

**COMPANY REGISTRATION NUMBER: 09808860**  
**CHARITY REGISTRATION NUMBER: 1165520**

**The Burton at Bideford**  
**Company Limited by Guarantee**  
**Unaudited Financial Statements**  
**31 March 2022**

**The Burton at Bideford**  
**Company Limited by Guarantee**  
**Financial Statements**  
**Year ended 31 March 2022**

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# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report)**

**Year ended 31 March 2022**

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The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

#### **Reference and administrative details**

<b>Registered charity name</b>	The Burton at Bideford
<b>Charity registration number</b>	1165520
<b>Company registration number</b>	09808860
<b>Principal office and registered office</b>	Burton Art Gallery and Museum Kingsley Road Bideford Devon EX39 2QQ

#### **The trustees**

I A Huggett	
B J Liddell	
T J Ireson	
A J Robinson	
S M Lawrence	
A Nathwani	(Appointed 15 April 2021, Resigned 11 June 2022)
J P Sharpe	(Appointed 15 April 2021)
R H Millward	(Appointed 15 April 2021)
N J Beer	(Appointed 22 April 2021)

<b>Independent examiner</b>	Mr S J Carrington FCA Westcotts (SW) LLP Timberly South Street Axminster Devon England EX13 5AD
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# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year ended 31 March 2022**

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

The Burton at Bideford is a Company limited by guarantee and was incorporated on 4th October 2015. It took over responsibility for running the Burton Art Gallery and Museum from, and under an agreement with, Torridge District Council (TDC) on 1 April 2016.

The charity is governed by a Board of Trustees of not less than four and not more than nine individuals. After recent recruitment we have reached the maximum of nine and have a broad and balanced skill set. All Trustees give their time voluntarily and receive no remuneration. All Trustees have individual responsibilities, mostly undertaken through sub-committee work (Education, finance, audit and control committees) alongside overall governance of the charity in order to achieve its objectives.

The Board of Trustees (The Board) held bi-monthly full Board meetings during the period 1 April 2021 to 31 March 2022, having resumed face to face meetings throughout that period. Full Board meetings have been supplemented with subcommittee meetings (Education and Outreach, Finance, Burton Enterprises and an imminent Audit and Compliance committee meeting).

The Charity holds an AGM which this year did not include invitations for other parties to attend, due to Covid restrictions.

##### **Recruitment and appointment of Trustees**

Trustees are recruited on an open advert basis, giving anyone an opportunity to apply to become a Trustee and receive a Trustee recruitment pack of information. Job profiles have been developed for Trustee, Chair, Vice Chair and Treasurer. The Board has a skills matrix which it reviews every other year. This identifies the mix of skills, governance experience and attributes that it aims to harness from amongst its existing Trustees and considers any areas that are lacking when seeking new Trustees. The Board has retained its full quota of nine Board members throughout the reported period.

In 2021/22 the Board recruited six Trustees, through two advertisements (May 2020 and March 2021) with respective backgrounds in strategic leadership, education, marketing and commerce, media, heritage buildings, industry and commerce and the Arts sector. A further two Directors were recruited in the prior year for Burton Enterprises, both of whom have significant retail experience and one of whom has prior Trustee experience of a high profile Midlands Museum.

##### **Induction and training of Trustees**

The charity has developed a formal induction programme for new Trustees to give them a grounding on core governance matters such as service and funding agreements, terms of lease, and current strategy. This is supported by meetings with an established Trustee, Company Secretary, the Chair and the Gallery Director. Those new to Trusteeship are offered external training and development such as that offered by National Council for Voluntary Organisations (NCVO).

The Board has a number of sub-committees which report to the Board on matters covered by their Terms of Reference.

# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year ended 31 March 2022**

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##### **Objectives and activities**

The objectives of the charity are to advance education in the arts, in particular by the establishment of a museum and art gallery which promotes public knowledge, enjoyment and appreciation of the arts, local heritage and learning.

This report covers the period from 1st April 2021 to 31st March 2022, the sixth year of operation.

