

FORD GREEN HALL MUSEUM LTD

England & Wales · Charity number 1156839

Details

Status Registered

Legal form Charitable company

Company number [07978032](#)

Registered 2014-04-29

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

Contact

Address Ford Green Hall
Ford Green Road
Stoke-on-Trent
Staffs
ST6 1NG

Phone 01782537696

Email fordgreenhall.museum@gmail.com

Website www.fordgreenhall.org.uk

Activities

Objects: 1) TO ADVANCE EDUCATION BY THE ESTABLISHMENT AND MAINTENANCE OF A MUSEUM.2) TO SUPPORT SUCH CHARITABLE PURPOSES FOR THE PUBLIC BENEFIT AS ARE EXCLUSIVELY CHARITABLE ACCORDING TO THE LAWS OF ENGLAND AND WALES AS THE TRUSTEES MAY FROM TIME TO TIME DETERMINE.

Activities: Ford Green Hall Museum offers visitors a fascinating insight into the life in the 17th Century. The rooms are furnished with an outstanding collection of textiles, ceramics and furniture. The Hall welcomes all and appeals to a wide range of ages and encourages schools to visit and take part in activities.

Classification

- **How:** Provides Buildings/facilities/open Space, Provides Services
- **What:** Education/training, Arts/culture/heritage/science, Environment/conservation/heritage
- **Who:** Children/young People, Elderly/old People, The General Public/mankind

Geography

- Cheshire East
- Staffordshire
- Stoke-on-trent City

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|----------|-------------|--------|-----------|
| 2025-03-31 | £70,586 | £85,705 | - | - |
| 2024-03-31 | £66,331 | £96,580 | - | - |
| 2023-03-31 | £71,640 | £83,020 | - | - |
| 2022-03-31 | £62,849 | £77,197 | - | - |
| 2021-03-31 | £143,249 | £115,271 | - | - |

Trustees

| Name | Role | Appointed |
|----------------------|-------|------------|
| NEIL DAWSON | Chair | 2014-02-19 |
| Amanda Jane Casewell | | 2025-08-21 |
| Dr Susan Bradbury | | 2019-10-20 |
| Karen Lesley Kelly | | 2018-12-02 |

FORD GREEN HALL MUSEUM LTD

England & Wales - Charity number 1156839

Accounts

Company registration number: 07978032
Charity registration number: 1156839

Ford Green Hall Museum Limited

known as

Ford Green Hall

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2025.

Daryl Denson ACMA
VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Ford Green Hall Museum Limited

known as Ford Green Hall

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Ford Green Hall Museum Limited

known as Ford Green Hall

Reference and Administrative Details

| | |
|------------------------------------|---|
| Trustees | Neil Dawson, Chair Susan Bradbury, Treasurer Karen Kelly Helen Reeves-Howard (appointed April 2024) Nicholas Mincher (resigned January 2025) Tim Newsome (resigned April 2024) |
| Registered Office | Ford Green Hall Museum Ford Green Road Stoke-on-Trent ST6 1NG |
| Company Registration Number | 07978032 |
| Charity Registration Number | 1156839 |
| Bankers | National Westminster Bank 1 Upper Market Square Stoke-on-Trent ST1 1NS |
| Independent Examiner | Daryl Denson ACMA VAST The Dudson Centre Hope Street Stoke-on-Trent ST1 5DD |

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 March 2025.

Objectives and activities

Objects and aims

The charitable objectives of Ford Green Hall Museum Limited, as set out in the governing document, are:

- a) To advance education by the establishment and maintenance of a museum, consisting of a built heritage asset (17th century farmhouse) and relevant collections
- b) To support such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

Charitable Activities

We strive to ensure that Ford Green Hall Museum has an essential role as a community hub and is also an important attraction for visitors and schools offering them a fascinating insight into 17th century life.

The main aims and activities of the charity are:

- To maintain and grow usage by local schools and the community and to support their wider learning in subjects such as history
- To maintain and improve on the number of visitors to Ford Green Hall Museum both from local people and tourists
- To deliver community-based projects through active funding application bid writing and to work in partnership with community groups, residents associations and others to generate sustainable usage
- To expand and build on current activities, to improve the existing facilities and encourage more 'friends' and volunteers to join and participate.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

Achievements and performance

In 2024 we celebrated 400 years of the building's history and 10 years of our Trust. We portrayed local history from 1624 to the 1920s included enactment group workshops and our volunteers have started to research families who have lived at the hall.

Interest in the Hall has been maintained, and visitor numbers have been maintained, particularly schools and families. The visitors figures over the year were almost 10,000.

We maintained our craft fairs and welcomed the Women's Institute, visits from camera clubs and sketching groups.

Constructive involvement has continued with:

- a) Groups who presently use the Hall for artistic or cultural activities, including the treaders.
- b) Primary schools
- c) Ford Green environment team
- d) Cllr Diane Williams
- e) Activity by students with a range of special needs
- f) Local community groups
- g) Potteries Heritage Network
- h) Potteries Museum
- i) Midlands Museum Development
- j) Stoke on Trent City Council

During the year we have purchased more artefacts and considerably improved the garden. We supported the organising of Heritage Open Days and held a free open session ourselves. We provided energy information for those in the local community who were struggling with their energy payments funded by National Energy Action.

Once again, we have increased our marks from the VAQAS Visit England Museum monitoring system.

In the past we have received the Queens award for the Voluntary Service.

Our small number of staff continue to keep the museum and its artefacts at a high standard, publicise our activities, manage our wonderful volunteers, work closely with trustees and build relationships with business and the local community.

The Museum still opens Sunday to Thursday each week plus extra openings for schools, events and group visits.

We are a member of the Association of Independent Museums and the Historic Houses Association. We are part of the Potteries Heritage Network, a local museum umbrella group.

Our trust has always been innovative and carefully considers developing solutions to emerging problems. We believe that we can continue to deliver our aims and objectives. Due to national financial difficulties, the financial support given to the museum from Stoke-on-Trent City Council is uncertain but they have bought the services of Genecon a marketing consultancy to help create a sustainability plan for the Museum.

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

Use of volunteers

We would like to thank our members for their continued involvement, the local community and particularly the staff and volunteers for their commitment, hard work and dedication towards Ford Green Hall.

Structure, governance and management

Nature of governing document

The charitable company is operated under the rules of its memorandum and articles of association adopted on 6th March 2012 and amended on 25th April 2014 and 8th October 2021. It is a company limited by guarantee and therefore has no share capital. The liability of each member in the event of winding-up is limited to £10.

Recruitment and appointment of trustees

Overall management of the charitable company is the responsibility of the trustees, who are elected and co-opted under the provisions of the memorandum of articles of association by a process of invitation, advertisement and interview in accordance with said memorandum of articles of association. New trustees are appointed by invitation from the existing board of trustees dependent on any skills which the new potential trustee has to offer and which the board feels that there is a lack of those skills within the charitable company. The need for any additional trustees or replacement trustees is also discussed by the members. The trustees do not receive any remuneration or benefits.

Financial review

The results for the year are set out in the Statement of Financial Activities.

Policy on reserves

The reserves policy covers running costs including wages, repairs and maintenance for a minimum of 6 months which is the time needed to be given for a closure of tenancy and organising a transfer.

General unrestricted reserves at the year end were £16,414 (2024:£33,553). The trustees consider the unrestricted reserves at the year end to be insufficient, and reflatting the reserves is viewed as a priority for 2025/26.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 11.6.2025 and signed on its behalf by:



Neil Dawson
Trustee

Ford Green Hall Museum Limited

known as Ford Green Hall

Independent Examiner's Report to the trustees of Ford Green Hall Museum Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2025.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



.....
Daryl Benson ACMA

VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Date: 11/6/2025

Ford Green Hall Museum Limited

known as Ford Green Hall

**Statement of Financial Activities for the Year Ended 31 March 2025
(Including Income and Expenditure Account and Statement of Total
Recognised Gains and Losses)**

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2025 £ |
|------------------------------------|------|----------------------------|--------------------------|--------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 1,220 | 23,444 | 24,664 |
| Charitable activities | 4 | 22,811 | - | 22,811 |
| Other trading activities | 5 | 23,111 | - | 23,111 |
| Total income | | <u>47,142</u> | <u>23,444</u> | <u>70,586</u> |
| Expenditure on: | | | | |
| Raising funds | 6 | (6,469) | - | (6,469) |
| Charitable activities | 7 | (57,812) | (21,424) | (79,236) |
| Total expenditure | | <u>(64,281)</u> | <u>(21,424)</u> | <u>(85,705)</u> |
| Net (expenditure)/income | | <u>(17,139)</u> | <u>2,020</u> | <u>(15,119)</u> |
| Net movement in funds | | (17,139) | 2,020 | (15,119) |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>33,553</u> | <u>400</u> | <u>33,953</u> |
| Total funds carried forward | 15 | <u>16,414</u> | <u>2,420</u> | <u>18,834</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

**Statement of Financial Activities for the Year Ended 31 March 2025
(Including Income and Expenditure Account and Statement of Total
Recognised Gains and Losses)**

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2024 £ |
|------------------------------------|------|----------------------------|--------------------------|--------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 1,347 | 24,160 | 25,507 |
| Charitable activities | 4 | 18,301 | - | 18,301 |
| Other trading activities | 5 | 22,523 | - | 22,523 |
| Total income | | <u>42,171</u> | <u>24,160</u> | <u>66,331</u> |
| Expenditure on: | | | | |
| Raising funds | 6 | (6,649) | - | (6,649) |
| Charitable activities | 7 | (60,259) | (29,672) | (89,931) |
| Total expenditure | | <u>(66,908)</u> | <u>(29,672)</u> | <u>(96,580)</u> |
| Net expenditure | | (24,737) | (5,512) | (30,249) |
| Transfers between funds | | 750 | (750) | - |
| Net movement in funds | | (23,987) | (6,262) | (30,249) |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>57,540</u> | <u>6,662</u> | <u>64,202</u> |
| Total funds carried forward | 15 | <u>33,553</u> | <u>400</u> | <u>33,953</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

**(Registration number: 07978032)
Balance Sheet as at 31 March 2025**

| | Note | 2025 £ | 2024 £ |
|---|------|----------------|-----------------|
| Current assets | | | |
| Debtors | 12 | 7,340 | 1,194 |
| Cash at bank and in hand | | <u>20,205</u> | <u>43,682</u> |
| | | 27,545 | 44,876 |
| Creditors: Amounts falling due within one year | 13 | <u>(8,711)</u> | <u>(10,923)</u> |
| Net assets | | <u>18,834</u> | <u>33,953</u> |
| Funds of the charity: | | | |
| Restricted income funds | | | |
| Restricted funds | | 2,420 | 400 |
| Unrestricted income funds | | | |
| Unrestricted funds | | <u>16,414</u> | <u>33,553</u> |
| Total funds | 15 | <u>18,834</u> | <u>33,953</u> |

For the financial year ending 31 March 2025 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

The financial statements on pages 6 to 21 were approved by the trustees, and authorised for issue on ~~11.06.2025~~ and signed on their behalf by:



.....
Neil Dawson
Trustee

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Ford Green Hall Museum Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Summary of disclosure exemptions

As a small charity the entity has taken advantage of the amendments to FRS102 contained in Update Bulletin 1 issued February 2016 to exempt the charity from preparation of a cash flow statement.

