

# TRUSTEES' REPORT & ACCOUNTS

For the Year to 31 March 2023

Burgh House, New End Square, Hampstead,  
London NW3 1LT

## **Burgh House CIO Trustees' Report**

The Burgh House Charitable Incorporated Organisation was constituted in 2014 and is registered with the Charity Commissioners under charity number 1159634. It was formed to take on all the activities, obligations, assets and liabilities of Burgh House Trust (registered charity 275552) from 1 April 2015 and became the sole Trustee of the Burgh House Trust.

The financial statements have been prepared in accordance with the accounting policies set out in the notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014.

## **Principal Purposes and Activities**

The principal purposes of the Burgh House CIO are to preserve Burgh House and its contents, to protect and improve its amenities for the public benefit, to facilitate access to the House by the general public and to encourage its use and occupation for charitable purposes.

The main activities of the House are exhibitions, talks, recitals, workshops and community projects. The House has no charge for entrance and aims to deliver a cultural programme that is accessible to everyone, growing and diversifying our audiences to reflect the community we serve. These are made possible through the charity's commercial activity as a weddings/ private events space, café and meeting space.

## **Review of Activities in the year to 31 March 2023**

The year to 31 March 2023 was challenging for Burgh House. We have incurred significant deficit in the financial year, and we expect to do so again in the year ended 31 March 2024. The board of trustees reviews the financial position on a quarterly basis and it is confident that the organisation will be able to return to achieving a break-even level of trading within the next year.

## **Summary of Commercial Activity during the year**

We delivered 63 weddings and 89 private events (parties, funerals, meetings, concerts etc) during the year and were able to use the spare capacity to hire the House for filming on 3 occasions. Our operating costs however rose as we increased our investment in staffing with a view to rebuilding our events income and investing in the long-term future of the House.

We continued to benefit from generous grants from the Marie-Louise von Motesiczky Charitable Trust (which is contributing to our exhibition programme and a two-year programme of improvements to the fabric and lighting within the house) and from the AKO Foundation which has supported our curatorial costs. We are immensely grateful for these generous gifts which transformed our confidence and ability to continue to develop despite the Covid-related disruptions to our activities. In particular, the grant from the Marie-Louise von Motesiczky Charitable Trust which was received in the prior year financial year enabled

us to start major renovations to the museum rooms on the first floor of the House, providing a dramatic improvement to our public spaces and deliver increased opportunities for public access to those wishing to view our collections.

We ended the year with cash reserves of £121k and investments of £270K, having achieved a gross operating deficit in the year of £165k.

### **Cultural Programme during the year**

Burgh House offered a wide variety of cultural programming throughout the year. Its rooms and galleries featured changing art exhibitions, with a lively public programme of singing and instrumental music, talks and lectures on art and books, readings and performances, wine-tastings, and hands-on creative workshops.

Highlights of Burgh House's exhibitions programme for the year include:

*Those Remarkable Carlines* (October 2022 – April 2023).

This exhibition celebrated the work of the talented Carline siblings, Hilda, Sydney and Richard, in the first public exhibition in over 40 years to focus on these accomplished and influential artists. The Carlines lived and worked in Hampstead, and their family home on Downshire Hill in the interwar years was nexus for a glamorous artistic social group including Stanley Spencer, Paul and John Nash, and Henry Lamb. Burgh House's exhibition brought together landscapes, portraits and domestic images from private and public collections. <https://www.burghhouse.org.uk/whats-on/exhibitions/those-remarkable-carlines>

Additionally, Richard Carline's daughter Hermione exhibited *Shifting Memories* under the new *Artist In Focus* programme which took place periodically throughout the year in Burgh House's Peggy Jay Gallery. Her daughters Josie and Madeleine Hunter also created an installation in the Burgh House drawing room.