The current Chair took up his position in February 2021 and swiftly recruited additional volunteers to reach the maximum Board membership of nine Trustees.

During the year the Board has continued to maintain, conserve and display the art and heritage assets of TDC while building on its own modest collection.

This was the fourth year of the Burton's recognition as an Arts Council National Portfolio Organisation (ACE/NPO). Funding from TDC was agreed for the period 2021-2026 at £140,000 per annum. Our ACE funding was due to review during the year. Arts Council modified its funding arrangements due to Covid. The Burton submitted a bid of £83,000 for the interim year (2022/23) which was successful. We are aware of the Government's levelling up agenda and also of the potential for ACE to receive some of this levelling up funding. Our desire in the coming years is to not only serve the local community within Torridge, but also to build on pilot activities across North and mid Devon and also into north Cornwall and west Somerset. A particular focus of these pilot activities has been working with vulnerable communities, the elderly, those with complex needs, the homeless and women who have engaged with services for Domestic Abuse.

We have now widened the exhibition programme within the NPO framework and the core business plan. The ACE bidding processes required Trustees to sign off a forward plan which embraces ambition, priorities and actions in four areas of activity. These include the key investment principles of: Ambition and Quality, Environmental Responsibility, Dynamism and Inclusivity and Relevance.

Changes made over the last year have brought the gallery ambience and visitor experience more in keeping with other regional museums and art galleries. The Museum and Gallery remains very popular, not only with the local community, but also with visitors who seek out locations which demonstrate quality. Consequently, the visitor numbers, enhanced through tourism, are continuously sustained at over 180,000 per annum.

Earlier priorities such as "Burton on the Road", "Digital Burton" and "Burton at Home" have been sustained. The Burton's Art Box (formerly a horse box) takes cultural activities to both coastal and more remote rural locations. Our on-line profile remains strong, with an increasing amount of digital information about exhibitions and our collection. A diverse range of audiences has been reached through workshops, events in Victoria Park (Bideford) and the engagement of specialist artists who we describe as "Associates".

The small staff team has remained broadly stable, with some temporary changes due to a maternity leave, a long-term sick leave and one resignation. A new Education lead has been appointed to replace the outgoing member of staff.

## **The Burton at Bideford**

### **Company Limited by Guarantee**

#### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

#### **Year ended 31 March 2022**

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As a result of the careful review of items for sale in the Burton shop and craft gallery, led by staff members under the supervision of the Board of "Burton Enterprises" (the commercial wing of the Burton), sales have been strong. This is no doubt as a result of last year's "staycation" holiday makers visiting the gallery and investing in quality gifts.

Our prior Education and outreach plans, adversely affected by "Covid", which had caused the Museum and Gallery to close, resumed in May 2021. We resumed activities for care homes and more remote rural communities across the Torridge district. Schools engagement resumed, with visits to exhibitions as well as through outreach initiatives. Our workshop programme resumed, the re-purposed "Art Box" (converted horse-box) resumed visits to both tourist locations and hard to reach communities. Trustees have strongly supported the ambitious programme to ensure that the lives of people across Torridge are enriched through engagement in the Arts. Working with the Director and his team Trustees have also supported a new bid to Arts Council for 2023-2026, submitted in May 2022. This bid has been pitched at a higher level of funding with a view to build upon a range of initiatives, many of which are targeted at vulnerable communities (those not in education, women's refuge, Men's shed and others).

As the Museum and Gallery emerged from the challenges of Covid, various aspects of the Burton's provision returned to "normal", but with renewed energy and an expansion of outreach, community engagement and targeted programmes.

Grant support facilitated the innovative engagement of vulnerable groups which included Women First (women's refuge) and Men's Sheds.

The Burton's ceramics collection was at the forefront of our exhibitions alongside gallery shows such as "Welcome to My World" featuring LGBTQ artists. HRH Prince Charles and HRH the Duchesse of Cornwall visited in July to view the collection of photographs by James Ravillious. The Burton's converted horse box, known as the Art Box, paid visits to both local and more remote communities in order to awaken interest in various aspects of artistic provision including printing, storytelling and theatre for young people. Such provision went alongside other diverse aspects of engagement which included pre-school and school activities.