Income and endowments

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

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

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

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

3 Income from donations and legacies

| | Unrestricted funds General £ | Restricted funds £ | Total 2025 £ |
|-----------------------------------|---|-----------------------------------|-----------------------------|
| Donations and legacies; | | | |
| Donations from individuals | 1,220 | - | 1,220 |
| Grants, including capital grants; | | | |
| Government grants | - | 20,774 | 20,774 |
| Grants from other charities | - | 2,670 | 2,670 |
| | <u>1,220</u> | <u>23,444</u> | <u>24,664</u> |
| | | | |
| | Unrestricted funds General £ | Restricted funds £ | Total 2024 £ |
| Donations and legacies; | | | |
| Donations from individuals | 987 | - | 987 |
| Grants, including capital grants; | | | |
| Government grants | - | 23,910 | 23,910 |
| Grants from other charities | 360 | 250 | 610 |
| | <u>1,347</u> | <u>24,160</u> | <u>25,507</u> |

4 Income from charitable activities

| | Unrestricted funds General £ | Total 2025 £ |
|--------------------|---|-----------------------------|
| Admissions | 8,106 | 8,106 |
| Educational Visits | 14,579 | 14,579 |
| | <u>22,685</u> | <u>22,685</u> |
| | | |
| | Unrestricted funds General £ | Total 2024 £ |
| Admissions | 7,154 | 7,154 |
| Educational Visits | 11,147 | 11,147 |
| | <u>18,301</u> | <u>18,301</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

5 Income from other trading activities

| | Unrestricted funds General £ | Total 2025 £ |
|-----------------------------|---|-----------------------------|
| Trading income; | | |
| Sales of goods and services | 10,388 | 10,388 |
| Events income; | | |
| Other events income | <u>12,723</u> | <u>12,723</u> |
| | <u>23,111</u> | <u>23,111</u> |
| | Unrestricted funds General £ | Total 2024 £ |
| Trading income; | | |
| Sales of goods and services | 9,591 | 9,591 |
| Events income; | | |
| Other events income | <u>12,932</u> | <u>12,932</u> |
| | <u>22,523</u> | <u>22,523</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

6 Expenditure on raising funds

a) Costs of trading activities

| | Unrestricted funds General £ | Total 2025 £ |
|-------------------------|---|-----------------------------|
| Costs of goods sold | 4,310 | 4,310 |
| Events and conferences | 636 | 636 |
| Marketing and publicity | 1,523 | 1,523 |
| | <u>6,469</u> | <u>6,469</u> |

| | Unrestricted funds General £ | Total 2024 £ |
|-------------------------|---|-----------------------------|
| Costs of goods sold | 4,697 | 4,697 |
| Events and conferences | 517 | 517 |
| Marketing and publicity | 1,435 | 1,435 |
| | <u>6,649</u> | <u>6,649</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

7 Expenditure on charitable activities

| | Activity undertaken directly £ | 2025 £ |
|-------------------------------------|---|-------------------|
| Repairs and maintenance | 14,422 | 14,422 |
| Heat, light and water | 11,594 | 11,594 |
| Insurance | 3,423 | 3,423 |
| Office expenses | 1,884 | 1,884 |
| Accountancy and payroll | 583 | 583 |
| Subscriptions and professional fees | 808 | 808 |
| Staff training | 253 | 253 |
| Staff costs | 41,699 | 41,699 |
| Equipment and materials | 1,248 | 1,248 |
| Event materials | 1,914 | 1,914 |
| Independent examination fee | 780 | 780 |
| Volunteer expenses | 47 | 47 |
| Bank charges | 581 | 581 |
| | <u>79,236</u> | <u>79,236</u> |
| | Activity undertaken directly £ | 2024 £ |
| Repairs and maintenance | 21,903 | 21,903 |
| Heat, light and water | 13,900 | 13,900 |
| Insurance | 2,655 | 2,655 |
| Office expenses | 1,156 | 1,156 |
| Accountancy and payroll | 1,832 | 1,832 |
| Miscellaneous expenses | 22 | 22 |
| Subscriptions and professional fees | 1,009 | 1,009 |
| Staff costs | 42,688 | 42,688 |
| Equipment and materials | 3,391 | 3,391 |
| Independent examination fee | 779 | 779 |
| Volunteer expenses | 26 | 26 |
| Bank charges | 570 | 570 |
| | <u>89,931</u> | <u>89,931</u> |

£57,812 (2024 - £60,259) of the above expenditure was attributable to unrestricted funds and £21,424 (2024 - £29,672) to restricted funds.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

8 Analysis of governance and support costs

Governance costs

| | Unrestricted funds General £ | Total 2025 £ |
|---|---------------------------------------|--------------------|
| Independent examiner fees | | |
| Examination of the financial statements | 780 | 780 |
| | <u>780</u> | <u>780</u> |
| | Unrestricted funds General £ | Total 2024 £ |
| Independent examiner fees | | |
| Examination of the financial statements | 779 | 779 |
| | <u>779</u> | <u>779</u> |

9 Government grants

A restricted grant from Stoke-on-Trent City Council for £20,774 (2024: £19,271) was received which was to cover expenditure relating to the operation, maintenance and development of Ford Green Hall as a museum.

In the year ended 31 March 2024 a restricted grant from Stoke-on-Trent City Council Ward Budget of £400 was received to provide activities celebrating 400 years of Ford Green Hall and a restricted grant from Historic England of £4,239 was received to fund the beam restoration project.

There were no unfilled conditions at the year end

10 Trustees remuneration and expenses

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

11 Staff costs

The aggregate payroll costs were as follows:

| | 2025 £ | 2024 £ |
|--|---------------|---------------|
| Staff costs during the year were: | | |
| Wages and salaries | 39,976 | 41,435 |
| Pension costs | 1,123 | 1,253 |
| Other staff costs | 600 | - |
| | <u>41,699</u> | <u>42,688</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

| | 2025 No | 2024 No |
|-------------|------------|------------|
| Educational | <u>5</u> | <u>5</u> |

£600 was paid to settle a dispute between the charity and employee on resolution with ACAS.

No employee received emoluments of more than £60,000 during the year.

12 Debtors

| | 2025 £ | 2024 £ |
|----------------|--------------|--------------|
| Trade debtors | 4,931 | - |
| Prepayments | 807 | 1,194 |
| Accrued income | 1,602 | - |
| | <u>7,340</u> | <u>1,194</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

13 Creditors: amounts falling due within one year

| | 2025 | 2024 |
|------------------------------------|---------------------|----------------------|
| | £ | £ |
| Trade creditors | 3,317 | 3,984 |
| Other taxation and social security | 200 | 309 |
| Other creditors | 2,595 | 3,473 |
| Accruals | <u>2,599</u> | <u>3,157</u> |
| | <u><u>8,711</u></u> | <u><u>10,923</u></u> |

14 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,123 (2024 - £1,253).

Pension contributions are paid from unrestricted funds in the year ended 31 March 2025.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

15 Funds

| | Balance at 1 April 2024 £ | Incoming resources £ | Resources expended £ | Balance at 31 March 2025 £ |
|--|---------------------------------|----------------------------|----------------------------|----------------------------------|
| Unrestricted funds | | | | |
| <i>General</i> | | | | |
| General Fund | 33,553 | 47,142 | (64,281) | 16,414 |
| Restricted funds | | | | |
| Stoke-on-Trent City Council | - | 20,774 | (20,774) | - |
| Stoke on Trent City Council Ward Budget | 400 | - | (400) | - |
| National Energy Action | - | 250 | (250) | - |
| The Titanic Brewery Foundation | - | 2,420 | - | 2,420 |
| Total restricted funds | <u>400</u> | <u>23,444</u> | <u>(21,424)</u> | <u>2,420</u> |
| Total funds | <u>33,953</u> | <u>70,586</u> | <u>(85,705)</u> | <u>18,834</u> |

| | Balance at 1 April 2023 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2024 £ |
|--|------------------------------------|----------------------------|----------------------------|----------------|-------------------------------------|
| Unrestricted funds | | | | | |
| <i>General</i> | | | | | |
| General Fund | 57,540 | 42,171 | (66,908) | 750 | 33,553 |
| Restricted | | | | | |
| Stoke-on-Trent City Council | - | 19,271 | (19,271) | - | - |
| The Community Foundation for Staffordshire | 750 | - | - | (750) | - |
| Stoke on Trent City Council Ward Budget | - | 400 | - | - | 400 |
| Beam Restoration Project | 5,912 | 4,239 | (10,151) | - | - |
| National Energy Action | - | 250 | (250) | - | - |
| Total restricted funds | <u>6,662</u> | <u>24,160</u> | <u>(29,672)</u> | <u>(750)</u> | <u>400</u> |
| Total funds | <u>64,202</u> | <u>66,331</u> | <u>(96,580)</u> | <u>-</u> | <u>33,953</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

The specific purposes for which the funds are to be applied are as follows:

Stoke-on-Trent City Council

This is for the operation, maintenance and develop of Ford Green Hall as a museum.

Beam Restoration Project

This funding was for urgent repairs to an external oak beam which commenced in 2019. Funding was provided by Historic England and Stoke-on-Trent City Council Capital Investment Fund, with the remainder funded from unrestricted funds.

Stoke on Trent City Council Ward Budget

This is a contribution to the 400 year celebrations happening in 2024.

National Energy Action Community Events Grant Scheme

To run a householder-focused community event providing information and advice to help as many vulnerable householders as possible to prepare for winter and to keep warm.

The Titanic Brewery Foundation

To fund museum events.

The Community Foundation for Staffordshire

This grant was to fund family activities in school holidays and at Christmas. This grant was fully spent but not recognised as restricted expenditure at the time so the balance has been transferred to unrestricted funds in the year ended 31 March 2024.

16 Analysis of net assets between funds

| | Unrestricted funds General £ | Restricted £ | Total funds at 31 March 2020 £ |
|-------------------------|---|-------------------------|---|
| Current assets | 25,125 | 2,420 | 27,545 |
| Current liabilities | (8,711) | - | (8,711) |
| Total net assets | 16,414 | 2,420 | 18,834 |

| | Unrestricted funds General £ | Restricted funds £ | Total funds at 31 March 2024 £ |
|-------------------------|---|-----------------------------------|---|
| Current assets | 44,876 | 400 | 45,276 |
| Current liabilities | (10,923) | - | (10,923) |
| Total net assets | 33,953 | 400 | 34,353 |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2025

17 Related party transactions

During the year the charity made the following related party transactions:

Pamela Mincher

(Mother of Nicholas Mincher who was a trustee of the charity until January 2025.)

Received a salary and pension contributions during the year ended 31 March 2025 of £7,695 (2024 - £9,677). An additional £600 payment was received on termination of employment. At the balance sheet date the amount due to/from Pamela Mincher was £Nil (2024 - £Nil).

FORD GREEN HALL MUSEUM LTD

England & Wales - Charity number 1156839

Accounts

Company registration number: 07978032
Charity registration number: 1156839

Ford Green Hall Museum Limited

known as

Ford Green Hall

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2024

Daryl Denson ACMA
VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Ford Green Hall Museum Limited

known as Ford Green Hall

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Ford Green Hall Museum Limited

known as Ford Green Hall

Reference and Administrative Details

| | |
|------------------------------------|---|
| Trustees | Neil Dawson, Chair Susan Bradbury, Treasurer Karen Kelly Nicholas Mincher Tim Newsome (resigned April 2024) Helen Reeves-Howard (appointed April 2024) |
| Registered Office | Ford Green Hall Museum Ford Green Road Stoke-on-Trent ST6 1NG |
| Company Registration Number | 07978032 |
| Charity Registration Number | 1156839 |
| Bankers | National Westminster Bank 1 Upper Market Square Stoke-on-Trent ST1 1NS |
| Independent Examiner | Daryl Denson ACMA VAST The Dudson Centre Hope Street Stoke-on-Trent ST1 5DD |

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements and auditors' report of the charitable company for the year ended 31 March 2024.

Objectives and activities

Objects and aims

The charitable objectives of Ford Green Hall Museum Limited, as set out in the governing document, are:

- a) To advance education by the establishment and maintenance of a museum, consisting of a built heritage asset (17th century farmhouse) and relevant collections
- b) To support such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

We strive to ensure that Ford Green Hall Museum has an essential role as a community hub and is also an important attraction for visitors and schools offering them a fascinating insight into 17th century life.

