>1,315,733</u>	<u>(46,569)</u>	-	<u>1,269,164</u>

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	<b>163,059</b>	<b>(71,556)</b>	<b>91,503</b>
<b>Restricted funds</b>			
Kent County Council Members Grant	-	<b>(10,000)</b>	<b>(10,000)</b>
Heritage Lottery Fund	<b>11,029</b>	<b>(88,015)</b>	<b>(76,986)</b>
Garfield Weston Fund	-	<b>(5,140)</b>	<b>(5,140)</b>
Roger De Haan	-	<b>(1,000)</b>	<b>(1,000)</b>
Kent Community Fund Loan	-	<b>(2,000)</b>	<b>(2,000)</b>
Building Fund	-	<b>(42,829)</b>	<b>(42,829)</b>
HF Covid Fund	<b>1</b>	<b>(118)</b>	<b>(117)</b>
	<b>11,030</b>	<b>(149,102)</b>	<b>(138,072)</b>
<b>TOTAL FUNDS</b>	<b>174,089</b>	<b>(220,658)</b>	<b>(46,569)</b>

**Comparatives for movement in funds**

	At 1/3/20 £	Net movement in funds £	Transfers between funds £	At 28/2/21 £
<b>Unrestricted funds</b>				
General fund	165,966	87,624	-	253,590
<b>Restricted funds</b>				
Kent County Council Members Grant	10,000	-	-	10,000
Heritage Lottery Fund	112,124	(1,691)	(23,625)	86,808
Garfield Weston Fund	16,605	(2,979)	-	13,626
Roger De Haan	4,000	(1,000)	-	3,000
Kent Community Fund Loan	8,000	(2,000)	-	6,000
Building Fund	961,443	(42,829)	23,625	942,239
HF Covid Fund	-	470	-	470
	<b>1,112,172</b>	<b>(50,029)</b>	<b>-</b>	<b>1,062,143</b>
<b>TOTAL FUNDS</b>	<b>1,278,138</b>	<b>37,595</b>	<b>-</b>	<b>1,315,733</b>

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	122,890	(35,266)	87,624
<b>Restricted funds</b>			
Heritage Lottery Fund	89,842	(91,533)	(1,691)
Garfield Weston Fund	-	(2,979)	(2,979)
Roger De Haan	-	(1,000)	(1,000)
Kent Community Fund Loan	-	(2,000)	(2,000)
Building Fund	-	(42,829)	(42,829)
HF Covid Fund	8,800	(8,330)	470
	<u>98,642</u>	<u>(148,671)</u>	<u>(50,029)</u>
<b>TOTAL FUNDS</b>	<u><u>221,532</u></u>	<u><u>(183,937)</u></u>	<u><u>37,595</u></u>

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

	At 1/3/20 £	Net movement in funds £	Transfers between funds £	At 28/2/22 £
<b>Unrestricted funds</b>				
General fund	165,966	179,127	(60,000)	285,093
Capital Works Fund	-	-	60,000	60,000
	<u>165,966</u>	<u>179,127</u>	<u>-</u>	<u>345,093</u>
<b>Restricted funds</b>				
Kent County Council Members Grant	10,000	(10,000)	-	-
Heritage Lottery Fund	112,124	(78,677)	(23,625)	9,822
Garfield Weston Fund	16,605	(8,119)	-	8,486
Roger De Haan	4,000	(2,000)	-	2,000
Kent Community Fund Loan	8,000	(4,000)	-	4,000
Building Fund	961,443	(85,658)	23,625	899,410
HF Covid Fund	-	353	-	353
	<u>1,112,172</u>	<u>(188,101)</u>	<u>-</u>	<u>924,071</u>
<b>TOTAL FUNDS</b>	<u><u>1,278,138</u></u>	<u><u>(8,974)</u></u>	<u><u>-</u></u>	<u><u>1,269,164</u></u>



**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**14. MOVEMENT IN FUNDS - continued**

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

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	285,949	(106,822)	179,127
<b>Restricted funds</b>			
Kent County Council Members Grant	-	(10,000)	(10,000)
Heritage Lottery Fund	100,871	(179,548)	(78,677)
Garfield Weston Fund	-	(8,119)	(8,119)
Roger De Haan	-	(2,000)	(2,000)
Kent Community Fund Loan	-	(4,000)	(4,000)
Building Fund	-	(85,658)	(85,658)
HF Covid Fund	8,801	(8,448)	353
	<u>109,672</u>	<u>(297,773)</u>	<u>(188,101)</u>
<b>TOTAL FUNDS</b>	<u>395,621</u>	<u>(404,595)</u>	<u>(8,974)</u>

**15. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 28 February 2022.

**16. DESCRIPTION OF FUNDS**

**KENT COUNTY COUNCIL MEMBERS GRANT**

This grant was awarded to assist with the development the Margate Caves Centre.