Another highlight for Burgh House's exhibitions programme, focusing on illustration, was *John Burningham: An Illustrated Life* (February – September 2022) 'Down with the simpering 19<sup>th</sup> century goody-goody books that deprived children of their animal nature, wild imagination and lust for living'. Maurice Sendak, author and illustrator of *Where the Wild Things Are* introducing Burningham's autobiography. For some visitors this exhibition gave the chance re-connect with childhood favourites, including the featherless Borka, the ever-patient Mr Gumpy, and the mighty Shirley. For others it led to the discovery of the wild, wonderful, irreverent work of author, illustrator, and beloved Hampstead resident, John Burningham (1936-2019). <https://www.burghhouse.org.uk/whats-on/exhibitions/john-burningham-an-illustrated-life/past/2022>

*John Cecil Stephenson: A Modernist in Hampstead* (March – September 2022). Stephenson was an artist, craftsman, and engineer. He lived and worked at Mall Studios in Hampstead from 191 until 1965, a neighbour and friend to celebrated modernists including Hepworth, Nicholson, Mondrian and Calder. Stephenson was a steadfast part of Hampstead's artistic community.

## Burgh House CIO, Registered Charity No1159634

### Trustees

The London Borough of Camden may nominate three persons to be appointed as either a Trustee or as a member of the Management Committee, with at least one of these being a Trustee, and nominated Cllr. Oliver Cooper to be a Trustee during the year. Oliver Cooper subsequently lost his seat with Camden Council and was replaced by Anna Burrage. The other Trustees are selected to bring a wide range of the skills, knowledge and experience needed for effective administration of the CIO, and are appointed by a resolution passed at a properly convened meeting of the Trustees.

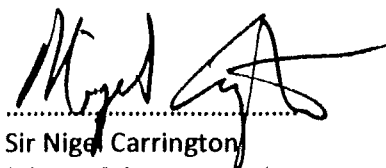
Trustees during the year were:

J Barker  
J D Burns (resigned 30 September 2022)  
N M Carrington (Chair of the Trustees)  
L Chung  
O H Cooper (resigned 18 May 2022)  
A Burrage (appointed 15 March 2023)  
D Curtin  
P Garner  
C Gascoigne  
A C Ghilchik (resigned 18 May 2022)  
A Logue-Bose  
P A McMahon – (Treasurer)  
C Seigel Eccleshare (resigned 18 May 2022)  
J Sonabend  
H Stewart  
W Sudbury  
B Wolf (resigned 18 May 2022)

### Bankers

Barclays Bank UK PLC, 28 Hampstead High Street, London NW3 1QB

Lloyds Bank plc, 140 Camden High Street, London NW1 0NG



Sir Nigel Carrington  
(Chair of the Trustees)  
24 May 2024

## **Independent Examiner's Report to the Trustees of Burgh House**

I report on the accounts of the CIO for the year ended 31 March 2023 which are set out on pages 6 - 12.

### **Respective responsibilities of Trustees and examiner**

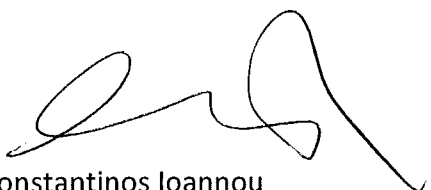
As the charity's Trustees you are responsible for the preparation of the accounts; you consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Act), and that an independent examination is needed. It is my responsibility to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners (under section 145(5)(b) of the Act) whether particular matters have come to my attention.

### **Basis of independent examiner's report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

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

In the course of my examination, no matter has come to my attention which suggests that your accounting records have not been properly kept (in accordance with section 130 of the Charities Act) or that these accounts do not accord with them and comply with the Act. Nor, in my opinion, is there any matter in them to which special attention should be drawn.



Constantinos Ioannou  
Chartered Accountant  
Ioannou & Co  
Chartered Accountants  
767-769 High Road  
London N12 8JY