Our main aims are:

- To maintain and grow usage by local schools and the community and to support their wider learning in subjects such as history
- To maintain and improve on the number of visitors to Ford Green Hall Museum both from local people and tourists
- To deliver community-based projects through active funding application bid writing and to work in partnership with community groups, residents associations and others to generate sustainable usage
- To expand and build on current activities, to improve the existing facilities and encourage more 'friends' and volunteers to join and participate.

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

Charitable Activities

Ford Green Hall Museum Limited provides a unique cultural, historic and educational experience for those visiting or those who are involved with assisting in the operation of this community museum. We strive to ensure that Ford Green Hall Museum has an essential role within the local community but is still an important attraction for visitors offering them a fascinating insight into 17th century life.

Activities undertaken to further public benefit include holding historical events for local schools to assist in the provision of the national school curriculum relating to history, as well as providing an insight to the local history of the area to the people of the Stoke-on-Trent area and beyond. We pride ourselves on being a 'community museum' and provide the opportunity for local communities to participate in learning and exploring local history, but also to encourage the local community to participate in events that rekindle the use of historical arts, craftwork and the preparation and cooking of traditional and historic food items, along with providing the opportunities for local people to meet in a social setting, within our cafe.

The charity also delivers community based projects through active funding application bid writing and to work in partnership with community groups, residents associations and others to generate sustainable usage. We provide volunteer work to disadvantaged local people to provide them with essential skills in order for them to participate in the job market, to teach new skills and to rekindle and to keep alive historical skills.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

Achievements and performance

Interest in the Hall has continued and visitor numbers have been maintained, particularly schools and families.

Constructive involvement has continued with:

- a) Groups who presently use the Hall for artistic or cultural activities
- b) Primary schools
- c) Ford Green environment team
- d) Councillor Diane Williams
- e) Activity by students with a range of special needs
- f) Local community groups
- g) Potteries Heritage Network
- h) Potteries Museum
- i) Midlands Museum Development
- j) Stoke on Trent City Council

Meanwhile we have purchased more artefacts and considerably improved the garden.

We are a member of Association of Independent Museums and the Historic Houses Association. We are part of the Potteries Heritage Network, a local museum umbrella group. We supported the organising of Heritage Open Days and held a free open session ourselves.

Once again, during the year we have increased our marks from the VAQAS Visit England Museum monitoring system

Total visitor numbers over the year were almost 10,000.

In 2024 we are celebrating 400 years of the building's history and 10 years of our Trust.

Use of volunteers

We would like to thank our members for their continued involvement, the local community and particularly the staff and volunteers for their commitment, hard work and dedication towards Ford Green Hall.

Structure, governance and management

Nature of governing document

The charitable company is operated under the rules of its memorandum and articles of association adopted on 6th March 2012 and amended on 25th April 2014 and 8th October 2021. It is a company limited by guarantee and therefore has no share capital. The liability of each member in the event of winding-up is limited to £10.

Recruitment and appointment of trustees

Overall management of the charitable company is the responsibility of the trustees, who are elected and co-opted under the provisions of the memorandum of articles of association by a process of invitation, advertisement and interview in accordance with said memorandum of articles of association. New trustees are appointed by invitation from the existing board of trustees dependent on any skills which the new potential trustee has to offer and which the board feels that there is a lack of those skills within the charitable company. The need for any additional trustees or replacement trustees is also discussed by the members. The trustees do not receive any remuneration or benefits.

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

Financial review

The results for the year are set out in the Statement of Financial Activities.

Policy on reserves

The reserves policy covers running costs including wages, repairs and maintenance for a minimum of 6 months which is the time needed to be given for a closure of tenancy and organising a transfer.

General unrestricted reserves at the year end were £33,553 (2023:£57,540). The trustees consider the unrestricted reserves at the year end to be adequate.

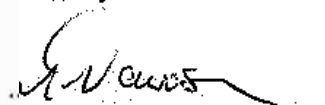
Plans for future periods

Our charity has always been innovative and carefully considers developing solutions to emerging problems. We are confident that we can continue to deliver our aims and objectives. Due to national financial difficulties the local council is reducing the support given to the museum, which is pushing us to find alternative sources of income.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on and signed on its behalf by.



Neil Dawson
Trustee

Ford Green Hall Museum Limited

known as Ford Green Hall

Independent Examiner's Report to the trustees of Ford Green Hall Museum Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2024.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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



.....
Daryl Denson ACMA

VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Date: 11/12/2024

Ford Green Hall Museum Limited

known as Ford Green Hall

**Statement of Financial Activities for the Year Ended 31 March 2024
(Including Income and Expenditure Account and Statement of Total
Recognised Gains and Losses)**

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2024 £ |
|------------------------------------|------|----------------------------|--------------------------|----------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 1,347 | 24,160 | 25,507 |
| Charitable activities | 4 | 18,301 | - | 18,301 |
| Other trading activities | 5 | <u>22,523</u> | <u>-</u> | <u>22,523</u> |
| Total income | | <u>42,171</u> | <u>24,160</u> | <u>66,331</u> |
| Expenditure on: | | | | |
| Raising funds | 6 | (6,649) | - | (6,649) |
| Charitable activities | 7 | <u>(60,259)</u> | <u>(29,672)</u> | <u>(89,931)</u> |
| Total expenditure | | <u>(66,908)</u> | <u>(29,672)</u> | <u>(96,580)</u> |
| Net expenditure | | (24,737) | (5,512) | (30,249) |
| Transfers between funds | | <u>750</u> | <u>(750)</u> | <u>-</u> |
| Net movement in funds | | (23,987) | (6,262) | (30,249) |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>57,540</u> | <u>6,662</u> | <u>64,202</u> |
| Total funds carried forward | 15 | <u><u>33,553</u></u> | <u><u>400</u></u> | <u><u>33,953</u></u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

**Statement of Financial Activities for the Year Ended 31 March 2024
(Including Income and Expenditure Account and Statement of Total
Recognised Gains and Losses)**

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2023 £ |
|------------------------------------|------|----------------------------|--------------------------|--------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 3,193 | 30,292 | 33,485 |
| Charitable activities | 4 | 20,386 | - | 20,386 |
| Other trading activities | 5 | 17,769 | - | 17,769 |
| Total income | | <u>41,348</u> | <u>30,292</u> | <u>71,640</u> |
| Expenditure on: | | | | |
| Raising funds | 6 | (5,512) | - | (5,512) |
| Charitable activities | 7 | (51,455) | (26,053) | (77,508) |
| Total expenditure | | <u>(56,967)</u> | <u>(26,053)</u> | <u>(83,020)</u> |
| Net (expenditure)/income | | <u>(15,619)</u> | <u>4,239</u> | <u>(11,380)</u> |
| Net movement in funds | | (15,619) | 4,239 | (11,380) |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>73,159</u> | <u>2,423</u> | <u>75,582</u> |
| Total funds carried forward | 15 | <u>57,540</u> | <u>6,662</u> | <u>64,202</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

**(Registration number: 07978032)
Balance Sheet as at 31 March 2024**

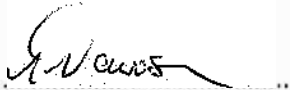
| | Note | 2024 £ | 2023 £ |
|---|------|-----------------|----------------|
| Current assets | | | |
| Debtors | 12 | 1,194 | 5,012 |
| Cash at bank and in hand | | <u>43,682</u> | <u>65,808</u> |
| | | 44,876 | 70,820 |
| Creditors: Amounts falling due within one year | 13 | <u>(10,923)</u> | <u>(6,618)</u> |
| Net assets | | <u>33,953</u> | <u>64,202</u> |
| Funds of the charity: | | | |
| Restricted income funds | | | |
| Restricted funds | | 400 | 6,662 |
| Unrestricted income funds | | | |
| Unrestricted funds | | <u>33,553</u> | <u>57,540</u> |
| Total funds | 15 | <u>33,953</u> | <u>64,202</u> |

For the financial year ending 31 March 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

The financial statements on pages 7 to 21 were approved by the trustees, and authorised for issue on and signed on their behalf by:



Neil Dawson
Trustee

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Ford Green Hall Museum Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Summary of disclosure exemptions

As a small charity the entity has taken advantage of the amendments to FRS102 contained in Update Bulletin 1 issued February 2016 to exempt the charity from preparation of a cash flow statement.

Income and endowments

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

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

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

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

3 Income from donations and legacies

| | Unrestricted funds General £ | Restricted funds £ | Total 2024 £ |
|-----------------------------------|---------------------------------------|--------------------------|--------------------|
| Donations and legacies; | | | |
| Donations from individuals | 987 | - | 987 |
| Grants, including capital grants; | | | |
| Government grants | - | 23,910 | 23,910 |
| Grants from other charities | 360 | 250 | 610 |
| | 1,347 | 24,160 | 25,507 |
| | Unrestricted funds General £ | Restricted funds £ | Total 2023 £ |
| Donations and legacies; | | | |
| Donations from individuals | 3,193 | - | 3,193 |
| Grants, including capital grants; | | | |
| Government grants | - | 30,292 | 30,292 |
| | 3,193 | 30,292 | 33,485 |

4 Income from charitable activities

| | Unrestricted funds General £ | Total 2024 £ |
|--------------------|---------------------------------------|--------------------|
| Admissions | 7,154 | 7,154 |
| Educational Visits | 11,147 | 11,147 |
| | 18,301 | 18,301 |
| | Unrestricted funds General £ | Total 2023 £ |
| Admissions | 4,555 | 4,555 |
| Educational Visits | 15,831 | 15,831 |
| | 20,386 | 20,386 |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

5 Income from other trading activities

| | Unrestricted funds General £ | Total 2024 £ |
|-----------------------------|---|-----------------------------|
| Trading income; | | |
| Sales of goods and services | 9,591 | 9,591 |
| Events income; | | |
| Other events income | 12,932 | 12,932 |
| | 22,523 | 22,523 |
| | Unrestricted funds General £ | Total 2023 £ |
| Trading income; | | |
| Sales of goods and services | 6,420 | 6,420 |
| Events income; | | |
| Other events income | 11,349 | 11,349 |
| | 17,769 | 17,769 |

6 Expenditure on raising funds

a) Costs of generating donations and legacies

| | Total 2024 £ | Total 2023 £ |
|-----------------------|---|------------------------------|
| Donations | - | 144 |
| | Unrestricted funds General £ | Total funds £ |
| Total for 2023 | 144 | 144 |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

b) Costs of trading activities

| | Unrestricted funds General £ | Total 2024 £ |
|-------------------------|---|-----------------------------|
| Costs of goods sold | 4,697 | 4,697 |
| Events and conferences | 517 | 517 |
| Marketing and publicity | 1,435 | 1,435 |
| | <u>6,649</u> | <u>6,649</u> |
| | Unrestricted funds General £ | Total 2023 £ |
| Costs of goods sold | 3,716 | 3,716 |
| Events and conferences | 927 | 927 |
| Marketing and publicity | 725 | 725 |
| | <u>5,368</u> | <u>5,368</u> |

7 Expenditure on charitable activities

| | Activity undertaken directly £ | 2024 £ |
|-------------------------------------|---|-------------------|
| Repairs and maintenance | 21,903 | 21,903 |
| Heat, light and water | 13,900 | 13,900 |
| Insurance | 2,655 | 2,655 |
| Office expenses | 1,156 | 1,156 |
| Accountancy and payroll | 1,832 | 1,832 |
| Miscellaneous expenses | 22 | 22 |
| Subscriptions and professional fees | 1,009 | 1,009 |
| Salaries | 42,688 | 42,688 |
| Equipment and materials | 3,391 | 3,391 |
| Independent examination fee | 779 | 779 |
| Volunteer Expenses | 26 | 26 |
| Bank Charges | 570 | 570 |
| | <u>89,931</u> | <u>89,931</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

| | Activity undertaken directly £ | 2023 £ |
|-------------------------------------|---|-----------|
| Repairs and maintenance | 20,208 | 20,208 |
| Heat, light and water | 8,176 | 8,176 |
| Insurance | 589 | 589 |
| Office expenses | 3,998 | 3,998 |
| Accountancy and payroll | 1,983 | 1,983 |
| Miscellaneous expenses | 83 | 83 |
| Subscriptions and professional fees | 726 | 726 |
| Salaries | 36,741 | 36,741 |
| Equipment and materials | 2,506 | 2,506 |
| Event materials | 47 | 47 |
| Independent examination fee | 745 | 745 |
| Volunteer Expenses | 1,617 | 1,617 |
| Bank Charges | 89 | 89 |
| | 77,508 | 77,508 |

£60,259 (2023 - £51,455) of the above expenditure was attributable to unrestricted funds and £29,672 (2023 - £26,053) to restricted funds.

