

**Charity number: 1156458**

**Jane Austen's House Museum**

**Trustees' annual report and financial statements**

**For the year ended 31<sup>st</sup> December 2021**

**Compass Accountants  
Venture House  
The Tanneries  
East Street  
Titchfield  
Hampshire  
PO14 4AR**

## **JANE AUSTEN'S HOUSE MUSEUM**

### **Contents**

	<b>Page</b>
Legal and administrative information	<b>1</b>
Trustees' annual report	<b>2 - 6</b>
Statement of Trustees' responsibilities	<b>7</b>
Auditor's report to the Trustees	<b>8 - 10</b>
Statement of financial activities	<b>11</b>
Balance sheet	<b>12</b>
Notes to the financial statements	<b>13 - 25</b>

## JANE AUSTEN'S HOUSE MUSEUM

### Legal and administrative information

<b>Charity number</b>	1156458
<b>Principal address</b>	Jane Austen's House Winchester Road Chawton Alton Hampshire GU34 1SD
<b>Trustees</b>	Isabel Hughes (Chair) Naomi Conway Martyn Dell Stuart Dorward Brigitte Hamblin (to 21 <sup>st</sup> April 2021) Miranda McKearney (to 8 <sup>th</sup> September 2021) Annabel Partridge Professor Kathryn Sutherland
<b>Auditors &amp; Accountants</b>	Compass Accountants Limited Venture House The Tanneries East Street Titchfield Hampshire PO14 4AR
<b>Bankers</b>	CAF Bank Limited 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ  National Westminster Bank Plc 38 High Street Alton Hampshire GU34 1BF

## **JANE AUSTEN'S HOUSE MUSEUM**

### **Report of the trustees for the year ended 31<sup>st</sup> December 2021**

The Trustees present their report and the financial statements for the year ended 31<sup>st</sup> December 2021. The Trustees who served during the year and up to the date of this report are set out on page 1. The Trustees have had due regard to the guidance issued by the Charity Commission on Public Benefit.

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

The Charity is a Foundation Charitable Incorporated Organisation (CIO) and is governed by its Constitution. The CIO was registered with the Charity Commission on 31<sup>st</sup> March 2014 and was dormant from this date until 1<sup>st</sup> July 2014 when it took over the activities of the Jane Austen Memorial Trust. This transfer was authorised by a section 105 Order issued by the Charity Commission for England and Wales.

#### Affiliation

The Charity is not affiliated to any other Charity.

#### Trustee Induction and Training

There is no formal induction and training for Trustees. However the existing Trustees inform a potential trustee about the charity's mission before any appointment with a view to the potential Trustee helping to achieve the set goals and objectives of the charity. At least three Trustees' meetings are held in a year at which the Trustees can raise and discuss relevant issues.

#### Organisational Structure

The Trustees, who meet regularly throughout the year, are responsible for the overall direction of the charity. Trustees are appointed for an initial term of three years, any vacancies being filled by the selection and appointment of suitable persons by the Trustees. Day to day operations are overseen by the Director, who leads a team of paid staff and volunteers.

#### Risk Management

The Trustees continuously seek to identify or review major risks to which the charity may be exposed on an ongoing basis, documenting them as appropriate in the Risk Register. Once identified, systems and procedures for monitoring and mitigating risks are put into place. The Risk Register is reviewed formally and approved by Trustees annually.

### **Objectives and activities**

#### Principal Activities

Jane Austen's House is a Charitable Incorporated Organisation (CIO) established to advance education and the study of English literature and specifically to advance the works of Jane Austen. These objectives are achieved by managing the opening of the house in Chawton, Hampshire where Jane Austen lived from 1809 to shortly before her death in 1817 as a museum dedicated to her life and writing and by promotions at specific events relating to her works. There have been no changes in the policies adopted to achieve the charity's objectives.

The CIO's principal activities during the period were those of the upkeep and maintenance of Jane Austen's House, making it accessible to the public and to inform about her life and work in furtherance of the educational objective.

The Trustees gratefully acknowledge the work of the volunteer rota in helping to run the Museum.

#### **Achievements and performance**

Despite considerable external challenges and ongoing disruption throughout 2021, Jane Austen's House continued to make significant progress against key strategic aims and the year brought much to be celebrated. It also saw the development and fruition of projects created during 2020 in response to the Covid-19 pandemic.

The UK Government's restrictions on contact between people in public spaces in the early part of the year meant that the House was closed to the public from 1st January to 17th May, a longer period than had been anticipated in the operational plan for the year. This had an immediate impact on visitor numbers, which remained significantly reduced against pre-Covid levels. In total, opening hours in 2021 were reduced by 65% from the 2019 level and, whilst visitor numbers increased from 7,520 in 2020 to 13,982 in 2021, these figures demonstrate that the recovery to pre-Covid



## JANE AUSTEN'S HOUSE MUSEUM

### Report of the trustees for the year ended 31<sup>st</sup> December 2021

levels of attendance is likely to be slow and steady. The House reopened to the public on Wednesday 19th May, operating five days per week until Sunday 31st October, when restoration work on the roof necessitated closure from Mondays to Fridays. The House was open only at weekends from 1st November to the end of the year. Social distancing and Covid-safety measures remained in place throughout 2021.

Despite lower than budgeted visitor numbers, retail spend per head remained strong against budget and sales through the online shop, first launched in early Summer 2020, continued to grow during the year.

Fundraising throughout 2021 was focused on the restoration of the roof of the main house. Surveys carried out in 2019 established that the buildings at Jane Austen's House need major structural repair, redecoration and conservation. An Expression of Interest (EOI) was successfully submitted to the National Lottery Heritage Fund (NLHF) in autumn 2019 for a Large Project Grant that would address all the essential repair work as well as vital improvements to the interpretation and presentation of the site. Changes to NLHF's priorities and grant-making criteria in response to the Covid-19 pandemic meant that the EOI expired. Trustees decided to break the work down into a number of smaller projects. Multiple sources of funding were explored. The Trustees made the decision to prioritise the most urgent area of repair work – the restoration of the roof of the Grade 1 listed main house. Crowdfunding for this project had commenced in 2019 through a Just Giving portal and was relaunched in 2020 under the banner "Sponsor a Roof Tile". Funds raised in this way are held in the restricted Roof Appeal Fund. Donations to this appeal continued throughout 2021. In January 2021 Jane Austen's House was awarded a £85,000 Investing in Hampshire Grant by Hampshire County Council. In September the House received the news that a grant of £85,550 had been awarded through Round 3 of Historic England's Culture Recovery Fund, administered by the Historic Houses Foundation.