24 May 2024

**Statement of Financial Activity for the year ended 31 March 2023**

				2023	2022
		Operating Activities	Provision for House Maintenance	Total unrestricted funds	Total unrestricted funds
			(Note 6)		
		£	£	£	£
<b>Income</b>					
CIO Activities	Note 2	312,338		312,338	304,296
Fund Raising Activities	Note 3	24,401		24,401	4,762
Investment		6,021		6,021	4,933
Other income		-		-	45,707
Restricted income	Note 10	-		-	100,000
Total Income		342,760	-	342,760	459,698
<b>Expenditure</b>					
Raising Funds	Note 3	(10,966)		(10,966)	(3,518)
Charitable Activities	Note 4	(428,167)		(428,167)	(256,450)
House maintenance	Note 6	(33,602)		(33,602)	-
Restricted expenditure	Note 10	(35,238)		(35,238)	(18,609)
Total Expenditure		(507,973)	-	(507,973)	(278,577)
Net income/(expenditure)		(165,213)	-	(165,213)	181,121
Net increase/(decrease) in value of					
COIF Shares				(7,115)	18,594
Net movement in funds				(172,328)	199,715
Total funds brought forward				456,867	257,152
Total funds carried forward				£284,539	£456,867

Burgh House CIO, Registered Charity No1159634

Balance Sheet at 31 March 2023

	2023	2022
	£	£
<b>Assets</b>		
COIF Shares	210,164	217,279
COIF Deposit	59,572	53,566
Office equipment & fittings	1,253	-
Bank balances & cash	120,989	247,344
Debtors & prepayments	17,583	11,248
Bookstall stock	2,729	1,661
	<u>412,290</u>	<u>531,098</u>
<b>Liabilities</b>		
Current liabilities	(12,923)	(9,045)
Deposit Control	(38,300)	-
Taxes & Pensions	(10,418)	-
Income received in advance	(66,110)	(65,186)
	<u>(127,751)</u>	<u>(74,231)</u>
	<u><b>£284,539</b></u>	<u><b>456,867</b></u>
<b>Unrestricted funds</b>		
Provision for House Maintenance Note 6	149,748	183,350
Wade Museum Fund Note 8	37,896	38,236
General Fund Note 9	50,742	153,890
	<u>238,386</u>	<u>375,476</u>
<b>Restricted funds</b>		
Exhibition/Gallery and Burgh House Improvement fund Note 10	46,153	81,391
	<u><b>£284,539</b></u>	<u><b>£456,867</b></u>

Sir Nigel Carrington

Paul McMahon (Trustees)

24 May 2024

## Notes to the Accounts for the year ended 31 March 2023

### 1. Accounting Policies

These Financial statements have been prepared in compliance with FRS102 and follow the Charities SORP (FRS102).

Income is included in the Statement of Financial Activities as it is earned. Amounts which relate to subsequent accounting periods are shown in the Balance Sheet as Income received in advance.

Expenditure on Furniture, Fixtures and Fittings and on Acquisitions for the Museum is written off as incurred and no valuation is included in the General Fund Balance Sheet.

The assets of the CIO are mainly placed with The Charities Official Investment Fund (COIF), as either Charity Deposits or Charity Units. The COIF Charity Units are quoted at their bid price, fluctuate in value and pays a variable dividend.

Bookstall stocks are included in the Balance Sheet at the lower of cost or saleable value.

### 2. Income in furtherance of the CIO's objectives

		2023	2022
	£	£	£
Donations and Legacies			
Friends of Burgh House	3,526		6,567
LB Camden, business support	-		1,580
Other	30,023		38,255
		33,549	46,402
Commercial rent		235,040	229,561
Events		43,749	28,333
Total Income		£312,338	£304,296



### 3. Fund-raising activities

			2023	2022
		£	£	£
Income from fund raising activities				
Shop sales		13,121	3,585	
Events		11,280	1,177	
Total from operating activities		24,401	4,762	
Donations and fundraising events for the building refurbishment (note 6)		-	-	
Total from fund raising activities		24,401	4,762	
Less expenditure on raising funds				
Cost of shop sales		(6,111)	(2,527)	
Cost of events		(4,855)	(991)	
Total cost of generating funds:		(10,966)	(3,518)	
Net income from fund raising activities		£13,435	£1,244	

### 4. Expenditure

			2023	2022
		£	£	£
General Expenses:				
Salaries and casual work		245,002	157,412	
Other general administration expenses		49,758	23,477	
Maintenance, cleaning & garden		58,871	37,429	
Utilities and Council Tax		40,990	16,815	
Insurance and security system		11,633	6,942	
Independent examination fees		2,112	1,920	
Museum expenses		19,801	428,167	256,450
Furniture, fixtures and fittings		-	-	-
		428,167	256,450	