8 Analysis of governance and support costs

Governance costs

| | Unrestricted funds General £ | Total 2024 £ |
|---|---------------------------------------|--------------------|
| Independent examiner fees | | |
| Examination of the financial statements | 779 | 779 |
| | 779 | 779 |
| | | |
| | Unrestricted funds General £ | Total 2023 £ |
| Independent examiner fees | | |
| Examination of the financial statements | 745 | 745 |
| | 745 | 745 |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

9 Government grants

A restricted grant from Stoke-on-Trent City Council for £19,271 (2023: £27,800) was received which was to cover expenditure relating to the operation, maintenance and development of Ford Green Hall as a museum.

A restricted grant from Stoke-on-Trent City Council Ward Budget for £400 (2023:£nil) was received to provide activities celebrating 400 years of Ford Green Hall.

A restricted grant from Historic England was £4,239 (2023: £4,239) was received to fund the beam restoration project.

There were no unfilled conditions at the year end

10 Trustees remuneration and expenses

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

11 Staff costs

The aggregate payroll costs were as follows:

| | 2024 £ | 2023 £ |
|--|---------------|---------------|
| Staff costs during the year were: | | |
| Wages and salaries | 41,435 | 35,706 |
| Pension costs | 1,253 | 1,035 |
| | <u>42,688</u> | <u>36,741</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

| | 2024 No | 2023 No |
|-------------|------------|------------|
| Educational | <u>5</u> | <u>5</u> |

No employee received emoluments of more than £60,000 during the year.

12 Debtors

| | 2024 £ | 2023 £ |
|----------------|--------------|--------------|
| Prepayments | 1,194 | 773 |
| Accrued income | - | 4,239 |
| | <u>1,194</u> | <u>5,012</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

13 Creditors: amounts falling due within one year

| | 2024 | 2023 |
|------------------------------------|---------------|--------------|
| | £ | £ |
| Trade creditors | 3,984 | 2,000 |
| Other taxation and social security | 309 | 203 |
| Other creditors | 3,473 | 251 |
| Accruals | 3,157 | 4,164 |
| | <u>10,923</u> | <u>6,618</u> |

14 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £1,253 (2023 - £1,035).

Pension contributions are paid from unrestricted funds in the year ended 31 March 2024.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

15 Funds

| | Balance at 1 April 2023 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2024 £ |
|--|--|-------------------------------------|-------------------------------------|------------------------|---|
| Unrestricted funds | | | | | |
| General | | | | | |
| General Fund | 57,540 | 42,171 | (66,908) | 750 | 33,553 |
| Restricted funds | | | | | |
| Stoke-on-Trent City Council | - | 19,271 | (19,271) | - | - |
| Beam Restoration Project | 5,912 | 4,239 | (10,151) | - | - |
| The Community Foundation for Staffordshire | 750 | - | - | (750) | - |
| Stoke on Trent City Council Ward Budget | - | 400 | - | - | 400 |
| National Energy Action | - | 250 | (250) | - | - |
| Total restricted funds | <u>6,662</u> | <u>24,160</u> | <u>(29,672)</u> | <u>(750)</u> | <u>400</u> |
| Total funds | <u>64,202</u> | <u>66,331</u> | <u>(96,580)</u> | <u>-</u> | <u>33,953</u> |
| | Balance at 1 April 2022 £ | Incoming resources £ | Resources expended £ | | Balance at 31 March 2023 £ |
| Unrestricted funds | | | | | |
| General | | | | | |
| General Fund | 73,159 | 41,348 | (56,967) | | 57,540 |
| Restricted | | | | | |
| Stoke-on-Trent City Council | - | 27,800 | (27,800) | | - |
| Beam Restoration Project | 1,673 | 4,239 | - | | 5,912 |
| The Community Foundation for Staffordshire | 750 | - | - | | 750 |
| Total restricted funds | <u>2,423</u> | <u>32,039</u> | <u>(27,800)</u> | | <u>6,662</u> |
| Total funds | <u>75,582</u> | <u>73,387</u> | <u>(84,767)</u> | | <u>64,202</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2024

The specific purposes for which the funds are to be applied are as follows:

Stoke-on-Trent City Council

This is for the operation, maintenance and develop of Ford Green Hall as a museum.

Beam Restoration Project

This funding was for urgent repairs to an external oak beam which commenced in 2019. Funding was provided by Historic England and Stoke-on-Trent City Council Capital Investment Fund, with the remainder funded from unrestricted funds.

Stoke on Trent City Council Ward Budget

This is a contribution to the 400 year celebrations happening in 2024.

The Community Foundation for Staffordshire

This grant was to fund family activities in school holidays and at Christmas. This grant was fully spent but not recognised as restricted expenditure at the time so the balance has been transferred to unrestricted funds in the year ended 31 March 2024.

16 Analysis of net assets between funds

| | Unrestricted funds General £ | Restricted £ | Total funds at 31 March 2020 £ |
|---------------------|---------------------------------------|--------------------------|---|
| Current assets | 44,876 | 400 | 45,276 |
| Current liabilities | (10,923) | - | (10,923) |
| Total net assets | <u>33,953</u> | <u>400</u> | <u>34,353</u> |
| | Unrestricted funds General £ | Restricted funds £ | Total funds at 31 March 2023 £ |
| Current assets | 64,158 | 6,662 | 70,820 |
| Current liabilities | (6,618) | - | (6,618) |
| Total net assets | <u>57,540</u> | <u>6,662</u> | <u>64,202</u> |

17 Related party transactions

During the year the charity made the following related party transactions:

Pamela Mincher

(Mother of Nicholas Mincher - Trustee)

Received a salary and pension contributions during the year ended 31 March 2024 of £9,677 (2023 - £8,890). At the balance sheet date the amount due to/from Pamela Mincher was £Nil (2023 - £Nil).

FORD GREEN HALL MUSEUM LTD

England & Wales - Charity number 1156839

Accounts

Company registration number: 07978032
Charity registration number: 1156839

Ford Green Hall Museum Limited

known as

Ford Green Hall

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2023

Daryl Denson ACMA
VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Ford Green Hall Museum Limited

known as Ford Green Hall

Reference and Administrative Details

| | |
|------------------------------------|---|
| Trustees | Neil Dawson, Chair Susan Bradbury Malcolm Clewes (resigned 06 March 2022) Karen Kelly Nicholas Mincher Tim Newsome |
| Registered Office | Ford Green Hall Museum Ford Green Road Stoke-on-Trent ST6 1NG |
| Company Registration Number | 07978032 |
| Charity Registration Number | 1156839 |
| Bankers | National Westminster Bank 1 Upper Market Square Stoke-on-Trent ST1 1NS |
| Independent Examiner | Daryl Denson ACMA VAST The Dudson Centre Hope Street Stoke-on-Trent ST1 5DD |

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

Charitable Activities

Ford Green Hall Museum Limited provides a unique cultural, historic and educational experience for those visiting or those who are involved with assisting in the operation of this community museum. We strive to ensure that Ford Green Hall Museum has an essential role within the local community but is still an important attraction for visitors offering them a fascinating insight into 17th century life.

Activities undertaken to further public benefit include holding historical events for local schools to assist in the provision of the national school curriculum relating to history, as well as providing an insight to the local history of the area to the people of the Stoke-on-Trent area and beyond. We pride ourselves on being a 'community museum' and provide the opportunity for local communities to participate in learning and exploring local history, but also to encourage the local community to participate in events that rekindle the use of historical arts, craftwork and the preparation and cooking of traditional and historic food items, along with providing the opportunities for local people to meet in a social setting, within our cafe.

The charity also delivers community based projects through active funding application bid writing and to work in partnership with community groups, residents associations and others to generate sustainable usage. We provide volunteer work to disadvantaged local people to provide them with essential skills in order for them to participate in the job market, to teach new skills and to rekindle and to keep alive historical skills.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The main impact over the year has been negotiating the threat of losing our core repair grant from the City Council. We now have an acceptable arrangement for both parties.

We have continued to be a Member of Association of Independent Museums, Historic Houses Association and receive support from the West Midlands Museum Development Programme (WMMD) and Historic England. Also, we are active supporters of the Potteries Heritage Network and have increased delivery of school education courses.

We now have a screen at ground level showing our upstairs rooms with an informative dialogue.

New volunteers are adding to the quality of the Museum, particularly the development of a Tudor Garden with the appropriate plants and shrubs.

Our small number of staff continue to keep the Museum and its artefacts at a high standard, publicise our activities, manage the volunteers and build relationships with business and the local community.

The Museum still opens Sunday to Thursday each week plus extra openings for schools, events and group visits.

Ford Green Hall Museum Limited

known as Ford Green Hall

Independent Examiner's Report to the trustees of Ford Green Hall Museum Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2023.

Responsibilities and basis of report

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

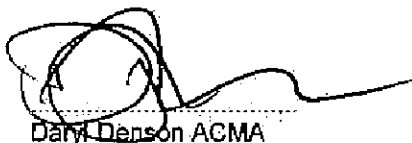
Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act').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

Independent examiner's statement

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

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

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



Daryl Denson ACMA

VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Date: 20.09.2023

Ford Green Hall Museum Limited

known as Ford Green Hall

**Statement of Financial Activities for the Year Ended 31 March 2023
(Including Income and Expenditure Account and Statement of Total
Recognised Gains and Losses)**

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2022 £ |
|------------------------------------|------|----------------------------|--------------------------|--------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 12,280 | 25,000 | 37,280 |
| Charitable activities | 4 | 12,984 | - | 12,984 |
| Other trading activities | 5 | 12,585 | - | 12,585 |
| Total income | | <u>37,849</u> | <u>25,000</u> | <u>62,849</u> |
| Expenditure on: | | | | |
| Raising funds | 6 | (3,932) | - | (3,932) |
| Charitable activities | 7 | (22,611) | (50,654) | (73,265) |
| Total expenditure | | <u>(26,543)</u> | <u>(50,654)</u> | <u>(77,197)</u> |
| Net income/(expenditure) | | <u>11,306</u> | <u>(25,654)</u> | <u>(14,348)</u> |
| Net movement in funds | | 11,306 | (25,654) | (14,348) |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>61,853</u> | <u>28,077</u> | <u>89,930</u> |
| Total funds carried forward | 15 | <u>73,159</u> | <u>2,423</u> | <u>75,582</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2023

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Ford Green Hall Museum Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Summary of disclosure exemptions

As a small charity the entity has taken advantage of the amendments to FRS102 contained in Update Bulletin 1 issued February 2016 to exempt the charity from preparation of a cash flow statement.