The success of these fundraising efforts allowed the Trustees to proceed with the project. Invitations to tender for a project architect and other professional building services were issued in February and the Trustees appointed Pritchard Architecture in March to lead the professional team. All preparation work, including ecological surveys of roosting bats, was completed by July. Invitations to tender for principal contractor were sent out in August and Clarke Roofing (Southern) Ltd were appointed in September. Erection of scaffolding for Phase 1 of the project (preliminary works required to meet the constraints of the bat license) commenced at the end of September. Phase 2, restoration of the main areas of the roof including construction of a temporary roof, began on 1st November. The project is due for completion in mid-April 2022 and the House is expected to be fully open to the public again from early May. Work is now underway to establish the timescale and costings required to deliver the outstanding structural and conservation work on the other historic buildings and structures at the site.

The period under review saw further development of the digital offer first introduced during 2020. Jane Austen's House offered innovative and high-quality digital programming during the months of closure. This offer included online workshops and special events for Valentine's Day, World Book Day and Mothering Sunday. Our Guided Virtual Tours, first launched in November 2020, continued and in March 2021 were named by Forbes Magazine as one of the best in the world. These tours and other digital programming continued after the house reopened to the public, increasing the accessibility of the House, its collection and mission to promote and share the love of Jane Austen's work. In-person events returned in July and were well received and well attended.

Before the House reopened to the public, advantage was taken of the extended closure to redecorate and redisplay two key rooms. Jane's Bedroom was redisplayed to create an atmospheric and authentic bedroom space, while the last room on the house tour, previously known as the Reading Room, was redecorated to create a small temporary exhibition space, now known as the Courtyard Gallery. This space opened with a display on the theme of Jane Austen on holiday. Going forward it will host two temporary displays annually. From December 2021 to February 2022, whilst the House was scaffolded, a new visitor experience - "Six Winters in Jane Austen's Life and Imagination" - was created. This used low light levels, increased audio and new scent diffusers to create a multi-sensory, site- and time-specific experience. A varied and exciting programme of special exhibitions and events is planned for the rest of the year.

The online learning resources funded by the 2020 NLHF Emergency Grant launched in January 2021 have since been used by a wide range of educational institutions, including Oxford University. In early Spring, Jane Austen's House ran a series of online drama workshops, funded by the Jane Austen Society, which used Jane's teenage writings to engage with young people aged 12 to 16. The number of in-person school visits increased on those of 2019 and 2020, while online virtual school visits were popular and an area of growth into 2022.

## **JANE AUSTEN'S HOUSE MUSEUM**

### **Report of the trustees for the year ended 31<sup>st</sup> December 2021**

Generous donations from Professor Kathryn Sutherland and Tom Carpenter allowed the House to run an ambitious and well-received year-long "Creatives in Residence" programme, which paired an artist and a poet for four three-month long digital residencies. All work was shared via the House's website and social media pages.

Regular Trustee meetings continued throughout 2021, with the majority making use of video-conferencing technology. Additionally, the Crisis Team consisting of the Director, Chair of Trustees and two other Trustees continued to meet regularly during the first half of the year to manage the House's day to day response to the Covid-19 situation, reporting back to the full Trustee board after each of its meetings. Similarly, a Roof Steering Group was formed to oversee the delivery of the Roof Restoration project.

Several of the House's existing Trustees completed their term of office in 2021 or will do so in 2022. An open process for recruiting new Trustees commenced in June 2021 via the Jane Austen's House website, Association of Independent Museums and social media. Shortlisting of applicants and interviews took place in early October. Successful candidates were invited to the House in December for an open day. Formal adoption of nine new members of the Trustee board will take place in Spring 2022.

In April 2021 Brigitte Hamblin retired as trustee, having completed her term of office. Miranda McKearney stood down as trustee in September 2021, also having completed her term of office.

#### **Public Benefit**

The aim of the House is to:

- 1) Maintain and keep open for the public Jane Austen's House at Chawton, Hampshire
- 2) Maintain, serve and conserve the collection of artefacts
- 3) Explain and educate about Jane Austen's life, works and family

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

#### **Financial Review**

##### **Review of Business**

The Covid-19 pandemic continued to have a major impact on the financial performance of Jane Austen's House throughout 2021. The House operated on the basis of a short term "survival plan" that aimed to diversify income sources and reduce outgoings to essential items only. The start of roof restoration work later in the year restricted public access to weekends only from 1st November. Early in December 2020 the Trustees approved a provisional budget for 2021 allowing for a small operational surplus on the year and based on the assumption of the House receiving 25,000 visitors in the year (about 60% of the pre Covid level). Measures had been put in place during 2020 to reduce significantly the House's operating expenditure to a sustainable level. However, these assumptions were rapidly overtaken by events as a further period of lockdown restrictions came into force. A thorough review of the budget was undertaken when it became clear that the House was unlikely to be able to reopen until well into the year. In June, the Trustees approved a revised budget for the year based on 15,000 visits and allowing for an operating deficit of just under £60,000. This deficit could be covered by the surplus generated in 2020 through the success of the Survival Appeal and which had been held in reserve against such an eventuality. Actual visitor numbers for the year finally fell just short of those assumed in the revised budget. Admission income for the year increased from just under £62,000 in 2020 to over £125,000 (£276,000 in 2019). The retail sales income of the House's trading subsidiary (see Note 19 to the accounts) increased to £90,000 from just under £67,000 in 2020 (£215,000 in 2019). As mentioned earlier, an extensive programme of "paid for" online events was developed and delivered as part of the plans to diversify sources of income. These proved to be very popular and generated total income of just over £20,000 (£3,000 in 2020).

Overall, the House incurred a net deficit of £40,962 across all funds in the period under review. An operating deficit of £75,346 was generated on the General Fund (excluding designated funds). At the end of the year, the House's free reserves (i.e. those unrestricted funds not tied up in fixed assets or designated for specific purposes) stood at £273,148.

## **JANE AUSTEN'S HOUSE MUSEUM**

### **Report of the trustees for the year ended 31<sup>st</sup> December 2021**

#### **Principal Funding Sources**

The House has traditionally been almost entirely reliant financially on the income from visitor admissions and the sale of books and souvenirs through its trading subsidiary, whose products are specifically dedicated to furthering the House's objectives and the provision of educational resources. As noted earlier, there has been a dramatic fall in income from these sources as a result of the Covid-19 pandemic. The House was able to access various new sources of funding in 2020, principally through NLHF's Emergency Fund and the Government's Coronavirus Job Retention Scheme and Local Restrictions Support Grant. The Government grants continued at a lower level into 2021. The success of the Survival Appeal launched in 2020 enabled a significant surplus to be carried forward on the General Fund into 2021.

The main fundraising effort in 2021 was directed towards the roof restoration project. A total of £234,313 was donated to the Roof Appeal Fund in the year, including substantial grants from Hampshire County Council and Heritage England as noted earlier. The Trustees are also very grateful to other organisations and individuals who have supported the Appeal so generously. £176,528 was expended from the Fund during the year on the restoration work. This first phase of work on the main house will be completed in Spring 2022 with the final overall cost of the project currently estimated to be £322,000. The Trustees are in the early stages of planning fundraising to complete the restoration and repair of the other historic buildings and structures on the site.