The Gallery exhibition programme featured both local, national and international artists. The annual schools exhibition and the Bideford and Westward Ho annual exhibition provided local perspectives, whilst other exhibitions which were brought about due to our recognition as an Arts Council National Portfolio holder enabled us to show works by artists of international repute such as Barbara Hepworth, Patrick Herron, David Hockney and L.S. Lowry. Works by Picasso, Matisse, Lucian Freud and David Hockney also appeared in the Picasso to Celmins exhibition.

For the Burton's 70th anniversary, we displayed works from "The English Eye" by James Ravillious and were delighted to have Sir Michael Morpurgo as guest of honour to open the exhibition.

Workshops and evening classes add to the diversity of the Burton's offer which has not only grown but has also sustained quality in all aspects of its provision.

The Board remains grateful to our principal funder, TDC, which renewed its five year financial commitment last Spring (2021). We are mindful of our obligations to it. The Trustees have ensured that the requirements as set out in the five year 'Service & Funding Agreement' with TDC, have been fully met. These include half yearly written reports from the Chair to the officer responsible for liaison. The two organisations continue to meet regularly on a formal and informal basis.

# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2022**

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#### **Financial review**

2022 represents the sixth full year of operation for the Burton at Bideford as an independent charity.

The Board remains appreciative the generous support of the Friends of The Burton which enables us to undertake activities which otherwise would not be possible. The Chairman of Trustees together with the Chair of the Friends' Committee have met both informally and in committee meetings to discuss the sustainability of funding, potential sponsorship, fund raising activities and legacies.

Overall, we have made a surplus of £25,076 for the year (2021: £49,279). Included in this year is tax relief of £22,524 which has been claimed under the Museums and Galleries Exhibition Scheme for the 2021 & 2022 years.

We have continued to maintain a firm control of our cost base and increases in expenditure have been in line with budgets. Control of costs is a key to us building our unrestricted funds reserve to a level which will provide ongoing stability.

The Trustees revised the charity's Reserves Policy during the prior year and we now aim to accrue reserves of at least six months expenditure to help us meet contingencies and develop additional services to the community. This is in line with recommendations from our funders on best practice in the sector. The coronavirus crisis has borne out the prudence of this approach as we have witnessed so many arts organisations struggle to continue owing to them not having adequate reserves to weather the storm.

Our unrestricted fund balance after allowing for our heritage assets currently stands at £216,106 (2021: £192,230) which is very close to that six month of expenditure target. Even though we are in a reasonably healthy position, we do still need to remember that a significant part of our reserves was generated by the transfer of assets from TDC when the charity was established. These reserves will also help us as we come to replace assets as they become older and inevitably wear out or become obsolete as technology changes.

The Charity's activities expose it to a number of financial risks including credit risk and cash flow risk. The principal financial assets are bank balances and cash, trade and other receivables. Credit risk is primarily attributable to its trade receivables. There is no significant concentration of credit risk, with exposure spread over a number of counterparties and customers. The risks affecting the charity are kept under constant review by the Trustees and we have formulated a review matrix to assist with evaluation and mitigation of risk.

#### **Public Benefit**

The Trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

The Gallery and Museum has a free entry policy and there are funds available to facilitate transport to the Burton by school groups.

The Burton is normally open 7 days a week to allow maximum opportunity for all to visit.

# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Trustees' Annual Report (Incorporating the Director's Report) *(continued)***

**Year ended 31 March 2022**

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#### **Statement of Trustees Responsibilities**

Under charity law, the trustees (who are also the directors of The Burton at Bideford for the purposes of company law) are responsible for preparing the trustees' annual report and accounts for each financial year which show a true and fair view of the state of affairs of the charity and of the income and expenditure of the charity for that period.