Income and endowments

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

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2023

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

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

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2023

6 Income from other trading activities

| | Unrestricted funds General £ | Total 2023 £ |
|-----------------------------|---|-----------------------------|
| Trading income: | | |
| Sales of goods and services | 6,420 | 6,420 |
| Events income: | | |
| Other events income | 11,349 | 11,349 |
| | 17,769 | 17,769 |
| | Unrestricted funds General £ | Total 2022 £ |
| Trading income: | | |
| Sales of goods and services | 6,206 | 6,206 |
| Events income: | | |
| Other events income | 6,379 | 6,379 |
| | 12,585 | 12,585 |

6 Expenditure on raising funds

a) Costs of generating donations and legacies

| | Unrestricted funds General £ | Total 2023 £ |
|-----------|---|-----------------------------|
| Donations | 144 | 144 |
| | Unrestricted funds General £ | Total 2022 £ |
| Donations | 216 | 216 |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2023

| | Activity undertaken directly £ | 2022 £ |
|-------------------------------------|---|-------------------|
| Repairs and maintenance | 2,963 | 2,963 |
| Heat, light and water | 5,332 | 5,332 |
| Insurance | 2,594 | 2,594 |
| Office expenses | 3,316 | 3,316 |
| Accountancy and payroll | 924 | 924 |
| Miscellaneous expenses | 88 | 88 |
| Subscriptions and professional fees | 1,075 | 1,075 |
| Beam restoration | 25,654 | 25,654 |
| Salaries | 29,510 | 29,510 |
| Equipment and materials | 985 | 985 |
| Event materials | 1,068 | 1,068 |
| Independent examination fee | 675 | 675 |
| Bank Charges | 115 | 115 |
| | <u>74,299</u> | <u>74,299</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2023

11 Staff costs

The aggregate payroll costs were as follows:

| | 2023 £ | 2022 £ |
|--|---------------|---------------|
| Staff costs during the year were: | | |
| Wages and salaries | 35,706 | 28,687 |
| Pension costs | <u>1,035</u> | <u>823</u> |
| | <u>36,741</u> | <u>29,510</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

| | 2023 No | 2022 No |
|-------------|------------|------------|
| Educational | <u>5</u> | <u>4</u> |

No employee received emoluments of more than £60,000 during the year.

12 Debtors

| | 2023 £ | 2022 £ |
|----------------|--------------|--------------|
| Prepayments | 773 | 1,156 |
| Accrued income | <u>4,239</u> | <u>2,083</u> |
| | <u>5,012</u> | <u>3,239</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2023

15 Funds

| | Balance at 1 April 2022 £ | Incoming resources £ | Resources expended £ | Balance at 31 March 2023 £ |
|---|---------------------------------|----------------------------|----------------------------|----------------------------------|
| Unrestricted funds | | | | |
| <i>General</i> | | | | |
| General Fund | 73,159 | 41,348 | (56,967) | 57,540 |
| Restricted funds | | | | |
| Stoke-on-Trent City Council | - | 27,800 | (27,800) | - |
| The Community Foundation for Staffordshire | 750 | - | - | 750 |
| Beam Restoration Project | 1,673 | - | - | 1,673 |
| Historic England | - | 4,239 | - | 4,239 |
| Total restricted funds | <u>2,423</u> | <u>32,039</u> | <u>(27,800)</u> | <u>6,662</u> |
| Total funds | <u>75,582</u> | <u>73,387</u> | <u>(84,767)</u> | <u>84,202</u> |
| | Balance at 1 April 2021 £ | Incoming resources £ | Resources expended £ | Balance at 31 March 2022 £ |
| Unrestricted funds | | | | |
| <i>General</i> | | | | |
| General Fund | 61,853 | 37,849 | (26,543) | 73,159 |
| Restricted | | | | |
| Stoke-on-Trent City Council | - | 25,000 | (25,000) | - |
| The Community Foundation for Staffordshire | 750 | - | - | 750 |
| Beam Restoration Project | 27,327 | - | (25,654) | 1,673 |
| Total restricted funds | <u>28,077</u> | <u>25,000</u> | <u>(50,654)</u> | <u>2,423</u> |
| Total funds | <u>89,930</u> | <u>62,849</u> | <u>(77,197)</u> | <u>75,582</u> |

The specific purposes for which the funds are to be applied are as follows:

The grant from Stoke-on-Trent City Council was for the the operation, maintenance and develop of Ford Green Hall as a museum.

Historic England

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2023

17 Related party transactions

During the year the charity made the following related party transactions:

Pamela Mincher

(Mother of Nicholas Mincher - Trustee)

Received a salary and pension contributions during the year ended 31 March 2023 of £7,799 (2022 - £9,452). At the balance sheet date the amount due to/from Pamela Mincher was £Nil (2022 - £Nil).

FORD GREEN HALL MUSEUM LTD

England & Wales - Charity number 1156839

Accounts

Company registration number: 07978032
Charity registration number: 1156839

Ford Green Hall Museum Limited

known as

Ford Green Hall

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2022

Daryl Denson ACMA
VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Ford Green Hall Museum Limited

known as Ford Green Hall

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Ford Green Hall Museum Limited

known as Ford Green Hall

Reference and Administrative Details

| | |
|------------------------------------|---|
| Trustees | Neil Dawson, Chair Susan Bradbury Malcolm Clewes (resigned 06 March 2022) Karen Kelly Nicholas Mincher Tim Newsome |
| Registered Office | Ford Green Hall Museum Ford Green Road Stoke-on-Trent ST6 1NG |
| Company Registration Number | 07978032 |
| Charity Registration Number | 1156839 |
| Bankers | National Westminster Bank 1 Upper Market Square Stoke-on-Trent ST1 1NS |
| Independent Examiner | Daryl Denson ACMA VAST The Dudson Centre Hope Street Stoke-on-Trent ST1 5DD |

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2022.

Objectives and activities

Objects and aims

The charitable objectives of Ford Green Hall Museum Limited, as set out in the governing document, are:

- a) To advance education by the establishment and maintenance of a museum
- b) To support such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

Since the year end the trustees have reviewed the charitable objects and they are in the process of being updated to the following:

- a) To advance education by the establishment and maintenance of a museum, consisting of a built heritage asset (17th century farmhouse) and relevant collections.
- b) To support such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

We strive to ensure that Ford Green Hall Museum has an essential role in the local community but is still a important attraction for visitors offering them a fascinating insight into 17th century life.

Our main objectives are:

- To maintain and grow usage by local schools and the community and to support their wider learning in subjects such as history.
- To maintain and improve on the number of visitors to Ford Green Hall Museum both from local people and tourists.
- To deliver community-based projects through active funding application bid writing and to work in partnership with community groups, residents associations and others to generate sustainable usage.
- To expand and build on current activities, to improve the existing facilities and encourage more 'friends' and volunteers to join and participate.

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

Charitable Activities

Ford Green Hall Museum Limited provides a unique cultural, historic and educational experience for those visiting or those who are involved with assisting in the operation of this community museum. We strive to ensure that Ford Green Hall Museum has an essential role within the local community but is still an important attraction for visitors offering them a fascinating insight into 17th century life.

Activities undertaken to further public benefit include holding historical events for local schools to assist in the provision of the national school curriculum relating to history, as well as providing an insight to the local history of the area to the people of the Stoke-on-Trent area and beyond. We pride ourselves on being a 'community museum' and provide the opportunity for local communities to participate in learning and exploring local history, but also to encourage the local community to participate in events that rekindle the use of historical arts, craftwork and the preparation and cooking of traditional and historic food items, along with providing the opportunities for local people to meet in a social setting, within our cafe.

The charity also delivers community based projects through active funding application bid writing and to work in partnership with community groups, residents associations and others to generate sustainable usage. We provide volunteer work to disadvantaged local people to provide them with essential skills in order for them to participate in the job market, to teach new skills and to rekindle and to keep alive historical skills.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The main impacts over the year were creating safety procedures from Covid-19 for returning visitors, major repairs, and the threat of losing our main grant from the City Council.

We have continued to be a Member of Association of Independent Museums and the Historic Houses Association. Also, an active supporter of the Potteries Heritage Network and increased delivery of school education courses.

New volunteers are adding to the quality of the Museum.

Structure, governance and management

Nature of governing document

The charitable company is operated under the rules of its memorandum and articles of association adopted on 6th March 2012 and amended on 25th April 2014. It is a company limited by guarantee and therefore has no share capital. The liability of each member in the event of winding-up is limited to £10.

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

Recruitment and appointment of trustees

Overall management of the charitable company is the responsibility of the trustees, who are elected and co-opted under the provisions of the memorandum of articles of association by a process of invitation, advertisement and interview in accordance with said memorandum of articles of association. New trustees are appointed by invitation from the existing board of trustees dependent on any skills which the new potential trustee has to offer and which the board feels that there is a lack of those skills within the charitable company. The need for any additional trustees or replacement trustees is also discussed by the members. The trustees do not receive any remuneration or benefits.

Financial review

The results for the year are set out in the Statement of Financial Activities.

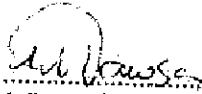
Policy on reserves

Reserves are held to cover running costs for three months which equate to approximately £28,750, which is the amount of notice period which needs to be given for closure of the tenancy with Stoke-on-Trent City Council. Unrestricted reserves at the year end are £76,880 (2021: £61,853).

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 24/11/22 and signed on its behalf by:


.....

Neil Dawson
Trustee

Ford Green Hall Museum Limited

known as Ford Green Hall

Independent Examiner's Report to the trustees of Ford Green Hall Museum Limited ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2022.

Responsibilities and basis of report

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


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

Independent examiner's statement

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

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

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


.....
Daryl Denson ACMA

VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Date: 24/11/2022.....

Ford Green Hall Museum Limited

known as Ford Green Hall

Statement of Financial Activities for the Year Ended 31 March 2022 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

| | Note | Unrestricted £ | Restricted £ | Total 2022 £ |
|------------------------------------|------|-------------------|-----------------|--------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 12,280 | 25,000 | 37,280 |
| Charitable activities | 4 | 12,984 | - | 12,984 |
| Other trading activities | 5 | 12,585 | - | 12,585 |
| Total income | | <u>37,849</u> | <u>25,000</u> | <u>62,849</u> |
| Expenditure on: | | | | |
| Raising funds | 6 | (2,864) | - | (2,864) |
| Charitable activities | 7 | (23,679) | (50,654) | (74,333) |
| Total expenditure | | <u>(26,543)</u> | <u>(50,654)</u> | <u>(77,197)</u> |
| Net income/(expenditure) | | <u>11,306</u> | <u>(25,654)</u> | <u>(14,348)</u> |
| Net movement in funds | | 11,306 | (25,654) | (14,348) |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>61,853</u> | <u>28,077</u> | <u>89,930</u> |
| Total funds carried forward | 15 | <u>73,159</u> | <u>2,423</u> | <u>75,582</u> |

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

**Statement of Financial Activities for the Year Ended 31 March 2022
(Including Income and Expenditure Account and Statement of Total
Recognised Gains and Losses)**

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2021 £ |
|------------------------------------|------|----------------------------|--------------------------|--------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 42,560 | 100,786 | 143,346 |
| Charitable activities | 4 | 123 | - | 123 |
| Other trading activities | 5 | (220) | - | (220) |
| Total income | | <u>42,463</u> | <u>100,786</u> | <u>143,249</u> |
| Expenditure on: | | | | |
| Raising funds | 6 | (583) | - | (583) |
| Charitable activities | 7 | (32,645) | (82,043) | (114,688) |
| Total expenditure | | <u>(33,228)</u> | <u>(82,043)</u> | <u>(115,271)</u> |
| Net income | | 9,235 | 18,743 | 27,978 |
| Transfers between funds | | (14,977) | 14,977 | - |
| Net movement in funds | | (5,742) | 33,720 | 27,978 |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>55,372</u> | <u>6,580</u> | <u>61,952</u> |
| Total funds carried forward | 15 | <u>49,630</u> | <u>40,300</u> | <u>89,930</u> |

All of the Charity's activities derive from continuing operations during the above two periods.