The House continued to receive generous support from the Jane Austen Society of North America (JASNA). Donations totalling £12,502 were received during the year and JASNA agreed that these should be earmarked to the Roof Appeal Fund. £2,058 was expended from the JASNA Fund in 2021 on the redecoration of Jane's Bedroom and the Reading Room, calibration of environmental monitoring equipment and ecological services.

Jane's Fund, the House's established public fundraising appeal, received further donations totalling £11,085 in the year. £5,034 was expended on essential remedial electrical works.

The Education Fund was used to develop and run the "Creatives in Residence" programme, as noted earlier.

#### **Investment Policy and Performance**

The Trustees' primary concerns are the liquidity requirements of running Jane Austen's House and fulfilling the reserves policy as described in the paragraph below. Any surplus funds are invested to provide a return which, over the long term, is beneficial to the charity and not subject to unnecessary risk. The Trustees have invested surplus funds in interest-bearing bank deposit accounts.

#### **Reserves**

In 2018 the Trustees considered the level of free reserves (i.e. those unrestricted funds not tied up in fixed assets or designated for another purpose) that should be retained to meet the eventuality of a significant and persistent decline in incoming resources. They agreed that a general reserve should be maintained sufficient to meet a 40% fall on current levels of performance over a two-year period (approximately £275,000). The new policy also clarified the purpose and extent of the House's designated funds, identifying four constituent elements (JASNA donations, Jane's Fund, Acquisitions Fund and Development Fund).

During 2020, the Trustees undertook reviews of the House's risk register and the policy on reserves in response to the Covid-19 pandemic. The major outcome of these reviews was to confirm the vulnerability of the House's existing business model to major fluctuations in visitor numbers. In December 2020, the Trustees formally confirmed the policy on free reserves and the designated funds agreed in 2018, subject to the amendment that the free reserve balance should not be allowed to fall below £100,000 to meet seasonal fluctuations in cash flow and that £5,000 should be set aside annually within Jane's Fund to build up a reserve for the long-term maintenance of the building and collections.

A further review of the risk register was carried out in early 2022. This largely confirmed previous assessments of the impact and likelihood of identified risks. Although the target level for free reserves was based on higher than current levels of income, the Trustees believe that this target should not be reduced in the short term, bearing in mind the continuing uncertainties that could have an impact on the House's finances. At the end of the year free reserves held in the General Fund totalled £273,148 against the target level of £275,000. The Trustees aim to direct any surplus free reserves to the designated funds for building repairs, collections development, feasibility work, acquisitions and match-funding for major development projects.

## JANE AUSTEN'S HOUSE MUSEUM

### Report of the trustees for the year ended 31<sup>st</sup> December 2021

The Trustees will keep the risk register and reserves policy under continuous review and would expect to revise them where necessary to reflect any further change in the House's operating environment.

#### Plans for the future

The Director and Trustees are currently developing a new Business Plan that continues to build on the legacy of past success by diversifying the ways in which people can engage with Jane Austen's House (directly and virtually) and continuing to explore new ways of delivering "paid for" premium services to supplement traditional income sources. Ways of expanding the House's retail and commercial activities are also being actively explored.

#### Fundraising standards

Jane Austen's House carries out fundraising to support its activities in general and for specific projects through direct public appeals on site and through its website and social media pages. Applications are also made to appropriate grant-making bodies. The House does not employ professional fundraisers or engage with commercial partners for these purposes.

#### Auditors

The accounts have been audited by Compass Accountants Limited. A resolution to reappoint the auditor will be put to the members at the Annual General Meeting.

So far as the Trustees are aware, there is no relevant audit information of which the charity's auditors are unaware. Trustees have taken all the steps necessary to make themselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

  
Isabel Hughes  
Chair of Trustees

Date: 13<sup>th</sup> April 2022

## JANE AUSTEN'S HOUSE MUSEUM


### Statement of trustees' responsibilities for the year ended 31<sup>st</sup> December 2021

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Charity 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity 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 in the Charities SORP FRS 102 (2019);
- 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;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

.....

Isabel Hughes  
Chair of Trustees

Date: 13<sup>th</sup> April 2022

## **JANE AUSTEN'S HOUSE MUSEUM**

### **Independent Auditor's Report to the Trustees of Jane Austen's House Museum**

#### **Opinion**

We have audited the financial statements of Jane Austen's House Museum (the 'charity') for the year ended 31<sup>st</sup> December 2021 which comprise the Statement of Financial Activity, the Balance Sheet and notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is 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).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31<sup>st</sup> December 2021, and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### **Other information**

The other information comprises the information included in the trustees annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.



## **JANE AUSTEN'S HOUSE MUSEUM**

### **Independent Auditor's Report to the Trustees of Jane Austen's House Museum**

#### **Matters on which we are required to report by exception**

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the trustees' report; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records; or
- we have not received all the information and explanations we require for our audit.

#### **Responsibilities of trustees**

As explained more fully in the trustees' responsibilities statement [set out on page 7], the trustees are responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud.

The specific procedures for this engagement and the extent to which these are capable of detecting irregularities, including fraud is detailed below:

- We gained an understanding of the legal and regulatory framework applicable to the charity and the sector in which it operates through discussions with management, sector research, and the application of relevant audit knowledge and experience
- We made enquiries of management around actual and potential litigation and claims
- We made enquiries of management and relevant staff, and designed our audit procedures, including reviewing financial statement disclosures and testing of supporting documentation, to assess compliance with applicable laws and regulations. We focussed on laws and regulations which could give rise to material misstatement in the financial statements including, but not limited to, the Charities Act 2011, the Charities SORP, and the Financial Reporting Standard 102.
- We identified the risk of material misstatement of the financial statements due to fraud and designed audit procedures to respond to the risk. We performed audit procedures designed to address the risk of fraud arising from management override of controls, including, but not limited to, testing of journal entries and other adjustments, reviewing accounting estimates for evidence of bias, and evaluating the business rationale of significant transactions outside the normal course of business

## JANE AUSTEN'S HOUSE MUSEUM

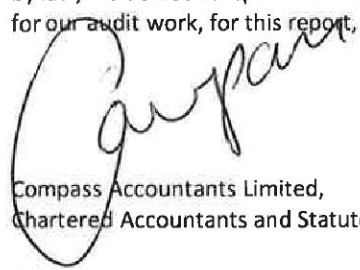
### Independent Auditor's Report to the Trustees of Jane Austen's House Museum

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's trustees those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Compass Accountants Limited,  
Chartered Accountants and Statutory Auditor

Venture House, The Tanneries  
East Street, Titchfield  
Hampshire, PO14 4AR

Date: 28 APRIL 2022

*Compass Accountants Limited is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.*



