

**BISHOPSTEIGNTON HERITAGE**

**CHARITABLE INCORPORATED ORGANISATION NUMBER 1169410**

**TRUSTEES' REPORT**

**AND**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31 DECEMBER 2023**

**BISHOPSTEIGNTON HERITAGE**  
**(A Charitable Incorporated Organisation)**  
**REPORT OF THE TRUSTEES**  
**YEAR ENDED 31 DECEMBER 2023**

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**BISHOPSTEIGNTON HERITAGE**  
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**REPORT OF THE TRUSTEES**  
**YEAR ENDED 31 DECEMBER 2023**

**Legal and Administrative Information**

**Trustees:**

Mr John Parkes (Chair)  
Mrs Jessica Gibby (Vice Chair)  
Mr John Reynolds (Treasurer)  
Mrs Kim Ford (appointed 13 Mar 2023)  
Mr Chris Wikeley (appointed 9 Jan 2023)  
Mr David Robins (appointed 9 Oct 2023)  
Mrs Sally White (appointed 15 Jan 2024)  
Mr Nigel Edwards (retired 4 Sept 2023)  
Mr Kenneth Irvin (retired 13 Nov 2023)  
Mrs Elizabeth Kirkland (retired 13 Nov 2023)

**Charity Commission Number:**

1169410

**Principal Address**

Community Centre  
Shute Hill  
Bishopsteignton  
Teignmouth  
Devon TQ14 9QL

**Independent Examiner**

Susan Beverton  
13 Bishops Avenue  
Bishopsteignton  
Teignmouth  
Devon TQ14 9RE

**Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent ME19 4JQ

Nat West Bank  
48 Courtenay Street  
Newton Abbot  
Devon TQ12 2EE

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**Reserve Policy, Investment Policy and Risk Management**

The Trustees review the Reserves of the Charity on a regular basis and consider these are adequate to ensure the continuation of Our Aims

These are to have sufficient Cash Reserves in order to maintain sufficient working capital for the Charity to operate for a minimum of 12 months from the date of signing of this Report, together with a Capital Cash Reserve sum (presently £50,000) to act as a "Buffer" or to be used for any sizeable project that may fall within the remit of Our Charity.

At the year end our major investments were held in property, with two of these generating sufficient net rental income to fund day to day running costs. This policy is reviewed on a regular basis.

Currently we have no Stock Exchange/Charity Commission type investments but again this policy is kept under review.

The Trustees regularly consider the major risks to which the Charity is exposed and consider that these are mitigated via the Governance of our Board of Trustees which has suitable knowledge and experience of the field in which we operate.

**Chairman's Review of Activities and Developments**

I would like to thank two longstanding trustees, Liz Kirkland and Ken Irvin, who stood down this year, for all they have contributed to BH. Kim Ford and Dave Robbins have now joined us and I would like to thank all the trustees for their continuing support and hard work.

Thanks also to Dawn, James and all the volunteers for the hard work they put in and the pleasant atmosphere that they help to create within the Hub.

The Molly Coombe Memorial Event featured an entertaining evening with Viv Wilson and her montages of still and video footage of events in Bishopsteignton over the years. As part of this evening prizes were awarded to the winners of the Molly Coombe Photographic competition. The 1st Bishopsteignton Scouts assisted with the teas and coffees and donations from the audience were added to their coffers.

On the 30th November I was invited to take the Bishopsteignton Primary school assembly which celebrated the 50th anniversary of the opening of the 'new' school. This took the form of a PowerPoint presentation which hopefully encouraged the children to think about how different school would have been 50 years ago.



Date 5 August 2024

John Parkes  
Chairperson of Trustees, Bishopsteignton Heritage

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**YEAR ENDED 31 DECEMBER 2023**

**STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted Fund 2023 £	Unrestricted Fund 2022 £
<b>Income and expenditure for the year ended 31/12/2023</b>		
<b>Income</b>		
Trading activities and rental income	48,744	43,064
Interest	1,319	229
Sundry receipts	174	35
<b>Total Income</b>	<u>50,237</u>	<u>43,328</u>
<b>Payments</b>		
Property costs	3,556	1,448
Expenses re functions and gifts	962	10
Donations re War Memorial	525	0
Sign Board Costs	0	970
Agents and letting fees	4,826	4,714
Student travel costs	4	170
	<u>9,873</u>	<u>7,312</u>
<b>Management and administration</b>		
Subscriptions / licences	1,130	461
Admin / internet / Sundry	1,884	1,953
Insurances	2,875	2,563
Bank charges	60	113
Creative Consultant fees	0	500
Website fees	8,406	10,080
Staff wages	9,502	5,700
Depreciation	1,896	1,974
Community Centre Rent and service charges	3,916	3,735
Governance, independent examiners fees	130	130
General maintenance / minor capital	514	1,769
Printing copying and marketing	569	154
	<u>30,881</u>	<u>29,132</u>
<b>Total payments</b>	<u>40,753</u>	<u>36,444</u>
<b>Net receipts / (Payments)</b>	<u><u>9,484</u></u>	<u><u>6,884</u></u>

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**BALANCE SHEET AS AT 31 DECEMBER 2023**