In preparing these financial statements, generally accepted accounting practice requires that the trustees:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP FRS 102
- make judgments and estimates that are reasonable and prudent
- state whether the recommendations of the SORP FRS 102 have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees are responsible for keeping proper accounting records, sufficient to disclose at any time, with reasonable accuracy, the financial position of the charity at that time, and to enable the trustees to ensure that, where any statements of accounts are prepared by the trustees comply with the Companies Act 2006. The trustees are also responsible for safeguarding the assets of the charity for the prevention and detection of fraud and other irregularities.

#### **Small company provisions**

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 17<sup>th</sup> Nov. 22 and signed on behalf of the board of trustees by:



T J Ireson  
Chairman and Trustee

# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Independent Examiner's Report to the Trustees of The Burton at Bideford**

**Year ended 31 March 2022**

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I report to the trustees on my examination of the financial statements of The Burton at Bideford ('the charity') for the year ended 31 March 2022.

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

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements 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 the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

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

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

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

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements 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 financial statements 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).

# **The Burton at Bideford**

**Company Limited by Guarantee**

## **Independent Examiner's Report to the Trustees of The Burton at Bideford**

*(continued)*

**Year ended 31 March 2022**

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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.



Mr S J Carrington FCA  
Independent Examiner  
Westcotts (SW) LLP  
Timberly  
South Street  
Axminster  
Devon  
England  
EX13 5AD

21.12.22

# The Burton at Bideford

## Company Limited by Guarantee

### Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2022

		2022 Total funds £	2021 Total funds £
<b>Income and endowments</b>	<b>Note</b>		
Donations and legacies	5	128,271	159,532
Charitable activities	6	163,468	174,931
Other trading activities	7	33,512	17,149
Investment income	8	499	583
Other income	9	95,358	63,773
<b>Total income</b>		<b>421,108</b>	<b>415,968</b>
<b>Expenditure</b>			
Expenditure on charitable activities	10,11	396,032	366,689
<b>Total expenditure</b>		<b>396,032</b>	<b>366,689</b>
<b>Net (expenditure)/income and net movement in funds</b>		<b>25,076</b>	<b>49,279</b>
<b>Reconciliation of funds</b>			
Total funds brought forward		233,380	184,101
<b>Total funds carried forward</b>		<b>258,456</b>	<b>233,380</b>

The statement of financial activities includes all gains and losses recognised in the year.  
All income and expenditure are unrestricted and derive from continuing activities.

The notes on pages 12 to 22 form part of these financial statements.

**The Burton at Bideford**  
**Company Limited by Guarantee**  
**Statement of Financial Position**  
**31 March 2022**

	Note	2022 £	2021 £
<b>Fixed assets</b>			
Tangible fixed assets	17	16,100	19,381
Heritage assets	18	42,350	41,150
Investments	19	1,225	1,225
		<u>59,675</u>	<u>61,756</u>
<b>Current assets</b>			
Debtors	20	66,443	38,512
Cash at bank and in hand		<u>171,459</u>	<u>150,178</u>
		237,902	188,690
<b>Creditors: amounts falling due within one year</b>	21	<u>39,121</u>	<u>17,066</u>
<b>Net current assets</b>		<u>198,781</u>	<u>171,624</u>
<b>Total assets less current liabilities</b>		<u>258,456</u>	<u>233,380</u>
<b>Net assets</b>		<u>258,456</u>	<u>233,380</u>
<b>Funds of the charity</b>			
Unrestricted funds		<u>258,456</u>	<u>233,380</u>
<b>Total charity funds</b>	24	<u>258,456</u>	<u>233,380</u>

For the 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 company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

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

The statement of financial position  
continues on the following page.

The notes on pages 12 to 22 form part of these financial statements.

**The Burton at Bideford**

**Company Limited by Guarantee**

**Statement of Financial Position** *(continued)*

**31 March 2022**

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These financial statements were approved by the board of trustees and authorised for issue on ~~17th Nov 22~~....., and are signed on behalf of the board by:



T J Ireson  
Chairman and Trustee

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The notes on pages 12 to 24 form part of these financial statements.

# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements**

**Year ended 31 March 2022**

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#### **1. General information**

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Burton Art Gallery and Museum, Kingsley Road, Bideford, Devon, EX39 2QQ.