Ford Green Hall Museum Limited

known as Ford Green Hall

**Ford Green Hall Museum Limited
(Registration number: 07978032)
Balance Sheet as at 31 March 2022**


| | Note | 2022 £ | 2021 £ |
|---|------|----------------|-----------------|
| Current assets | | | |
| Debtors | 12 | 3,239 | 14,559 |
| Cash at bank and in hand | | <u>77,998</u> | <u>86,490</u> |
| | | 81,237 | 101,049 |
| Creditors: Amounts falling due within one year | 13 | <u>(5,655)</u> | <u>(11,119)</u> |
| Net assets | | <u>75,582</u> | <u>89,930</u> |
| Funds of the charity: | | | |
| Restricted income funds | | | |
| Restricted funds | | 2,423 | 40,300 |
| Unrestricted income funds | | | |
| Unrestricted funds | | <u>73,159</u> | <u>49,630</u> |
| Total funds | 15 | <u>75,582</u> | <u>89,930</u> |

For the financial year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

The financial statements on pages 6 to 21 were approved by the trustees, and authorised for issue on 4.4.22 and signed on their behalf by:



Neil Dawson
Trustee

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Ford Green Hall Museum Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Summary of disclosure exemptions

As a small charity the entity has taken advantage of the amendments to FRS102 contained in Update Bulletin 1 issued February 2016 to exempt the charity from preparation of a cash flow statement.

Income and endowments

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

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees meetings and reimbursed expenses.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

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

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

3 Income from donations and legacies

| | Unrestricted funds General £ | Restricted funds £ | Total 2022 £ |
|-----------------------------------|---|-----------------------------------|-----------------------------|
| Donations and legacies: | | | |
| Donations from individuals | 8,698 | - | 8,698 |
| Grants, including capital grants: | | | |
| Government grants | 3,582 | 25,000 | 28,582 |
| | <u>12,280</u> | <u>25,000</u> | <u>37,280</u> |
| | Unrestricted funds General £ | Restricted funds £ | Total 2021 £ |
| Donations and legacies: | | | |
| Donations from individuals | 317 | - | 317 |
| Grants, including capital grants: | | | |
| Government grants | 42,243 | 51,655 | 93,898 |
| Grants from other charities | - | 49,131 | 49,131 |
| | <u>42,560</u> | <u>100,786</u> | <u>143,346</u> |

4 Income from charitable activities

| | Unrestricted funds General £ | Total 2022 £ |
|--------------------|---|-----------------------------|
| Admissions | 3,783 | 3,783 |
| Educational Visits | 9,201 | 9,201 |
| | <u>12,984</u> | <u>12,984</u> |
| | Unrestricted funds General £ | Total 2021 £ |
| Educational Visits | 123 | 123 |

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

5 Income from other trading activities

| | Unrestricted funds General £ | Total 2022 £ |
|-----------------------------|---|-----------------------------|
| Trading income; | | |
| Sales of goods and services | 6,206 | 6,206 |
| Events income; | | |
| Other events income | 6,379 | 6,379 |
| | <u>12,585</u> | <u>12,585</u> |
| | Unrestricted funds General £ | Total 2021 £ |
| Events income; | | |
| Other events income | (220) | (220) |
| | <u>(220)</u> | <u>(220)</u> |

6 Expenditure on raising funds

a) Costs of generating donations and legacies

| | Unrestricted funds General £ | Total 2022 £ |
|-----------|---|-----------------------------|
| Donations | 216 | 216 |
| | <u>216</u> | <u>216</u> |
| | Unrestricted funds General £ | Total 2021 £ |
| Donations | 216 | 216 |
| | <u>216</u> | <u>216</u> |

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

b) Costs of trading activities

| | Unrestricted funds General £ | Total 2022 £ |
|---|---|-----------------------------|
| Costs of goods sold | 2,340 | 2,340 |
| Marketing and publicity | 155 | 155 |
| Other direct costs of activities for generating funds | 153 | 153 |
| | 2,648 | 2,648 |
| | Unrestricted funds General £ | Total 2021 £ |
| Marketing and publicity | 367 | 367 |
| | 367 | 367 |

7 Expenditure on charitable activities

| | Activity undertaken directly £ | 2022 £ |
|-------------------------------------|---|-------------------|
| Repairs and maintenance | 2,963 | 2,963 |
| Heat, light and water | 5,332 | 5,332 |
| Insurance | 2,594 | 2,594 |
| Office expenses | 3,316 | 3,316 |
| Accountancy and payroll | 924 | 924 |
| Bank and card machine fees | 115 | 115 |
| Miscellaneous expenses | 88 | 88 |
| Subscriptions and professional fees | 1,075 | 1,075 |
| Beam restoration | 25,654 | 25,654 |
| Salaries | 29,510 | 29,510 |
| Equipment and materials | 985 | 985 |
| Event materials | 1,068 | 1,068 |
| Independent examination fee | 675 | 675 |
| | 74,299 | 74,299 |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

| | Activity undertaken directly £ | 2021 £ |
|---|---|-------------------|
| Repairs and maintenance | 8,415 | 8,415 |
| Heat, light and water | 2,300 | 2,300 |
| Insurance | 774 | 774 |
| Office expenses | 553 | 553 |
| Accountancy and payroll | 1,715 | 1,715 |
| Bank and card machine fees | 16 | 16 |
| Subscriptions and professional fees | 637 | 637 |
| Architectural services for building space scoping | 12,715 | 12,715 |
| Beam restoration | 59,703 | 59,703 |
| Salaries | 26,705 | 26,705 |
| Equipment and materials | 480 | 480 |
| Independent examination fee | 675 | 675 |
| | <u>114,688</u> | <u>114,688</u> |

£23,679 (2021 - £20,789) of the above expenditure was attributable to unrestricted funds and £50,654 (2021 - £93,899) to restricted funds.

In addition to the expenditure analysed above, there are also governance costs of £709 (2021 - £675) which relate directly to charitable activities. See note 8 for further details.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

8 Analysis of governance and support costs

Governance costs

| | Unrestricted funds General £ | Total 2022 £ |
|---|---------------------------------------|--------------------|
| Independent examiner fees | | |
| Examination of the financial statements | 709 | 709 |
| | <u>709</u> | <u>709</u> |
| | Unrestricted funds General £ | Total 2021 £ |
| Independent examiner fees | | |
| Examination of the financial statements | 675 | 675 |
| | <u>675</u> | <u>675</u> |

9 Government grants

A restricted grant from Stoke-on-Trent City Council for £25,000 (2021: £25,000) was received which was restricted to expenditure relating to the operation, maintenance and development of Ford Green Hall as a museum. Unrestricted Covid grants totalling £8,000 (2021: £nil) were received from Stoke-on-Trent City Council and £3,582 (2021: £nil) was received from the government's Coronavirus Job Retention Scheme.

10 Trustees remuneration and expenses

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

11 Staff costs

The aggregate payroll costs were as follows:

| | 2022 £ | 2021 £ |
|--|---------------|---------------|
| Staff costs during the year were: | | |
| Wages and salaries | 28,687 | 25,936 |
| Pension costs | 823 | 769 |
| | <u>29,510</u> | <u>26,705</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

| | 2022 No | 2021 No |
|-------------|------------|------------|
| Educational | <u>4</u> | <u>2</u> |

No employee received emoluments of more than £60,000 during the year.

12 Debtors

| | 2022 £ | 2021 £ |
|----------------|--------------|---------------|
| Prepayments | 1,156 | 1,539 |
| Accrued income | 2,083 | 13,020 |
| | <u>3,239</u> | <u>14,559</u> |

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

13 Creditors: amounts falling due within one year

| | 2022 | 2021 |
|--|--------------|---------------|
| | £ | £ |
| Trade creditors | 2,183 | 7,287 |
| Other taxation and social security | 203 | 100 |
| Other creditors | 2,354 | 2,100 |
| Accruals | 915 | 1,332 |
| Deferred income | - | 300 |
| | <u>5,655</u> | <u>11,119</u> |
| | 2022 | 2021 |
| | £ | £ |
| Deferred income at 1 April 2021 | 300 | 500 |
| Amounts released from previous periods | <u>(300)</u> | <u>(200)</u> |
| Deferred income at year end | <u>-</u> | <u>300</u> |

14 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £823 (2021 - £769).

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

15 Funds

| | Balance at 1 April 2021 £ | Incoming resources £ | Resources expended £ | Balance at 31 March 2022 £ |
|---|---------------------------------|----------------------------|----------------------------|----------------------------------|
| Unrestricted funds | | | | |
| <i>General</i> | | | | |
| General Fund | 61,853 | 37,849 | (26,543) | 73,159 |
| Restricted funds | | | | |
| Stoke-on-Trent City Council | - | 25,000 | (25,000) | - |
| The Community Foundation for Staffordshire | 750 | - | - | 750 |
| Beam Restoration Project | <u>27,327</u> | <u>-</u> | <u>(26,654)</u> | <u>1,673</u> |
| Total restricted funds | <u>28,077</u> | <u>25,000</u> | <u>(50,654)</u> | <u>2,423</u> |
| Total funds | <u>89,930</u> | <u>62,849</u> | <u>(77,197)</u> | <u>75,582</u> |

| | Balance at 1 April 2020 £ | Incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2021 £ |
|--|------------------------------------|----------------------------|----------------------------|----------------|-------------------------------------|
| Unrestricted funds | | | | | |
| <i>General</i> | | | | | |
| General Fund | 55,372 | 44,172 | (22,714) | (14,977) | 61,853 |
| Restricted | | | | | |
| Stoke-on-Trent City Council | - | 25,000 | (21,848) | (3,152) | - |
| The Community Foundation for Staffordshire | - | 750 | - | - | 750 |
| Stoke on Trent Capital Investment Fund | 6,580 | - | - | (6,580) | - |
| Beam Restoration Project | - | 63,036 | (59,703) | 23,994 | 27,327 |
| Culture Recovery Fund for Heritage | - | 12,000 | (12,715) | 715 | - |
| Total restricted funds | <u>6,580</u> | <u>100,786</u> | <u>(94,266)</u> | <u>14,977</u> | <u>28,077</u> |
| Total funds | <u>61,952</u> | <u>144,958</u> | <u>(116,980)</u> | <u>-</u> | <u>89,930</u> |

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

The specific purposes for which the funds are to be applied are as follows:

The grant from Stoke-on-Trent City Council was for the the operation, maintenance and develop of Ford Green Hall as a museum.

16 Analysis of net assets between funds

| | Unrestricted funds General £ | Restricted £ | Total funds at 31 March 2020 £ |
|---------------------|---------------------------------------|--------------------------|---|
| Current assets | 78,814 | 2,423 | 81,237 |
| Current liabilities | (5,655) | - | (5,655) |
| Total net assets | <u>73,159</u> | <u>2,423</u> | <u>75,582</u> |
| | Unrestricted funds General £ | Restricted funds £ | Total funds at 31 March 2021 £ |
| Current assets | 64,440 | 36,609 | 101,049 |
| Current liabilities | (2,587) | (8,532) | (11,119) |
| Total net assets | <u>61,853</u> | <u>28,077</u> | <u>89,930</u> |

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2022

17 Related party transactions

During the year the charity made the following related party transactions:

Martin Mincher

(Father of Nicholas Mincher - Trustee)

Received a salary during the year ended 31 March 2022 of £Nil (2021 - £300). At the balance sheet date the amount due to/from from Martin Mincher was £Nil (2021 - £300).

Pamela Mincher

(Mother of Nicholas Mincher - Trustee)

Received a salary and pension contributions during the year ended 31 March 2022 of £9,452 (2021 - £10,452). At the balance sheet date the amount due from Pamela Mincher was £9,452 (2021 - £10,452).

FORD GREEN HALL MUSEUM LTD

England & Wales - Charity number 1156839

Accounts

Company registration number: 07978032
Charity registration number: 1156839

Ford Green Hall Museum Limited

known as

Ford Green Hall

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 March 2021

Daryl Denson ACMA
VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Ford Green Hall Museum Limited

known as Ford Green Hall

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Ford Green Hall Museum Limited

known as Ford Green Hall

Reference and Administrative Details

Trustees Neil Dawson, Chair
Susan Bradbury
Malcolm Clewes
Karen Kelly
Nicholas Mincher
Tim Newsome

Principal Office Ford Green Hall Museum
Ford Green Road
Stoke-on-Trent
ST6 1NG

The company is incorporated in England.