# JANE AUSTEN'S HOUSE MUSEUM

## Statement of financial activities (incorporating the income and expenditure account)

For the year ended 31<sup>st</sup> December 2021

	Notes	Unrestricted funds £	Restricted funds £	2021 Total £	Unrestricted funds £	Restricted funds £	2020 Total £
<b>Income from:</b>							
Donations and grants	3	83,254	244,246	327,500	269,269	241,574	510,843
Donated assets		-	-	-	170,450	-	170,450
Legacies	4	-	1,000	1,000	-	-	-
Admissions		125,374	-	125,374	61,933	-	61,933
Investment income	5	2,580	-	2,580	2,138	-	2,138
Other income		22,908	-	22,908	4,946	-	4,946
Rental income		1,700	-	1,700	1,700	-	1,700
<b>Total income</b>		<u>235,816</u>	<u>245,246</u>	<u>481,062</u>	<u>510,436</u>	<u>241,574</u>	<u>752,010</u>
<b>Expenditure on:</b>							
Raising funds	6	3,846	-	3,846	3,234	-	3,234
Charitable activities	7	330,717	187,461	518,178	226,271	203,624	429,895
<b>Total expenditure</b>		<u>334,563</u>	<u>187,461</u>	<u>522,024</u>	<u>229,505</u>	<u>203,624</u>	<u>433,129</u>
<b>Net income/(expenditure)</b>		<u>(98,747)</u>	<u>57,785</u>	<u>(40,962)</u>	<u>280,931</u>	<u>37,950</u>	<u>318,881</u>
Transfer between funds		-	-	-	633,738	(633,738)	-
<b>Net movement in funds</b>		<u>(98,747)</u>	<u>57,785</u>	<u>(40,962)</u>	<u>914,669</u>	<u>(595,788)</u>	<u>318,881</u>
<b>Reconciliation of funds:</b>							
Total funds brought forward		<u>2,192,538</u>	<u>59,522</u>	<u>2,252,060</u>	<u>1,277,869</u>	<u>655,310</u>	<u>1,933,179</u>
<b>Total funds carried forward</b>		<u>2,093,791</u>	<u>117,307</u>	<u>2,211,098</u>	<u>2,192,538</u>	<u>59,522</u>	<u>2,252,060</u>

The notes on pages 13 to 24 form an integral part of these financial statements

# JANE AUSTEN'S HOUSE MUSEUM

## Balance Sheet

As at 31st December 2021

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	11	9,588	22,436
Heritage assets	12	1,618,993	1,642,863
Investments	13	100	100
		<u>1,628,681</u>	<u>1,665,399</u>
<b>Current assets</b>			
Debtors	14	163,766	84,867
Cash at bank and in hand		<u>512,018</u>	<u>532,228</u>
		675,784	617,095
<b>Creditors: amounts falling due within one year</b>	15	<u>(93,367)</u>	<u>(30,434)</u>
<b>Net current assets</b>		<u>582,517</u>	<u>586,661</u>
<b>Total assets less current liabilities</b>		<u>2,211,098</u>	<u>2,252,060</u>
<b>Funds</b>	16		
Restricted funds	18	117,307	59,522
Designated funds		191,962	178,337
General unrestricted funds		<u>1,901,829</u>	<u>2,014,201</u>
Total unrestricted funds	17	<u>2,093,791</u>	<u>2,192,538</u>
<b>Total funds</b>		<u>2,211,098</u>	<u>2,252,060</u>

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by

  
Isabel Hughes  
Chair of Trustees

Date: 13<sup>th</sup> April 2022

The notes on pages 13 to 24 form an integral part of these financial statements

**Notes to the financial statements  
for the year ended 31<sup>st</sup> December 2021**

**1 Accounting policies**

**1.1. Charity information**

Jane Austen's House Museum is a Foundation Charitable Incorporated Organisation (CIO) registered in England & Wales. The principal address is Jane Austen's House, Winchester Road, Chawton, Alton, Hampshire, GU34 1SD.

Jane Austen's House Museum meets the definition of a public benefit entity under section 34 of FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy.

The principal objectives of the charity are detailed in the Trustees report.

**1.2. Basis of accounting**

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with 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) issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, and UK Generally Accepted Accounting Practice.

The financial statements are presented in sterling which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The Charity has taken advantage of the exemption in the Charities Act 2011 not to prepare consolidated accounts on the basis that the group, of which this is the parent, qualifies as a small group. The financial statements present information about the Charity as an individual and not about its group.

**1.3. Going concern – the impact of the coronavirus pandemic**

During late February and early March 2020 the Trustees received regular briefings and updates on the development of the Covid-19 outbreak in the UK. When the full impact of this became apparent Trustees took the decision to close the House from 20th March 2020 and responded appropriately to subsequent changes in the national measures to control the spread of the virus during the remainder of that year. A further wave of Covid infections late in 2020 led to another extended period of closure in the first four and a half months of 2021. Trustees have continued to hold regular meetings through video conferencing and established a Crisis Team (Director, Chair of Trustees and two other Trustees) to manage the situation on a day to day basis in response to directions and guidance from the UK Government and its agencies. As noted in the Trustees' report, the House has traditionally been almost entirely reliant on income from visitors to meet its running costs. The availability of various new grants and emergency funds coupled with action taken to reduce the cost base enabled the House to emerge from 2020 with an operating surplus and strong reserves. The operating deficit in 2021 was covered by the accumulated surplus on the General Fund (specifically by applying donations raised in 2020 through the Survival Appeal). In December 2021 the Trustees agreed a budget for 2022 based on the assumption of the House receiving 26,000 visitors in the year, giving a budgeted surplus of £31,000. Financial forecasts beyond 2022 are very tentative at this stage, but the business planning process will bring this into sharper focus over the next few months. Further phases of restoration and repair work will be undertaken only when sufficient additional funding has been secured.

The Trustees are fully aware that, in a period of great uncertainty, unforeseen circumstances could necessitate significant changes to the House's current financial plans. The overall financial position is monitored continuously and reported to Trustees at each meeting. Cash flow forecasts are updated on a regular basis. With these measures in place and taking the reserves position into account, the Trustees are confident that the House can continue to operate solvently in the short and medium term. The principal aim of the new business plan will be to ensure the long-term financial sustainability of the House.

At the time of approving the financial statements, the Trustees therefore have a reasonable expectation that the House has adequate resources to continue in operational existence for the foreseeable future. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

## JANE AUSTEN'S HOUSE MUSEUM

### Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

#### 1.4. Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

Restricted funds are subject to specific conditions on their expenditure imposed by the donor. The purposes and uses of the restricted funds are set out in the notes to the accounts.

Designated funds represent monies set aside by Trustees to provide for future acquisitions of Jane Austen artefacts, restoration projects and enhancement of the museum facilities.

#### 1.5. Incoming resources

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

Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable.

Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included.

Investment income is included when receivable.

Grants, where related to performance and specific deliverables, are accounted for as charity earns the right to consideration by its performance.