#### **2. Statement of compliance**

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

#### **3. Accounting policies**

##### **Basis of preparation**

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity.

##### **Going concern**

There are no material uncertainties about the charity's ability to continue.

##### **Disclosure exemptions**

These financial statements have been prepared in accordance with the provisions applicable to companies entitled to the small companies' exemption.

The charity has taken advantage of the exemption in section 398 of the Companies Act 2006 from the requirement to prepare consolidated financial statements, on the grounds that it is a small sized group.

##### **Judgements and key sources of estimation uncertainty**

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no judgements or key sources of estimation uncertainty that have a significant risk of causing a material adjustment to assets and liabilities to be disclosed.

##### **Fund accounting**

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements** *(continued)*

**Year ended 31 March 2022**

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#### **3. Accounting policies** *(continued)*

##### **Incoming resources**

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

##### **Resources expended**

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements** *(continued)*

**Year ended 31 March 2022**

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#### **3. Accounting policies** *(continued)*

##### **Tangible assets**

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

##### **Depreciation**

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Freehold property	- 10% straight line
Long leasehold property	- 5% straight line
Fixtures and fittings	- 33% straight line

##### **Heritage assets**

Heritage assets measured under the cost model are recognised initially recorded at acquisition cost, and subsequently stated at cost less any accumulated depreciation and impairment losses.

Where information on the cost or value of an asset is not available and cannot be obtained at a cost which is commensurate with the benefits to users of the financial statements, the asset shall not be recognised in the statement of financial position.

##### **Investments**

Unlisted equity investments are initially recorded at cost, and subsequently measured at fair value. If fair value cannot be reliably measured, assets are measured at cost less impairment.

Listed investments are measured at fair value with changes in fair value being recognised in income or expenditure.

##### **Impairment of fixed assets**

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

# **The Burton at Bideford**

## **Company Limited by Guarantee**

### **Notes to the Financial Statements** *(continued)*

**Year ended 31 March 2022**

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#### **3. Accounting policies** *(continued)*

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

##### **Government grants**

Government grants are recognised at the fair value of the asset received or receivable. Grants are not recognised until there is reasonable assurance that the charity will comply with the conditions attaching to them and the grants will be received.

Where the grant does not impose specified future performance-related conditions on the recipient, it is recognised in income when the grant proceeds are received or receivable. Where the grant does impose specified future performance-related conditions on the recipient, it is recognised in income only when the performance-related conditions have been met. Where grants received are prior to satisfying the revenue recognition criteria, they are recognised as a liability.

##### **Defined contribution plans**

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

#### **4. Limited by guarantee**

The charity is a charity limited by guarantee 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.

# The Burton at Bideford

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

Year ended 31 March 2022

#### 5. Donations and legacies

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
<b>Donations</b>				
Donations from companies, trusts and similar proceeds	20,000	20,000	30,000	30,000
Donations from individuals	10,079	10,079	8,121	8,121
Sponsorship income	2,210	2,210	—	—
<b>Grants</b>				
Grants from other charities	85,138	85,138	92,838	92,838
Government grant income	10,844	10,844	28,573	28,573
	<u>128,271</u>	<u>128,271</u>	<u>159,532</u>	<u>159,532</u>

#### 6. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Running of the gallery and museum	140,944	140,944	174,931	174,931
Tax relief	22,524	22,524	—	—
	<u>163,468</u>	<u>163,468</u>	<u>174,931</u>	<u>174,931</u>

#### 7. Other trading activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Cafe rental income	23,059	23,059	15,580	15,580
Workshops and room hire	10,453	10,453	719	719
Other income from other trading activities	—	—	850	850
	<u>33,512</u>	<u>33,512</u>	<u>17,149</u>	<u>17,149</u>

#### 8. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Bank interest receivable	499	499	583	583

# The Burton at Bideford

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

#### 9. Other income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Income from trading subsidiary	28,229	28,229	24,498	24,498
Profit donated to parent charity by Gift Aid	67,129	67,129	39,275	39,275
	<u>95,358</u>	<u>95,358</u>	<u>63,773</u>	<u>63,773</u>