Company Registration Number 07978032

Charity Registration Number 1156839

Bankers National Westminster Bank
1 Upper Market Square
Stoke-on-Trent
ST1 1NS

Independent Examiner Daryl Denson ACMA
VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Objectives and activities

Objects and aims

The charitable objectives of Ford Green Hall Museum Limited, as set out in the governing document, are:

- a) To advance education by the establishment and maintenance of a museum
- b) To support such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

Since the year end the trustees have reviewed the charitable objects and they are in the process of being updated to the following:

- a) To advance education by the establishment and maintenance of a museum, consisting of a built heritage asset (17th century farmhouse) and relevant collections.
- b) To support such charitable purposes for the public benefit as are exclusively charitable according to the laws of England and Wales as the trustees may from time to time determine.

We strive to ensure that Ford Green Hall Museum has an essential role in the local community but is still a important attraction for visitors offering them a fascinating insight into 17th century life.

Our main objectives are:

- To maintain and grow usage by local schools and the community and to support their wider learning in subjects such as history.
- To maintain and improve on the number of visitors to Ford Green Hall Museum both from local people and tourists.
- To deliver community-based projects through active funding application bid writing and to work in partnership with community groups, residents associations and others to generate sustainable usage.
- To expand and build on current activities, to improve the existing facilities and encourage more 'friends' and volunteers to join and participate.

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (Incorporating the Directors' Report)

Charitable Activities

Ford Green Hall Museum Limited provides a unique cultural, historic and educational experience for those visiting or those who are involved with assisting in the operation of this community museum. We strive to ensure that Ford Green Hall Museum has an essential role within the local community but is still an important attraction for visitors offering them a fascinating insight into 17th century life.

Activities undertaken to further public benefit include holding historical events for local schools to assist in the provision of the national school curriculum relating to history, as well as providing an insight to the local history of the area to the people of the Stoke-on-Trent area and beyond. We pride ourselves on being a 'community museum' and provide the opportunity for local communities to participate in learning and exploring local history, but also to encourage the local community to participate in events that rekindle the use of historical arts, craftwork and the preparation and cooking of traditional and historic food items, along with providing the opportunities for local people to meet in a social setting, within our cafe.

The charity also delivers community based projects through active funding application bid writing and to work in partnership with community groups, residents associations and others to generate sustainable usage. We provide volunteer work to disadvantaged local people to provide them with essential skills in order for them to participate in the job market, to teach new skills and to rekindle and to keep alive historical skills.

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

The year's activities have been impacted on severely by the Covid pandemic. Following Government guidance, we were closed most of the year ended 31 March 2021. We have met the challenge of preparing ourselves ready for the changes created by the pandemic.

We have continued to be a Member of Association of Independent Museums and the Historic Houses Association, and also we are an active supporter of the Potteries Heritage Network and part of the local education museum umbrella group. New volunteers are now adding to the quality of the Museum

With the support of Historic England, we have undertaken a significant beam repair using a local repair company. From this work, we have gained knowledge of the process and have a long-term plan of delivering a repair programme.

Again, we have increased our marks from the VAQAS Visit England museum monitoring system and we have received the Queen's award for the Voluntary Service.

We need to thank our members for their continued involvement, our trustees, the local community and particularly the staff and volunteers for their commitment, hard work and dedication towards Ford Green Hall Museum.

Ford Green Hall Museum Limited

known as Ford Green Hall

Trustees' Report (incorporating the Directors' Report)

Structure, governance and management

Nature of governing document

The charitable company is operated under the rules of its memorandum and articles of association adopted on 6th March 2012 and amended on 25th April 2014. It is a company limited by guarantee and therefore has no share capital. The liability of each member in the event of winding-up is limited to £10.

Recruitment and appointment of trustees

Overall management of the charitable company is the responsibility of the trustees, who are elected and co-opted under the provisions of the memorandum of articles of association by a process of invitation, advertisement and interview in accordance with said memorandum of articles of association. New trustees are appointed by invitation from the existing board of trustees dependent on any skills which the new potential trustee has to offer and which the board feels that there is a lack of those skills within the charitable company. The need for any additional trustees or replacement trustees is also discussed by the members. The trustees do not receive any remuneration or benefits.

Financial review

The results for the year are set out in the Statement of Financial Activities.

Policy on reserves

Reserves are held to cover running costs for three months which equate to approximately £28,750, which is the amount of notice period which needs to be given for closure of the tenancy with Stoke-on-Trent City Council. Unrestricted reserves at the year end are £61,853 (2020: £55,372).

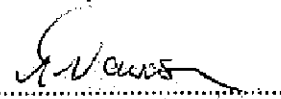
Important non-adjusting events after the financial period

The year's activities have been impacted on severely by the Covid 19 pandemic. Following Government guidance, we were closed most of the accounting year. We have met the challenge of preparing ourselves ready for the changes created by the pandemic. Three Trustees are receiving training from the Big Lottery support fund for improvements during and after Covid 19. We are investigating the possibility of delivering part of our service outside the main building but within the grounds. This would increase income and allow expansion of the museum delivery. In the short term, the museum reopened to visitors on 21 June with all the necessary safety measures in place.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

The annual report was approved by the trustees of the charity on 22/10/21 and signed on its behalf by:


.....
Neil Dawson
Trustee

Ford Green Hall Museum Limited

known as Ford Green Hall

Independent Examiner's Report to the trustees of Ford Green Hall Museum Limited

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2021 which are set out on pages 6 to 21.

Respective responsibilities of trustees and examiner

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

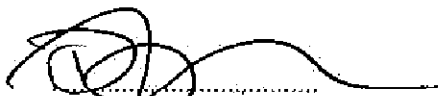
Having satisfied myself that the accounts of Ford Green Hall Museum Limited are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act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

Independent examiner's statement

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

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

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



.....
Daryl Denson ACMA

VAST
The Dudson Centre
Hope Street
Stoke-on-Trent
ST1 5DD

Date: 20/10/21

Ford Green Hall Museum Limited

known as Ford Green Hall

Statement of Financial Activities for the Year Ended 31 March 2021 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

| | Note | Unrestricted £ | Restricted £ | Total 2021 £ |
|------------------------------------|------|-------------------|-----------------|--------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 42,560 | 100,786 | 143,346 |
| Charitable activities | 4 | 123 | - | 123 |
| Other trading activities | 5 | (220) | - | (220) |
| Total income | | <u>42,463</u> | <u>100,786</u> | <u>143,249</u> |
| Expenditure on: | | | | |
| Raising funds | 6 | (216) | (367) | (583) |
| Charitable activities | 7 | <u>(20,789)</u> | <u>(93,899)</u> | <u>(114,688)</u> |
| Total expenditure | | <u>(21,005)</u> | <u>(94,266)</u> | <u>(115,271)</u> |
| Net income | | 21,458 | 6,520 | 27,978 |
| Transfers between funds | | <u>(14,977)</u> | <u>14,977</u> | - |
| Net movement in funds | | 6,481 | 21,497 | 27,978 |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>55,372</u> | <u>6,580</u> | <u>61,952</u> |
| Total funds carried forward | 16 | <u>61,853</u> | <u>28,077</u> | <u>89,930</u> |

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as **Ford Green Hall**

**Statement of Financial Activities for the Year Ended 31 March 2021
(Including Income and Expenditure Account and Statement of Total
Recognised Gains and Losses)**

| | Note | Unrestricted funds £ | Restricted funds £ | Total 2020 £ |
|------------------------------------|------|----------------------------|--------------------------|--------------------|
| Income and Endowments from: | | | | |
| Donations and legacies | 3 | 1,418 | 26,150 | 27,568 |
| Charitable activities | 4 | 18,935 | - | 18,935 |
| Other trading activities | 5 | 18,650 | - | 18,650 |
| Total income | | <u>39,003</u> | <u>26,150</u> | <u>65,153</u> |
| Expenditure on: | | | | |
| Raising funds | 6 | (3,189) | (1,333) | (4,522) |
| Charitable activities | 7 | (34,546) | (26,617) | (61,163) |
| Total expenditure | | <u>(37,735)</u> | <u>(27,950)</u> | <u>(65,685)</u> |
| Net income/(expenditure) | | <u>1,268</u> | <u>(1,800)</u> | <u>(532)</u> |
| Net movement in funds | | 1,268 | (1,800) | (532) |
| Reconciliation of funds | | | | |
| Total funds brought forward | | <u>54,104</u> | <u>8,380</u> | <u>62,484</u> |
| Total funds carried forward | 16 | <u>55,372</u> | <u>6,580</u> | <u>61,952</u> |

All of the Charity's activities derive from continuing operations during the above two periods.

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Ford Green Hall Museum Limited (Registration number: 07978032) Balance Sheet as at 31 March 2021

| | Note | 2021 £ | 2020 £ |
|---|------|-----------------|----------------|
| Current assets | | | |
| Debtors | 13 | 14,559 | 5,756 |
| Cash at bank and in hand | | <u>86,490</u> | <u>60,995</u> |
| | | 101,049 | 66,751 |
| Creditors: Amounts falling due within one year | 14 | <u>(11,119)</u> | <u>(4,799)</u> |
| Net assets | | <u>89,930</u> | <u>61,952</u> |
| Funds of the charity: | | | |
| Restricted income funds | | | |
| Restricted funds | | 28,077 | 6,580 |
| Unrestricted income funds | | | |
| Unrestricted funds | | <u>61,853</u> | <u>55,372</u> |
| Total funds | 16 | <u>89,930</u> | <u>61,952</u> |

For the financial year ending 31 March 2021 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements on pages 6 to 21 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
Neil Dawson
Trustee

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

1 Charity status

The charity is limited by guarantee, incorporated in England, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £10 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

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) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Ford Green Hall Museum Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The financial statements have been prepared on a going concern basis.

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

Summary of disclosure exemptions

As a small charity the entity has taken advantage of the amendments to FRS 102 contained in Update Bulletin 1 Issued February 2016 to exempt the charity from preparation of a cash flow statement.

Income and endowments

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

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Grants receivable

Grants are recognised when the charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

Government grants

Government grants are recognised based on the accrual model and are measured at the fair value of the asset received or receivable. Grants are classified as relating either to revenue or to assets. Grants relating to revenue are recognised in income over the period in which the related costs are recognised. Grants relating to assets are recognised over the expected useful life of the asset. Where part of a grant relating to an asset is deferred, it is recognised as deferred income.

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Pensions and other post retirement obligations

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

Contributions to defined contribution plans are recognised in the Statement of Financial Activities when they are due. If contribution payments exceed the contribution due for service, the excess is recognised as a prepayment.