Legacies are included when the charity is advised by the personal representative of an estate that payment will be made or property transferred and the amount involved can be quantified.

#### 1.6. Resources expended

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported separately as irrecoverable VAT.

Fundraising costs comprise the costs associated with attracting visitors to Jane Austen's House.

Charitable expenditure comprises those costs incurred by the Charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs include governance costs which are costs associated with meeting the constitutional and statutory requirements of the Charity and include the audit fees and costs linked to the strategic management of the Charity.

#### 1.7. Tangible fixed assets and depreciation

Tangible fixed assets with a cost or value greater than £500 and a useful life exceeding one year are stated at cost less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Fixtures and fittings	-	5 years straight line
Computer equipment	-	3 years straight line

**Notes to the financial statements  
for the year ended 31<sup>st</sup> December 2021**

**1.8. Heritage assets**

Heritage assets predominantly relate to the cost of the building, subsequent capital improvements and exhibits held in the museum. Heritage assets are recognised and measured at cost as the Trustees do not consider that reliable valuation information can be obtained. This because of the diverse nature of the assets held, the number of assets held and the lack of comparable market values.

No depreciation is provided on the freehold property and capital improvements as in the opinion of the Trustees the current market value exceeds the combined value of property and improvements.

Exhibits are not depreciated since they are maintained at their current condition by a continuing conservation programme. The cost of conservation of exhibits is reported in the Statement of Financial Activities in the year it is incurred.

**1.9. Fixed asset investments**

Fixed asset investments are initially measured at cost and subsequently measured at cost less any accumulated impairment losses. The investments are assessed for impairment at each reporting date and any impairment losses or reversals of impairment losses are recognised immediately in net income/(expenditure) for the year.

A subsidiary is an entity controlled by the Charity. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

**1.10. Cash and cash equivalents**

Cash and cash equivalents include cash in hand and deposits held at call with banks.

**1.11. Financial Instruments**

The Trust has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS102 to all of its financial instruments.

Financial instruments are recognised when the Charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

**2. Critical accounting estimates and judgements**

In the application of the Charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# JANE AUSTEN'S HOUSE MUSEUM

## Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

### 3. Donations

	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
JASNA Fund	-	-	-	-	18,726
Jane's Fund	-	11,085	-	11,085	33,158
Roof appeal	-	-	62,721	62,721	47,849
Survival appeal	-	-	-	-	106,752
Small business COVID grants	23,857	-	-	23,857	28,000
Coronavirus Job Retention Scheme grant	-	-	10,933	10,933	52,979
National Lottery Heritage Fund emergency	-	-	-	-	123,000
John Murray Charitable Trust	-	-	-	-	10,000
Art fund – Mary Pearson	-	-	-	-	3,000
Art fund – Jane at Home	-	-	-	-	8,200
Beecroft grant – Mary Pearson	-	-	-	-	3,816
Historic Houses Foundation	-	-	85,592	85,592	-
HCC Invest in Hampshire	-	-	85,000	85,000	-
Gift aid payment from subsidiary	29,665	-	-	29,665	41,935
Sundry donations and grants	18,315	332	-	18,647	33,428
	<u>71,837</u>	<u>11,417</u>	<u>244,246</u>	<u>327,500</u>	<u>510,843</u>

For the year ended 31<sup>st</sup> December 2020 the Charity received restricted donations of £241,574, designated donations of £56,252 and unrestricted donations of £213,017.

### 4. Legacies

	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	2020 Total £
Legacies	-	-	1,000	1,000	-
	<u>-</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>	<u>-</u>

### 5. Investment income

	Unrestricted funds £	2021 Total £	Unrestricted funds £	2020 Total £
Interest receivable from group undertakings	2,564	2,564	2,007	2,007
Bank interest receivable	16	16	131	131
	<u>2,580</u>	<u>2,580</u>	<u>2,138</u>	<u>2,138</u>

# JANE AUSTEN'S HOUSE MUSEUM

## Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

### 6. Fundraising

	Unrestricted funds £	2021 Total £	Unrestricted funds £	2020 Total £
Advertising and publicity	3,846	3,846	3,234	3,234
	<u>3,846</u>	<u>3,846</u>	<u>3,234</u>	<u>3,234</u>

### 7. Charitable activities

	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £	Unrestricted funds £	Restricted funds £	2020 Total £
Wages	180,535	-	10,933	191,468	110,951	116,985	227,936
Employer's NIC	13,107	-	-	13,107	11,267	-	11,267
Employer's pension costs	8,089	-	-	8,089	8,603	-	8,603
Project expenses	5,084	10,948	165,683	181,715	9,919	73,033	82,952
Conservation of exhibits	262	-	-	262	879	-	879
Governance & support costs	112,692	-	10,845	123,537	84,652	13,606	98,258
	<u>319,769</u>	<u>10,948</u>	<u>187,461</u>	<u>518,178</u>	<u>226,271</u>	<u>203,624</u>	<u>429,895</u>

For the year ended 31<sup>st</sup> December 2020 the Charity's expenditure on charitable activities consisted of £203,674 restricted funds, £9,174 designated funds and £217,097 unrestricted funds.

# JANE AUSTEN'S HOUSE MUSEUM

## Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

### 8. Governance and support costs

	Unrestricted funds £	Restricted funds £	2021 Total £	Unrestricted funds £	2020 Total £
<b>Support costs</b>					
Upkeep of garden	6,086	-	6,086	5,059	5,059
Rates	197	-	197	603	603
Light and heat	5,263	-	5,263	3,868	3,868
Computer and software	10,817	-	10,817	11,476	11,476
Telephone	761	-	761	648	648
Insurance	18,329	-	18,329	17,463	17,463
Repairs and maintenance	8,568	-	8,568	10,387	10,387
Retail terminal, transaction and equipment costs	5,418	-	5,418	2,330	2,330
Depreciation of fixtures and fittings	13,528	-	13,528	20,089	20,089
Postage and packaging	62	-	62	160	160
Cleaning	3,109	-	3,109	4,219	4,219
Staff and volunteer travel	400	-	400	1,101	1,101
Office stationery	346	-	346	998	998
Fundraising and training expenses	2,241	-	2,241	1,404	1,404
Miscellaneous	765	-	765	1,689	1,689
Bank interest and charges	576	-	576	677	677
Staff and volunteer refreshments	691	-	691	446	446
Irrecoverable VAT	4,715	10,845	15,560	6,669	6,669
Recruitment	-	-	-	-	-
Loss on disposal of fixed asset	23,870	-	23,870	3,059	3,059
<b>Governance costs</b>					
Audit fees	3,300	-	3,300	3,300	3,300
Accountancy fees	2,515	-	2,515	2,515	2,515
Professional fees	1,110	-	1,110	-	-
Travel	25	-	25	98	98
	<u>112,692</u>	<u>10,845</u>	<u>123,537</u>	<u>98,258</u>	<u>98,258</u>

### 9. Net incoming resources for the year

	2021 £	2020 £
Net incoming resources is stated after charging:		
Depreciation and other amounts written off tangible fixed assets	37,398	23,195
Auditors' remuneration	3,300	3,300
Auditors' remuneration from non-audit work	<u>2,515</u>	<u>2,515</u>



# JANE AUSTEN'S HOUSE MUSEUM

## Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

### 10. Employees

	2021	2020
	£	£
<b>Employment costs</b>		
Total wages and salaries	211,013	251,344
Less recharged to J A H M Trading	(21,861)	(11,958)
Less recharged to projects	(600)	(11,450)
	188,552	227,936
Social security costs	13,107	11,267
Pension costs	8,089	8,603
	<u>209,748</u>	<u>247,806</u>

No employee received emoluments of more than £60,000 (2020: None). Total wages and salaries for 2021 do not include any one-off redundancy payments with termination benefits of £Nil (2020: £10,301 – 3 redundancies) being paid.