#### 10. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Running of the gallery and museum	305,337	—	305,337
Support costs	90,695	—	90,695
	<u>396,032</u>	<u>—</u>	<u>396,032</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Running of the gallery and museum	294,940	—	294,940
Support costs	71,305	444	71,749
	<u>366,245</u>	<u>444</u>	<u>366,689</u>

#### 11. Expenditure on charitable activities by activity type

	Activities undertaken directly	Support costs	Total funds 2022 £	Total fund 2021 £
Running of the gallery and museum	<u>305,337</u>	<u>90,695</u>	<u>396,032</u>	<u>366,689</u>

# The Burton at Bideford

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

#### 12. Analysis of support costs

	Total 2022 £	Total 2021 £
Staff costs	4,991	4,036
Premises	19,006	18,507
Communications and IT	9,004	6,884
General office	52,035	33,348
Governance costs	5,659	8,974
	<u>90,695</u>	<u>71,749</u>

#### 13. Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	2022 £	2021 £
Depreciation of tangible fixed assets	<u>5,989</u>	<u>6,141</u>

#### 14. Independent examination fees

	2022 £	2021 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>2,150</u>	<u>4,000</u>

#### 15. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2022 £	2021 £
Wages and salaries	191,829	173,926
Social security costs	7,051	6,342
Employer contributions to pension plans	13,708	12,311
Other employee benefits	1,054	2,644
	<u>213,642</u>	<u>195,223</u>

The average head count of employees during the year was 11 (2021: 11). The average number of full-time equivalent employees during the year is analysed as follows:

	2022 No.	2021 No.
Number of staff	<u>11</u>	<u>11</u>

No employee received employee benefits of more than £60,000 during the year (2021: Nil).

# The Burton at Bideford

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

#### 16. Trustee remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration, reimbursed expenses or any other benefits from the charity during the year (2021: none).

#### 17. Tangible fixed assets

	Land and buildings £	Fixtures and fittings £	Total £
<b>Cost</b>			
At 1 April 2021	6,685	56,404	63,089
Additions	—	2,708	2,708
<b>At 31 March 2022</b>	<b>6,685</b>	<b>59,112</b>	<b>65,797</b>
<b>Depreciation</b>			
At 1 April 2021	958	42,750	43,708
Charge for the year	575	5,414	5,989
<b>At 31 March 2022</b>	<b>1,533</b>	<b>48,164</b>	<b>49,697</b>
<b>Carrying amount</b>			
<b>At 31 March 2022</b>	<b>5,152</b>	<b>10,948</b>	<b>16,100</b>
At 31 March 2021	5,727	13,654	19,381

#### 18. Heritage assets

	Art £
<b>Cost or valuation</b>	
At 1 April 2021	41,150
Additions	1,200
<b>At 31 March 2022</b>	<b>42,350</b>
<b>Accumulated depreciation</b>	
At 1 April 2021 and 31 March 2022	—
<b>Carrying amount</b>	
<b>At 31 March 2022</b>	<b>42,350</b>
At 31 March 2021	41,150

In compliance with the Charity SORP (FRS102), newly purchased or restored heritage assets are initially capitalised and included at cost including any incidental expenses of acquisition and are subsequently reviewed annually for impairment.

# The Burton at Bideford

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

Year ended 31 March 2022

#### 18. Heritage assets (continued)

##### Summary of transactions

	2022 £	2021 £	2020 £	2019 £	2018 £
<b>Included in the statement of financial position</b>					
Wilhelmina Barns-Graham					
Trust Prints	-	-	-	-	2,050
Ravilious Photo Collection	-	39,100	-	-	-
Paul Lewin Artwork	1,200	-	-	-	-
Total additions	<u>1,200</u>	<u>39,100</u>	<u>-</u>	<u>-</u>	<u>2,050</u>

#### 19. Investments

	Shares in group undertakings £	Other investments £	Total £
<b>Cost or valuation</b>			
At 1 April 2021	100	1,125	1,225
Additions	-	-	-
<b>At 31 March 2022</b>	<u>100</u>	<u>1,125</u>	<u>1,225</u>
<b>Impairment</b>			
At 1 April 2021 and 31 March 2022	-	-	-
<b>Carrying amount</b>			
At 31 March 2022	<u>100</u>	<u>1,125</u>	<u>1,225</u>
At 31 March 2021	<u>100</u>	<u>1,125</u>	<u>1,225</u>

All investments shown above are held at cost.