General Expenses relating to the CIO as a whole on fund-raising, publicity and general administration are not separately identified. Apart from the cost of the General Manager, whose salary is included in Salaries and casual work, these functions are largely carried out on a voluntary basis by the Trustees, members of the Committee of Management and of the Friends of Burgh House. No trustee expenses have been incurred and none of the trustees have been paid any remuneration or received any other benefits from an employment with their charity or a related entity.

## 5. Tenure of Burgh House

The freehold of Burgh House is owned by the London Borough of Camden. The CIO currently has a 25-year lease at a peppercorn rental.

## 6. Provision for House Maintenance

The Provision for House Maintenance has been set up, based on a professional review to cover the expected expenditure for known major irregular replacement or maintenance items, such as the heating and hot water system, wiring and kitchen appliances and external redecoration. The annual provision, allocated from income received, is set as necessary to reflect changes in the expected costs of replacement and associated works. The amount so set aside has proved insufficient to cover the rewiring of the house and associated refurbishment so dedicated donations and fundraising events are being raised to cover the shortfall.

Transactions on the account have been:

		2023	2022
	£	£	£
Balance at start of year		183,350	168,350
Allocation of income received (note 9)	-		15,000
less expenditure on renovation work (note 4)	-	-	15,000
Donations and fundraising events (note 3)	-	-	-
less expenditure on refurbishment	(33,602)	-	-
Net increase/(decrease) in the year		(33,602)	15,000
Balance at end of year		£149,748	£183,350

## 7. Heritage Assets

The Hampstead Museum aims to exhibit, interpret, collect, document and preserve for the public, material evidence and associated information related to the development of Hampstead, past and present. Since its foundation in 1979 as an integral part of Burgh House Trust it has been given numerous prints, pictures, books, small artefacts and some donations to be used extending the collection, which now contains over 3,500 objects. The Trustees of Burgh House Trust did not put a value of this collection on its Balance Sheet and, as Trustees of Burgh House CIO, have continued this practice as they believe that the cost of obtaining a valuation would be onerous compared with the additional benefits derived by the Museum and users of the accounts.

## 8. Wade Museum Fund

The main purpose of the Wade Museum Fund is to fund acquisitions for the Hampstead Museum. Transactions on the account have been as follows:

			2023	2022
		£	£	£
Balance at start of year			38,236	34,186
Less acquisition of paintings		-	-	-
Increase/(decrease) in value of COIF shares		(340)	4,050	
Net decrease in the year			(340)	4,050
Balance at end of year			<b>£37,896</b>	<b>£38,236</b>

## 9. General Fund

The General Fund is maintained as a reserve to cover all other eventualities, especially any annual operating deficits. Transactions on the account have been:

		2023	2022
	£	£	£
Balance at start of year		153,890	54,616
Net incoming resources	(165,213)	181,121	
Expenditure charged to Provision for			
House Maintenance less Income allocated (note 6)	33,602	(15,000)	

## Burgh House CIO, Registered Charity No1159634

		(131,611)		166,121	
Transferred to Restricted Funds		35,238		(81,391)	
Increase/(decrease) in value of COIF shares		(6,775)		14,544	
Net increase/(decrease) in the year			(103,148)		99,274
Balance at end of year			£50,742		£153,890

### 10. Restricted Funds

			2023		2022
		£	£	£	£
Balance at start of year			81,391		-
Received		-		100,000	
Less: Expended during the year		(35,238)		(18,609)	
Net increase/(decrease) in the year			(35,238)		81,391
Balance at end of year			£46,153		81,391

The above grant was received by Burgh House CIO and all funds are to be used for upgrading the Art Gallery, to hold a public exhibition dedicated to the artist Marie-Louise von Motesiczky and for educational purposes.

### 11. Employees

	<u>2023</u>	<u>2022</u>
Average number of employees during the year	14	11

No employee receives a salary greater than £60,000 per annum.