### Number of employees

The average monthly numbers of employees (including the trustees) during the year was as follows:

	2021 Number	2020 Number
Retail	7	7
Museum	8	8
	<u>15</u>	<u>15</u>

No trustee received remuneration during the year (2020: £Nil). No trustee were reimbursed for travel expenses in the year (2020: £15 – 1 trustee).

### 11. Tangible fixed assets

	Fixtures and fittings £	Computer Equipment £	Total £
<b>Cost</b>			
At 1 <sup>st</sup> January 2021	63,972	12,387	76,359
Additions	680	-	680
Disposals	(701)	-	(701)
At 31 <sup>st</sup> December 2021	<u>63,951</u>	<u>12,387</u>	<u>76,338</u>
<b>Depreciation</b>			
At 1 <sup>st</sup> January 2021	42,707	11,216	53,923
Charge for the year	12,406	1,122	13,528
Eliminated in respect of disposals	(701)	-	(701)
At 31 <sup>st</sup> December 2021	<u>54,412</u>	<u>12,338</u>	<u>66,750</u>
<b>Net book values</b>			
At 31 <sup>st</sup> December 2021	<u>9,539</u>	<u>49</u>	<u>9,588</u>
At 31 <sup>st</sup> December 2020	<u>21,265</u>	<u>1,171</u>	<u>22,436</u>

All tangible fixed assets are held and used for direct charitable purposes.

## JANE AUSTEN'S HOUSE MUSEUM

### Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

#### 12. Heritage assets

	Freehold property £	Improvements to property £	Exhibits £	Total £
<b>Cost</b>				
At 1 <sup>st</sup> January 2021	62,500	970,536	609,827	1,642,863
Additions	-	-	-	-
Disposals	-	(23,870)	-	(23,870)
At 31 <sup>st</sup> December 2021	<u>62,500</u>	<u>946,666</u>	<u>609,827</u>	<u>1,618,993</u>
<b>Depreciation</b>				
At 1 <sup>st</sup> January and 31 <sup>st</sup> December 2021	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Net book values</b>				
At 31 <sup>st</sup> December 2021	<u>62,500</u>	<u>946,666</u>	<u>609,827</u>	<u>1,618,993</u>
At 31 <sup>st</sup> December 2020	<u>62,500</u>	<u>970,536</u>	<u>609,827</u>	<u>1,642,863</u>

The heritage assets are of historic importance and include £1,009,166 which relates to the cost of the building and subsequent capital improvements. The original building was built in the seventeenth century and was the home of Jane Austen. This building is open to the public. The remaining £609,827 relates to exhibits which are connected to Jane Austen or her family which the Charity holds to exhibit in the museum.

#### Five year summary of heritage asset transactions

	2021 £	2020 £	2019 £	2018 £	2017 £
<b>Additions</b>					
Improvements to property	-	-	27,490	1,252	7,799
Exhibits	-	177,250	41,076	4,300	74,066
Total additions	<u>-</u>	<u>177,250</u>	<u>68,566</u>	<u>5,552</u>	<u>81,865</u>
<b>Disposals</b>					
Improvements to property	-	805	403	-	-
Exhibits	-	601	3,399	-	-
Total disposals	<u>-</u>	<u>1,406</u>	<u>3,802</u>	<u>-</u>	<u>-</u>

#### 13. Fixed asset investments

	Subsidiary undertakings shares £	Total £
<b>Cost</b>		
At 1 January 2021 and		
At 31 December 2021	<u>100</u>	<u>100</u>

Investments represent 100% of the issued share capital in J A H M Trading Limited.

# JANE AUSTEN'S HOUSE MUSEUM

## Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

### 14. Debtors

	2021 £	2020 £
Grants receivable	102,118	-
Amounts owed by subsidiary undertakings	17,833	79,493
Other debtors	6,424	2,073
Prepayments and accrued income	37,391	3,301
	<u>163,766</u>	<u>84,867</u>

### 15. Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	4,534	4,361
Trade creditors	9,876	6,609
Other creditors	15,517	13,284
Accruals and deferred income	63,440	6,180
	<u>93,367</u>	<u>30,434</u>

### 16. Analysis of net assets between funds

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £
Fund balances at 31 December 2021 as represented by:				
Tangible fixed assets	9,588	-	-	9,588
Heritage assets	1,618,993	-	-	1,618,993
Investments	100	-	-	100
Current assets	313,374	191,962	170,448	675,784
Current liabilities	(40,226)	-	(53,141)	(93,367)
	<u>1,901,829</u>	<u>191,962</u>	<u>117,307</u>	<u>2,211,098</u>

	Unrestricted funds £	Designated Funds £	Restricted funds £	Total funds £
Fund balances at 31 December 2020 as represented by:				
Tangible fixed assets	22,436	-	-	22,436
Heritage assets	1,642,863	-	-	1,642,863
Investments	100	-	-	100
Current assets	379,236	178,337	59,522	617,095
Current liabilities	(30,434)	-	-	(30,434)
	<u>2,014,201</u>	<u>178,337</u>	<u>59,522</u>	<u>2,252,060</u>

# JANE AUSTEN'S HOUSE MUSEUM

## Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

### 17. Unrestricted funds

	At 1 <sup>st</sup> January 2021 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 <sup>st</sup> December 2021 £
Unrestricted funds	2,014,201	224,399	(323,615)	(13,156)	1,901,829
Designated funds:					
JASNA (conservation) fund	41,092	-	(2,058)	-	39,034
Jane's fund	46,877	11,085	(5,034)	(10,000)	42,928
Long term maintenance fund	-	-	-	10,000	10,000
Acquisitions fund	44,148	-	-	5,852	50,000
Development fund	43,002	-	(156)	7,154	50,000
Education fund	3,218	332	(3,700)	150	-
Designated funds:	178,337	11,417	(10,948)	13,156	191,962
	<u>2,192,538</u>	<u>235,816</u>	<u>(334,563)</u>	<u>-</u>	<u>2,093,791</u>
	At 1 <sup>st</sup> January 2020 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 <sup>st</sup> December 2020 £
Unrestricted funds	1,134,936	454,184	(220,331)	645,412	2,014,201
Designated funds:					
JASNA (conservation) fund	26,004	18,726	(3,638)	-	41,092
Jane's fund	25,734	33,158	(341)	(11,674)	46,877
Acquisitions fund	44,148	-	-	-	44,148
Development fund	47,047	1,000	(5,045)	-	43,002
Education fund	-	3,368	(150)	-	3,218
Designated funds:	142,933	56,252	(9,174)	(11,674)	178,337
	<u>1,277,869</u>	<u>510,436</u>	<u>(229,505)</u>	<u>633,738</u>	<u>2,192,538</u>

Designated funds represent monies set aside by Trustees to provide for future acquisitions of Jane Austen artefacts, restoration projects, and enhancement of the museum facilities.