##### Details of undertakings

Details of the investments in which the charity holds 20% or more of the nominal value of any class of share capital are as follows:

Undertaking	Country of incorporation	Holding	Proportion of voting rights and shares held		Principal activity
			2022	2021	
The Burton Enterprises Limited	UK	Ordinary shares	100%	100%	Retail sales in commercial art galleries

##### Subsidiaries

The profit for the financial period of The Burton Enterprises Limited was £67,129 (2021: £39,275) and the aggregate amount of capital and reserves at the end of the period was £100 (2021: £100).

# The Burton at Bideford

## Company Limited by Guarantee

### Notes to the Financial Statements *(continued)*

#### Year ended 31 March 2022

#### 20. Debtors

	2022	2021
	£	£
Trade debtors	3,427	—
Amounts owed by group undertakings	34,545	29,247
Prepayments and accrued income	5,577	8,605
Other debtors	22,894	660
	<u>66,443</u>	<u>38,512</u>

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

	2022	2021
	£	£
Trade creditors	22,825	3,966
Accruals and deferred income	4,552	5,827
Social security and other taxes	2,619	1,390
Other creditors	9,125	5,883
	<u>39,121</u>	<u>17,066</u>

#### 22. Pensions and other post retirement benefits

##### Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £13,708 (2021: £12,311).

#### 23. Government grants

The amounts recognised in the financial statements for government grants are as follows:

	2022	2021
	£	£
Recognised in income from donations and legacies:		
Government grants income	<u>10,844</u>	<u>28,573</u>

#### 24. Analysis of charitable funds

##### Unrestricted funds

	At 1 April 2021	Income	Expenditure	At 31 March 2022
	£	£	£	£
General funds	<u>233,380</u>	<u>421,108</u>	<u>(396,032)</u>	<u>258,456</u>

  

	At 1 April 2020	Income	Expenditure	At 31 March 2021
	£	£	£	£
General funds	<u>183,657</u>	<u>415,968</u>	<u>(366,245)</u>	<u>233,380</u>

# The Burton at Bideford

## Company Limited by Guarantee

### Notes to the Financial Statements (continued)

Year ended 31 March 2022

#### 24. Analysis of charitable funds (continued)

##### Restricted funds

	At 1 April 2021 £	Income £	Expenditure £	At 31 March 2022 £
Restricted Fund	—	—	—	—

  

	At 1 April 2020 £	Income £	Expenditure £	At 31 March 2021 £
Restricted Fund	444	—	(444)	—

The restricted funds spent in the prior year related to the Transition Fund. This comprised of income received from Torridge District Council on incorporation of the charity to help fund the initial set-up costs of the charitable company.

#### 25. Analysis of net assets between funds

	Unrestricted Funds £	Total Funds 2022 £
Tangible fixed assets	16,100	16,100
Heritage assets	42,350	42,350
Investments	1,225	1,225
Current assets	237,902	237,902
Creditors less than 1 year	(39,121)	(39,121)
<b>Net assets</b>	<b>258,456</b>	<b>258,456</b>

  

	Unrestricted Funds £	Total Funds 2021 £
Tangible fixed assets	19,381	19,381
Heritage assets	41,150	41,150
Investments	1,225	1,225
Current assets	188,690	188,690
Creditors less than 1 year	(17,066)	(17,066)
<b>Net assets</b>	<b>233,380</b>	<b>233,380</b>

#### 26. Related parties

##### The Burton Enterprises Limited

During the year, premises costs of £28,229 (2021: £24,498) were recharged to the charity's subsidiary, The Burton Enterprises Limited. At the balance sheet date, the amount due from The Burton Enterprises Limited was £34,545 (2021: £29,247).