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

3 Income from donations and legacies

| | Unrestricted funds General £ | Restricted funds £ | Total 2021 £ |
|-----------------------------------|---|-----------------------------------|-----------------------------|
| Donations and legacies; | | | |
| Donations from individuals | 317 | - | 317 |
| Grants, including capital grants; | | | |
| Government grants | 42,243 | 51,655 | 93,898 |
| Grants from other charities | - | 49,131 | 49,131 |
| | <u>42,560</u> | <u>100,786</u> | <u>143,346</u> |
| | | | |
| | Unrestricted funds General £ | Restricted funds £ | Total 2020 £ |
| Donations and legacies; | | | |
| Donations from individuals | 1,418 | - | 1,418 |
| Grants, including capital grants; | | | |
| Government grants | - | 25,000 | 25,000 |
| Grants from other charities | - | 1,150 | 1,150 |
| | <u>1,418</u> | <u>26,150</u> | <u>27,568</u> |

4 Income from charitable activities

| | Unrestricted funds General £ | Total 2021 £ |
|--------------------|---|-----------------------------|
| Educational Visits | <u>123</u> | <u>123</u> |
| | | |
| | Unrestricted funds General £ | Total 2020 £ |
| Admissions | 4,194 | 4,194 |
| Educational Visits | <u>14,741</u> | <u>14,741</u> |
| | <u>18,935</u> | <u>18,935</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

5 Income from other trading activities

| | Unrestricted funds General £ | Total 2021 £ |
|-----------------------------|---|-----------------------------|
| Events income: | | |
| Other events income | (220) | (220) |
| | (220) | (220) |
| | Unrestricted funds General £ | Total 2020 £ |
| Trading income: | | |
| Sales of goods and services | 6,143 | 6,143 |
| Events income: | | |
| Other events income | 12,507 | 12,507 |
| | 18,650 | 18,650 |

6 Expenditure on raising funds

a) Costs of generating donations and legacies

| | Unrestricted funds General £ | Total 2021 £ |
|-----------|---|-----------------------------|
| Donations | 216 | 216 |
| | Unrestricted funds General £ | Total 2020 £ |
| Donations | 216 | 216 |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

b) Costs of trading activities

| | Restricted funds £ | Total 2021 £ | |
|-------------------------|---------------------------------------|--------------------------|--------------------|
| Marketing and publicity | 367 | 367 | |
| | <u>367</u> | <u>367</u> | |
| | Unrestricted funds General £ | Restricted funds £ | Total 2020 £ |
| Costs of goods sold | 2,973 | - | 2,973 |
| Marketing and publicity | - | 1,333 | 1,333 |
| | <u>2,973</u> | <u>1,333</u> | <u>4,306</u> |

7 Expenditure on charitable activities

| | Activity undertaken directly £ | 2021 £ |
|---|---|----------------|
| Repairs and maintenance | 8,415 | 8,415 |
| Heat, light and water | 2,300 | 2,300 |
| Insurance | 774 | 774 |
| Office expenses | 553 | 553 |
| Accountancy and payroll | 1,715 | 1,715 |
| Bank and card machine fees | 16 | 16 |
| Subscriptions and professional fees | 637 | 637 |
| Architectural services for building space scoping | 12,715 | 12,715 |
| Beam restoration | 59,703 | 59,703 |
| Salaries | 26,705 | 26,705 |
| Equipment and materials | 480 | 480 |
| Independent examination fee | 675 | 675 |
| | <u>114,688</u> | <u>114,688</u> |

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

| | Activity undertaken directly £ | 2020 £ |
|-------------------------------------|---|-------------------|
| Repairs and maintenance | 5,479 | 5,479 |
| Heat, light and water | 11,846 | 11,846 |
| Insurance | 2,219 | 2,219 |
| Office expenses | 869 | 869 |
| Accountancy and payroll | 2,063 | 2,063 |
| Bank and card machine fees | 720 | 720 |
| Miscellaneous expenses | 10 | 10 |
| Subscriptions and professional fees | 727 | 727 |
| Salaries | 33,087 | 33,087 |
| Equipment and materials | 2,657 | 2,657 |
| Event materials | 874 | 874 |
| Independent examination fee | 612 | 612 |
| | <u>61,163</u> | <u>61,163</u> |

£20,789 (2020 - £34,546) of the above expenditure was attributable to unrestricted funds and £93,899 (2020 - £26,617) to restricted funds.

Included in the expenditure analysed above, there are governance costs of £675 (2020 - £612) which relate directly to charitable activities. See note 8 for further details.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

8 Analysis of governance and support costs

Governance costs

| | Unrestricted funds General £ | Total 2021 £ |
|---|---------------------------------------|--------------------|
| Independent examiner fees | | |
| Examination of the financial statements | 675 | 675 |
| | <u>675</u> | <u>675</u> |
| | Unrestricted funds General £ | Total 2020 £ |
| Independent examiner fees | | |
| Examination of the financial statements | 612 | 612 |
| | <u>612</u> | <u>612</u> |

9 Government grants

A restricted grant from Stoke-on-Trent City Council for £25,000 (2020: £25,000) was received which was restricted to expenditure relating to the operation, maintenance and development of Ford Green Hall as a museum. A restricted grant of £14,655 was received from Stoke-on-Trent City Council Capital Investment Fund to assist with urgent repairs to an external oak beam. A restricted grant of £12,000 was received from the Culture Recovery Fund for Heritage for architectural and heritage building space scoping. Unrestricted Covid grants totalling £21,451 were received from Stoke-on-Trent City Council and £20,792 was received from the government's Coronavirus Job Retention Scheme.

The repairs to the oak beam being part funded by the Stoke-on-Trent City Council Capital Investment fund are ongoing at the year end.

10 Trustees remuneration and expenses

No trustees have received any reimbursed expenses or any other benefits from the charity during the year.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

11 Staff costs

The aggregate payroll costs were as follows:

| | 2021 £ | 2020 £ |
|--|---------------|---------------|
| Staff costs during the year were: | | |
| Wages and salaries | 25,936 | 32,296 |
| Pension costs | <u>769</u> | <u>791</u> |
| | <u>26,705</u> | <u>33,087</u> |

The monthly average number of persons (including senior management team) employed by the charity during the year was as follows:

| | 2021 No | 2020 No |
|-------------|------------|------------|
| Educational | 2 | 4 |
| Caretaking | <u>-</u> | <u>1</u> |
| | <u>2</u> | <u>5</u> |

No employee received emoluments of more than £60,000 during the year.

12 Independent examiner's remuneration

| | 2021 £ | 2020 £ |
|---|------------|------------|
| Examination of the financial statements | <u>675</u> | <u>612</u> |

13 Debtors

| | 2021 £ | 2020 £ |
|----------------|---------------|--------------|
| Prepayments | 1,539 | 2,041 |
| Accrued income | 13,020 | 2,083 |
| Other debtors | <u>-</u> | <u>1,632</u> |
| | <u>14,559</u> | <u>5,756</u> |

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

14 Creditors: amounts falling due within one year

| | 2021 £ | 2020 £ |
|--|---------------|--------------|
| Trade creditors | 7,287 | 120 |
| Other taxation and social security | 100 | 96 |
| Other creditors | 2,100 | 2,426 |
| Accruals | 1,332 | 1,657 |
| Deferred income | 300 | 500 |
| | <u>11,119</u> | <u>4,799</u> |
| | 2021 £ | 2020 £ |
| Deferred income at 1 April 2020 | 500 | 1,400 |
| Resources deferred in the period | - | 500 |
| Amounts released from previous periods | (200) | (1,400) |
| Deferred income at year end | <u>300</u> | <u>500</u> |

The deferred income held at the year end is for wedding booking deposits.

15 Pension and other schemes

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The pension cost charge for the year represents contributions payable by the charity to the scheme and amounted to £769 (2020 - £791).

Ford Green Hall Museum Limited

known as Ford Green Hall

Notes to the Financial Statements for the Year Ended 31 March 2021

16 Funds

| | Balance at 1 April 2020 £ | incoming resources £ | Resources expended £ | Transfers £ | Balance at 31 March 2021 £ |
|--|------------------------------------|----------------------------|----------------------------|----------------------------------|-------------------------------------|
| Unrestricted funds | | | | | |
| <i>General</i> | | | | | |
| General Fund | 55,372 | 44,172 | (22,714) | (14,977) | 61,853 |
| Restricted funds | | | | | |
| Stoke-on-Trent City Council | - | 25,000 | (21,848) | (3,152) | - |
| The Community Foundation for Staffordshire | - | 750 | - | - | 750 |
| Stoke on Trent Capital Investment Fund | 6,580 | - | - | (6,580) | - |
| Beam Restoration Project | - | 63,036 | (59,703) | 23,994 | 27,327 |
| Culture Recovery Fund for Heritage | - | 12,000 | (12,715) | 715 | - |
| Total restricted funds | <u>6,580</u> | <u>100,786</u> | <u>(94,266)</u> | <u>14,977</u> | <u>28,077</u> |
| Total funds | <u>61,952</u> | <u>144,958</u> | <u>(116,980)</u> | <u>-</u> | <u>89,930</u> |
| | Balance at 1 April 2019 £ | Incoming resources £ | Resources expended £ | Balance at 31 March 2020 £ | |
| Unrestricted funds | | | | | |
| <i>General</i> | | | | | |
| General Fund | 61,853 | 39,003 | (37,735) | 63,121 | |
| Restricted | | | | | |
| Stoke-on-Trent City Council | - | 25,000 | (25,000) | - | |
| The Community Foundation for Staffordshire | 750 | 1,150 | (1,150) | 750 | |
| Stoke on Trent Capital Investment Fund | - | - | (1,800) | (1,800) | |
| Total restricted funds | <u>750</u> | <u>26,150</u> | <u>(27,950)</u> | <u>(1,050)</u> | |
| Total funds | <u>62,603</u> | <u>65,153</u> | <u>(65,685)</u> | <u>62,071</u> | |

The notes on pages 9 to 21 form an integral part of these financial statements.

Ford Green Hall Museum Limited

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Notes to the Financial Statements for the Year Ended 31 March 2021

The specific purposes for which the funds are to be applied are as follows:

The grant from Stoke-on-Trent City Council was for the the operation, maintenance and develop of Ford Green Hall as a museum.

The grant from The Community Foundation for Staffordshire was to fund family activities in school holidays and at Christmas.

The Beam restoration project was funded by Stoke-on-Trent City Council Capital Investment Fund for (£10,000 in 2019 and £14,655 in 2021) and the Historic England (£49,025) for urgent repairs to an external oak beam.

The grant from the Culture Recovery Fund for Heritage was to fund architectural and heritage building space scoping.

The balance shown on the Stoke on Trent Community Investment Fund was transferred to the Beam Restoration Project fund as it was given towards this project.

The Stoke on Trent City Council grant contributed an amount towards the Beam Restoration Project fund.

The total cost of the Beam Restoration project exceeded the funding obtained so the remainder was funded from unrestricted funds.

The total cost of the scoping project funded by the Culture Recovery Fund exceeded the funding received and the remainder was funded from unrestricted funds.

17 Analysis of net assets between funds

| | Unrestricted funds General £ | Restricted £ | Total funds at 31 March 2020 £ |
|---------------------|------------------------------------|-----------------------|---|
| Current assets | 64,440 | 36,609 | 101,049 |
| Current liabilities | (2,587) | (8,532) | (11,119) |
| Total net assets | <u>61,853</u> | <u>28,077</u> | <u>89,930</u> |
| | Unrestricted funds General £ | Restricted funds £ | Total funds at 31 March 2020 £ |
| Current assets | 60,171 | 6,580 | 66,751 |
| Current liabilities | (4,799) | - | (4,799) |
| Total net assets | <u>55,372</u> | <u>6,580</u> | <u>61,952</u> |

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18 Related party transactions

During the year the charity made the following related party transactions:

Martin Mincher

(Father of Nicholas Mincher - Trustee)

Received a salary during the year ended 31 March 2020 of £300 (2020 - £3,755). At the balance sheet date the amount due to/from to Martin Mincher was £Nil (2020 - £182).

Pamela Mincher

(Mother of Nicholas Mincher - Trustee)

Received a salary and pension contributions during the year ended 31 March 2021 of £10,452 (2020 - £11,231). At the balance sheet date the amount due to Pamela Mincher was £817 (2020 - £744).

19 Non-adjusting events after the financial period

The year's activities have been impacted on severely by the Covid 19 pandemic. Following Government guidance, we were closed most of the accounting year. We have met the challenge of preparing ourselves ready for the changes created by the pandemic. Three Trustees are receiving training from the Big Lottery support fund for improvements during and after Covid 19. We are investigating the possibility of delivering part of our service outside the main building but within the grounds. This would increase income and allow expansion of the museum delivery. In the short term, the museum reopened to visitors on 21 June with all the necessary safety measures in place.