Transfers to the general fund occur when the funds have been spent on capital items as designated.

## JANE AUSTEN'S HOUSE MUSEUM

### Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

#### 18. Restricted funds

	At 1 January 2021 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 December 2021 £
Roof Appeal Fund	59,522	234,313	(176,528)	-	117,307
Coronavirus Job Retention Scheme	-	10,933	(10,933)	-	-
	<u>59,522</u>	<u>245,246</u>	<u>(187,461)</u>	<u>-</u>	<u>117,307</u>

	At 1 January 2020 £	Incoming resources £	Outgoing resources £	Transfers £	At 31 December 2020 £
Conservation Fund	113,792	-	-	(113,792)	-
Heritage Lottery Fund	516,120	-	-	(516,120)	-
Heritage Lottery Resilient Fund	20,648	730	(22,108)	730	-
AIM Conservation Fund	4,750	-	(4,750)	-	-
Mary Pearson Portrait Fund	-	6,817	(17)	(6,800)	-
Jane at Home Fund	-	10,200	(10,200)	-	-
Roof Appeal Fund	-	47,848	-	11,674	59,522
Coronavirus Job Retention Scheme	-	52,979	(52,979)	-	-
National Lottery Heritage Emergency Fund	-	123,000	(113,570)	(9,430)	-
	<u>655,310</u>	<u>241,574</u>	<u>(203,624)</u>	<u>(633,738)</u>	<u>59,522</u>

#### Purposes of restricted funds

The Conservation Fund represented grants received for the conservation of exhibits belonging to the Charity.

The Heritage Lottery Fund represented grants awarded to fund 81% of the Museum Development project. The funds have been spent on capital items as designated.

The Heritage Lottery Resilient Fund was a grant awarded for two temporary staff members, consultancy advice and capital expenditure to build the Charity's strategic, operational and income generating functions.

The AIM Conservation Fund was established with a grant from the Association of Independent Museums towards the cost of conserving a portrait of Fanny Knight, which forms part of the Museum's collections.

The Mary Pearson Portrait Fund comprised grants received from the Art Fund and the Beecroft Fund towards the costs of the Museum's acquisition of a portrait miniature of Mary Pearson, who had been engaged briefly to Jane Austen's brother Henry.

The Jane at Home Fund comprised grants received from the Art Fund and the South Downs National Park Authority towards the costs of the "Jane at Home" project, part of the programme of improved online content developed in response to the coronavirus restrictions on physical site visits.

The Roof Appeal Fund holds donations received through the "Sponsor a Roof Tile" Appeal and grants received towards the project.

Grants received through the UK Government's Coronavirus Job Retention Scheme and the National Lottery Heritage Fund's Emergency Grant programme were used for their specified purposes.

## JANE AUSTEN'S HOUSE MUSEUM

### Notes to the financial statements for the year ended 31<sup>st</sup> December 2021

Transfers to the general fund occur when the funds have been spent on capital items as specified and there are no remaining conditions to satisfy.

#### 19. Subsidiaries

Details of the Charity's subsidiaries at 31<sup>st</sup> December 2021 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held
J A H M Trading Company Limited	England & Wales	Retail sales at Jane Austen's House Museum	Ordinary	100

#### 20. Related party transactions

During the year, under the terms of a Service Agreement, there were recharges to the subsidiary relating to shared costs which comprised the following:

	2021 £	2020 £
Retail staff	21,861	11,958
Cybertill transaction charges	4,088	1,989
Building repair and maintenance	443	437
Utilities	718	527
Insurance	1,713	1,596
IT and telecoms	360	360
Rent	1,700	1,700
	<u>30,883</u>	<u>18,567</u>

#### 21. Financial instruments

The carrying amounts of the charity's financial instruments are as follows:

	2021 £	2020 £
<i>Financial assets</i>		
Debt instruments measured at amortised cost:		
- Grants receivable (note 14)	102,118	-
- Amounts owed by subsidiary undertakings (note 14)	<u>17,833</u>	<u>79,493</u>
	119,951	79,493
<i>Financial liabilities</i>		
Measured at amortised cost		
- Trade creditors (note 15)	9,876	6,609
- Other creditors (note 15)	<u>15,517</u>	<u>13,284</u>
	25,393	19,893

Site Supervision Limited  
O1067B/B01  
31 March 2022

Prepared by: LT  
Reviewed by:

14/04/2022

**Site Supervision Limited**  
**Directors' Loan Account**  
**For the period ending 31 March 2022**

P & T O'Rourke	Date	Dr	Cr	Balance
Balance brought forward	01/04/2021	100,590.59	-	100,590.59
Dividend paid - Theresa	01/04/2021		70,000.00	- 30,590.59
Dividend paid - Paul	01/04/2021		70,000.00	- 39,409.41
Drawings	01/04/2021	2,400.00		- 37,009.41
Drawings	06/04/2021	600.00		- 36,409.41
Drawings	08/04/2021	500.00		- 35,909.41
Drawings	09/04/2021	1,500.00		- 34,409.41
Drawings	15/04/2021	500.00		- 33,909.41
Drawings	19/04/2021	2,000.00		- 31,909.41
Drawings	19/04/2021	1,000.00		- 30,909.41
Drawings	26/04/2021	604.00		- 30,305.41
Wages - Phil	30/04/2021		1,047.50	- 31,352.91
Wages - Theresa	30/04/2021		1,047.50	- 32,400.41
Drawings	03/05/2021	2,000.00		- 30,400.41
Drawings	04/05/2021	250.00		- 30,150.41
Drawings	06/05/2021	2,000.00		- 28,150.41
Drawings	07/05/2021	1,000.00		- 27,150.41
Drawings	10/05/2021	1,500.00		- 25,650.41
Drawings	12/05/2021	3,200.00		- 22,450.41
Drawings	14/05/2021	1,000.00		- 21,450.41
Drawings	17/05/2021	2,000.00		- 19,450.41
Drawings	17/05/2021	1,000.00		- 18,450.41
Drawings	24/05/2021	1,900.00		- 16,550.41
Wages - Phil	31/05/2021		1,047.50	- 17,597.91
Wages - Theresa	31/05/2021		1,047.50	- 18,645.41
Drawings	03/06/2021	2,000.00		- 16,645.41
Drawings	08/06/2021	2,000.00		- 14,645.41
Drawings	17/06/2021	1,000.00		- 13,645.41
Drawings	18/06/2021	1,000.00		- 12,645.41
Drawings	21/06/2021	500.00		- 12,145.41
Drawings	25/06/2021	2,000.00		- 10,145.41
Wages - Phil	30/06/2021		1,047.50	- 11,192.91
Wages - Theresa	30/06/2021		1,047.50	- 12,240.41
Drawings	01/07/2021	100.00		- 12,140.41
Drawings	06/07/2021	2,500.00		- 9,640.41
Drawings	11/07/2021	3,000.00		- 6,640.41
Drawings	15/07/2021	3,200.00		- 3,440.41
Personal Tax - Phil	15/07/2021	3,712.50	-	272.09
Personal Tax - Theresa	15/07/2021	3,712.50	-	3,984.59
Drawings	19/07/2021	2,300.00	-	6,284.59
Drawings	28/07/2021	1,000.00	-	7,284.59
Drawings	31/07/2021	2,000.00	-	9,284.59
Wages - Phil	31/07/2021		1,047.50	- 8,237.09
Wages - Theresa	31/07/2021		1,047.50	- 7,189.59
Drawings	02/08/2021	3,000.00	-	10,189.59
Drawings	11/08/2021	1,000.00	-	11,189.59
Drawings	12/08/2021	1,000.00	-	12,189.59
Drawings	13/08/2021	3,200.00	-	15,389.59
Drawings	16/08/2021	1,000.00	-	16,389.59
Drawings	16/08/2021	1,000.00	-	17,389.59
Drawings	18/08/2021	2,300.00	-	19,689.59
Drawings	19/08/2021	1,000.00	-	20,689.59
Drawings	27/08/2021	500.00	-	21,189.59
Wages - Phil	31/08/2021		1,047.50	- 20,142.09
Wages - Theresa	31/08/2021		1,047.50	- 19,094.59
Drawings	01/09/2021	3,000.00	-	22,094.59
Drawings	08/09/2021	500.00	-	22,594.59
Drawings	08/09/2021	500.00	-	23,094.59
Drawings	10/09/2021	1,000.00	-	24,094.59

Drawings	13/09/2021	1,500.00	-	25,594.59
Drawings	15/09/2021	3,000.00	-	28,594.59
Drawings	15/09/2021	500.00	-	29,094.59
Drawings	15/09/2021	3,500.00	-	32,594.59
Drawings	22/09/2021	1,500.00	-	34,094.59
Drawings	25/09/2021	6,500.00	-	40,594.59
Drawings	25/09/2021	500.00	-	41,094.59
Drawings	28/09/2021	500.00	-	41,594.59
Drawings	29/09/2021	500.00	-	42,094.59
Wages - Phil	30/09/2021		1,047.50	- 41,047.09
Wages - Theresa	30/09/2021		1,047.50	- 39,999.59
Drawings	01/10/2021	4,000.00	-	43,999.59
Drawings	07/10/2021	600.00	-	44,599.59
Drawings	12/10/2021	3,000.00	-	47,599.59
Drawings	18/10/2021	1,500.00	-	49,099.59
Drawings	18/10/2021	900.00	-	49,999.59
Drawings	21/10/2021	500.00	-	50,499.59
Drawings	25/10/2021	1,700.00	-	52,199.59
Drawings	28/10/2021	1,000.00	-	53,199.59
Wages - Phil	31/10/2021		1,047.50	- 52,152.09
Wages - Theresa	31/10/2021		1,047.50	- 51,104.59
Drawings	02/11/2021	2,000.00	-	53,104.59
Drawings	05/11/2021	2,000.00	-	55,104.59
Drawings	10/11/2021	1,500.00	-	56,604.59
Drawings	11/11/2021	3,200.00	-	59,804.59
Drawings	13/11/2021	3,540.00	-	63,344.59
Drawings	23/11/2021	2,500.00	-	65,844.59
Drawings	28/11/2021	2,000.00	-	67,844.59
Wages - Phil	30/11/2021		1,047.50	- 66,797.09
Wages - Theresa	30/11/2021		1,047.50	- 65,749.59
Drawings	01/12/2021	5,000.00	-	70,749.59
Drawings	01/12/2021	500.00	-	71,249.59
Drawings	12/12/2021	6,200.00	-	77,449.59
Drawings	14/12/2021	6,500.00	-	83,949.59
Drawings	16/12/2021	7,500.00	-	91,449.59
Drawings	16/12/2021	7,500.00	-	98,949.59
Drawings	17/12/2021	7,500.00	-	106,449.59
Drawings	17/12/2021	7,500.00	-	113,949.59
Drawings	20/12/2021	1,000.00	-	114,949.59
Drawings	22/12/2021	6,000.00	-	120,949.59
Drawings	22/12/2021	300.00	-	121,249.59
Wages - Phil	31/12/2021		938.66	- 120,310.93
Wages - Theresa	31/12/2021		938.66	- 119,372.27
Personal Tax - Theresa	27/01/2022	8,320.06	-	127,692.33
Personal Tax - Phil	27/01/2022	8,349.33	-	136,041.66
Capital Introduced	27/01/2022		16,900.00	- 119,141.66
Wages - Phil	31/01/2022		921.80	- 118,219.86
Wages - Theresa	31/01/2022		921.80	- 117,298.06
Drawings	04/02/2022	2,000.00	-	119,298.06
Drawings	14/02/2022	1,500.00	-	120,798.06
Drawings	21/02/2022	2,300.00	-	123,098.06
Drawings	28/02/2022	3,500.00	-	126,598.06
Wages - Phil	28/02/2022		921.80	- 125,676.26
Wages - Theresa	28/02/2022		921.80	- 124,754.46
Drawings	01/03/2022	3,000.00	-	127,754.46
Drawings	10/03/2022	1,000.00	-	128,754.46
Drawings	21/03/2022	1,000.00	-	129,754.46
Drawings	24/03/2022	1,000.00	-	130,754.46
Wages - Phil	31/03/2022		921.80	- 129,832.66
Wages - Theresa	31/03/2022		921.80	- 128,910.86
Capital Introduced	31/03/2022		987.37	- 127,923.49
Drawings	31/03/2022	1,500.00	-	129,423.49
Balance carried forward	31/03/2022		-	129,423.49
		<b>311,478.98</b>	<b>311,478.98</b>	

I confirm that the above statement is a true reflection of my directors loan account with the company and at the end of the accounting period I owed £129,423.49 to the company.

P & T O'Rourke

Date