	Note	2023 £	2022 £
<b>Tangible Assets</b>			
Land and Property	4A	1,201,603	1,201,603
Furniture and Equipment	4B	7,796	7,786
		<u>1,209,399</u>	<u>1,209,389</u>
<b>Current Assets</b>			
Cash at CAF Bank		11,655	17,522
NatWest		78,981	64,036
In hand		20	54
Sundry debtors		174	0
Prepaid insurances		1,152	1,162
Letting Agents fees in advance		334	334
		<u>92,316</u>	<u>83,108</u>
<b>Current Liabilities</b>			
Rent in advance		3,375	3,375
Sundry creditors		130	396
		<u>3,505</u>	<u>3,771</u>
<b>Net Current Assets</b>		<u>88,811</u>	<u>79,337</u>
<b>TOTAL ASSETS</b>		<u>1,298,210</u>	<u>1,288,726</u>
<b>FUNDS OF THE CHARITY</b>			
General Fund - Unrestricted		<u>1,298,210</u>	<u>1,288,726</u>

Trustee: John Parkes



Trustee: John Reynolds



Date: 5th August 2024



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**REPORT OF THE TRUSTEES**  
**YEAR ENDED 31 DECEMBER 2023**

**NOTES TO THE FINANCIAL STATEMENTS**

**1A Accounting Policies**

**a) Basis of Accounting and Preparation**

These Financial Statements have been prepared on the going concern basis and under the historical cost convention, with items recognised at cost subject to some land and property being bequeathed at valuation, and in accordance with applicable accounting standards and the Charities SORP (Statement of Recommended Practice: "Accounting and Reporting by Charities"). and the Charities Act 2011.

**b) Incoming Resources:** Income is accounted for on a receivables basis

**c) Resources Expended:** Expenditure is inclusive of VAT where applicable

**d) Fund Accounting:** Unrestricted Funds are available for use at the discretion of the Trustees in furtherance of the Charitable Objectives of the Charity

The Trustees regularly consider the major risks to which the Charity is exposed and consider that these are mitigated via the Governance of our Board of Trustees which has suitable knowledge and experience of the field in which we operate.

**e) Tangible Fixed Assets**

Land and Property, all in Bishopsteignton is a combination of valuation when bequeathed and cost of additions since that time. No depreciation/amortisation is charged as the Trustees consider the figure for the total as disclosed is a realistic figure for the overall values at Balance Sheet date.

Equipment and Security System are depreciated so as to write the cost of the Assets off over estimated useful lives at an annualised rate of between 10 & 33% Straight Line, Furniture is depreciated at an annualised rate of between 10 & 15% Straight Line

**1B Taxation**

The Charity is exempt from Taxation on its charitable activities

**2A Trustees Remuneration**

No Trustee received any remuneration in the year under review (2022: none) but two Trustees (2022: four) were reimbursed £529 ( 2022: £1,907) in total for expenses incurred on normal Charity activities.

**2B Particulars of employees**

The total staff costs in the year under review was £9,512 (2022 £5,700) The average number of employees in the year was 2 (2022: 1) with no employee receiving more than £60,000 in the year (2022 none)

**3 Governance Costs**

	2023	2022
	£	£
Independent Examiners Fee	130	120

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**NOTES TO THE FINANCIAL STATEMENTS**

**4A Land and Property**

**VALUATION/COST**

At 1 January and 31 December 2023

Total/£  
1,201,603

**4B Other Fixed Assets**

	Furniture/£	Equipment/£	Security System/£	Total/£
<b>COST</b>				
At 1 January 2023	6,485	5,536	1,398	13,419
Additions	<u>1,905</u>			<u>1,905</u>
At 31 December 2023	<u>8,390</u>	<u>5,536</u>	<u>1,398</u>	<u>15,324</u>
<b>DEPRECIATION</b>				
At 1 January 2023	1,869	3,324	440	5,633
Charge for year	<u>649</u>	<u>1,107</u>	<u>140</u>	<u>1,896</u>
At 31 December 2023	<u>2,518</u>	<u>4,431</u>	<u>580</u>	<u>7,529</u>
<b>NET BOOK VALUE</b>				
At 31 December 2023	5,872	1,105	818	<u>7,795</u>
At 31 December 2022	4,616	2,212	958	<u>7,786</u>

**5 Voluntary Help and Donations in Kind**

For the purpose of these accounts, no value has been attached to any voluntary time spent/help received or to any donations in kind.

**6 Lease Commitments**

Bishopsteignton Heritage entered into a lease with Bishopsteignton Community Centre CIO (Charity No 1180685) for a period of 20 years which commenced 1st March 2019.

The rent per annum is £2,800 with a service charge which represents a proportion of the Landlord's costs of maintaining the Building by reference to floor space and is reviewed annually. There is a rent review due on 1 March 2024. There is a break clause which gives Bishopsteignton Heritage the right to terminate the lease on 6 months notice at any time.



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**REPORT OF THE INDEPENDENT EXAMINER**  
**YEAR ENDED 31 DECEMBER 2023**

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission under sections 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention.

**Basis of independent examiners Report**

My examination was carried out in accordance with general directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

**Independent examiner's statement**

In connection with my examination, no matter has come to my attention:

- which gives me reasonable cause to believe that in, any material respect, the requirements:
  - to keep accounting records in accordance with section 130 of the 2011 Act, and
  - to prepare accounts which accord with the accounting records and comply with the accounting
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

*S. Beverton*

Date: 5 August 2024

Susan Beverton FCCA  
13 Bishops Avenue  
Bishopsteignton  
Teignmouth  
TQ14 9RE