**BIG LOTTERY FUND**

This grant is a contribution towards the development of the Margate Caves Centre.

**HERITAGE LOTTERY FUND**

This grant is a contribution towards the development of the Margate Caves Centre.

**GARFIELD WESTON FUND**

This grant is a contribution towards the interpretation and development of learning material for the new build.

Cash funds of £17,874 were spent on 1 May 2019 for an asset with the purpose of developing the new build. The fund balance reported per the accounts is the asset value and these funds will depreciated over the useful life of the asset.

**ROGER DE HAAN FUND**

This grant was awarded for the interpretation of the new build.

Cash funds of £1,062 and £3,938 were spent on 28 June 2019 and 27 August 2019, respectively. The fund balance reported per the accounts is the asset value and these funds will be depreciated over the useful life of the asset.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**NOTES TO THE FINANCIAL STATEMENTS - continued  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

**16. DESCRIPTION OF FUNDS - continued**

**BUILDING FUND**

The building fund relates to the property 1 Northdown Road.

**KENT COMMUNITY FOUNDATION FUND**

This grant was a contribution towards the fitting out of the Community Rooms.

Cash funds of £10,000 were spent on 27 August 2019 towards the fitting out of the Community Rooms. The fund balance reported per the accounts is the asset value and these funds will be depreciated over the useful life of the asset.

**TRUSTHOUSE CHARITABLE FOUNDATION FUND**

This grant is a contribution towards the building of the new Community and Visitor Centre and the refurbishment of the new build.

**HERITAGE COVID FUND**

This grant was awarded for the assistance of associated costs required in order to operate through restrictions applied through Coronavirus.

**17. CHARGES TO PROPERTY**

There are restrictions on the property 1 Northdown Road as set out by the Heritage Lottery Fund and Big Lottery Fund, the funders of the project, stating the charity must keep exclusive control over it. The property must not be sold, let or otherwise parted with or any interest in it, or any rights given over to anyone else without approval beforehand.

If approval is given for the sale of the property, a proportion of the sales price is repayable.

The property must be maintained in good repair and condition and must be insured as set out by the funders guidance.

**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	2022 £	2021 £
<b>INCOME AND ENDOWMENTS</b>		
<b>Donations and legacies</b>		
Admissions	63,698	23,153
Donations	286	123
Shop	14,526	4,332
Cafe	28,670	8,505
Grants	28,086	110,261
Government grants	21,362	46,853
Miscellaneous Income	-	26,915
	<hr/> 156,628	<hr/> 220,142
<b>Investment income</b>		
Community centre	16,844	1,390
Deposit account interest	617	-
	<hr/> 17,461	<hr/> 1,390
<b>Total incoming resources</b>	<hr/> 174,089	<hr/> 221,532
<b>EXPENDITURE</b>		
<b>Other trading activities</b>		
Opening stock	9,730	5,734
Shop expenses	11,408	3,472
Cafe expenses	9,492	4,540
Closing stock	(7,730)	(9,730)
	<hr/> 22,900	<hr/> 4,016
<b>Charitable activities</b>		
Wages	91,113	79,443
Social security	1,823	1,682
Pensions	1,542	1,483
Repairs & renewals	4,678	4,130
Computer expenses	426	880
Insurance	5,669	3,097
Light and heat	3,060	959
Telephone	967	2,412
Printing, postage & stationery	285	129
Advertising and marketing	6,036	9,287
Cleaning & waste disposal	1,971	2,010
Project management	8,800	9,600
Architect fees	-	1,059
Surveyors fees	1,200	-
Miscellaneous expenses	513	325
Carried forward	128,083	116,496

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**THE MARGATE CAVES COMMUNITY EDUCATION  
TRUST (CIO)**

**DETAILED STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 28 FEBRUARY 2022**

	2022 £	2021 £
<b>Charitable activities</b>		
Brought forward	128,083	116,496
Training costs	257	424
Activity costs	1,158	4,816
Fundraising costs	4,143	-
	<u>133,641</u>	<u>121,736</u>
<b>Other</b>		
Freehold property	42,829	42,829
Fixtures and fittings	10,717	10,717
Computer equipment	984	984
	<u>54,530</u>	<u>54,530</u>
<b>Support costs</b>		
<b>Management</b>		
Travel and subsistence	833	-
<b>Finance</b>		
Bank charges	1,604	876
Loan charges	4,000	-
	<u>5,604</u>	<u>876</u>
<b>Governance costs</b>		
Accountancy and legal fees	3,150	2,779
Total resources expended	<u>220,658</u>	<u>183,937</u>
<b>Net (expenditure)/income</b>	<u>(46,569)</u>	<u>37,595</u>

This page does not form part of the statutory financial statements