

**THE CHAMBERLAIN Highbury TRUST**  
**(a company limited by guarantee)**

**Unaudited**

**ANNUAL REPORT**

**For the Year Ended 31 March 2022**

# **THE CHAMBERLAIN Highbury Trust**

## **Contents**

	Page
<b>Reference and Administrative Details of the Charity, its Trustees and Advisers</b>	1
<b>Trustees' Report</b>	2 – 5
<b>Independent Examiner's Report</b>	6
<b>Statement of Financial Activities</b>	7
<b>Balance Sheet</b>	8
<b>Notes to the Financial Statements</b>	9-13

## **THE CHAMBERLAIN Highbury TRUST**

### **Reference and Administrative Details of the Charity, its Trustees and Advisers for the Year Ended 31 March 2022**

#### **Directors and Trustees**

Dr P D Ballard  
Prof M. Butler (appointed 19 January 2022)  
Dr D J F Cresswell  
Mr P M Davis  
Ms S S Edwards  
Prof I D Grosvenor  
Ms B Jones  
Mr D N Kidney (appointed 21 April 2021)  
Mr S. Li (co-opted 20 October 2021, appointed 19 January 2022)  
Dr A M Millward (retired 20 October 2021)  
Ms C L Organ (appointed 21 April 2021)  
Ms L. Portelly (appointed 19 January 2022)  
Miss J L Smith (retired 31 March 2022)  
Mr L T Sparks (retired 20 October 2021)  
Mr M S Williams

#### **Company secretary**

Miss J L Smith (resigned 16 March 2022)  
Ms C L Organ (appointed 16 March 2022)

#### **Charity registered number**

1169845

#### **Company registered number**

10157307

#### **Principal office**

Highbury, 4 Yew Tree Road, Moseley, Birmingham, B13 8QG

#### **Independent Examiner**

Mr Glen Bott FCA of Cooper Parry Group Limited

#### **Accountants**

Cooper Parry Group Limited, Cubo Birmingham, Office 401, 4<sup>th</sup> Floor, Two Chamberlain Square, Birmingham, B3 3AX

#### **Bankers**

Natwest Bank, 112a High Street, Kings Heath, Birmingham, B14 7LQ

## **THE CHAMBERLAIN Highbury TRUST**

### **Trustees' Report For the Period Ended 31 March 2022**

The Directors, who are also Trustees of the charity for the purposes of charity law, are pleased to present their sixth annual report for the year ended 31 March 2022. The Trustees confirm that the annual report and financial statements of the charity comply with the Companies Act 2006, Charities Act 2011, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities," 2019.

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

#### **Constitution**

The charity is governed by its Memorandum and Articles dated 30 April 2016.

The principal objects of the charity are:

- to promote for the benefit of the public the conservation, protection and improvement of the physical and natural environment of the land and buildings known as the Highbury Estate on the borders of Moseley and Kings Heath, Birmingham, West Midlands, including the Grade II\* listed house and the Grade II registered historic park forming part of the Highbury Estate;
- to advance the education of the public in:
  - the history of the Chamberlain family and in particular (but not limited to) their legacy in relation to civic leadership;
  - the history and heritage of the Highbury Estate; and
  - the conservation, protection and improvement of the physical and natural environment;
- to promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society;
- to advance the education of the public by promoting, fostering and encouraging the knowledge, understanding and appreciation of the arts in particular (but not limited to) within and around Birmingham; and
- to further such other exclusively charitable purposes according to the law of England and Wales as the Trustees in their absolute discretion from time to time determine.

#### **Appointment or election of Trustees**

When Trustees retire (either by choice or at the end of their permitted term of office) appointment of new Trustees is by open advertisement, competition and interview.

During 2021/22, three Trustees retired at the end of their term of office. These were senior Trustees who had been occupying the positions of Chair, Vice-Chair and Company Secretary. During the year, three new Trustees were recruited by the process above described and the Trustees appointed a new Chair, Vice-Chair and Company Secretary.

#### **Trustee Training**

Whilst all Trustees had experience of trusteeship or similar responsibilities at the time of their appointment, the Company Secretary has regularly drawn to Trustees' attention guidance and advice from the Charity Commission and other relevant sources. Trustees with specific professional qualifications and other responsibilities have attended training relevant to those professions and responsibilities.

The Trust is committed to undertaking regular skills audits of trustees to ensure Trustees are competent to discharge their statutory responsibilities and duties.

## **THE CHAMBERLAIN Highbury TRUST**

### **Trustees' Report For the Period Ended 31 March 2022**

#### **Policies and objectives**

The Trustees regularly review their policies and make changes and additions as required. The Trustees plan a full programme of activities for each year. In setting the aims and objectives and in planning future activities the Trustees give due consideration to general guidance published by the Charity Commission relating to public benefit.

The Trust remains committed to the renovation of the mansion and grounds so that the estate can be opened to the people of Birmingham as was envisaged when it was first gifted to the citizens by the Chamberlain family.

#### **Risk Management**

The Trustees have created and maintain a risk register which Trustees review at every meeting of the Trust Board. The Trustees seek to identify all relevant strategic risks, to take measures to eliminate them or, where elimination is not possible, to take action to mitigate the risk and to manage the residuary risk.

Since the Trust successfully obtained a development grant from the National Lottery Heritage Fund (NLHF) on 20 September 2021, the major risks in the risk register have revolved around managing the development phase of the Highbury restoration project and obtaining a delivery grant from NLHF for Highbury's continued restoration over the next few years. Risks include raising match funding, construction cost overruns, damage to the fabric of the building, and failure to maintain good relations with partners, stakeholders, tenants, local residents and neighbours.

The Trustees managed the challenges brought about by Covid-19, including those times when the mansion had to be kept closed. The gardens were very popular with people from local communities during times of lockdown and social distancing and we the Trustees were pleased to be able to complete a project for improving access to the gardens which enabled greater access by greater numbers of people.

#### **Achievements and performance**

During the year, the Trustees completed a first phase improvement of the gardens with the help of grants from NLHF, Historic England and other grant-giving bodies as well as support from Birmingham City Council and help from over 50 Trust volunteers. As part of the phase 1 improvements wider, all-weather footpaths were created to allow circulation around the gardens on foot and with mobility aids.

As reported above, there were several changes to the composition of the Trust Board and these changes were managed without any adverse disruption to the Trust's operations.

The Trust was successful in obtaining a grant from NLHF of £368,000 towards the development phase of the Trustees' planned restoration of Highbury. The total development costs are estimated to be £619,000 and the Trust has secured the necessary match funding. This development phase will, it is hoped, lead to a successful application to NLHF for a delivery grant in excess of £3M during 2023.

#### **COVID-19**

During Covid-19 restrictions, a limited range of activities were organised in the gardens. Once restrictions were lifted, activities took place in the mansion and in the gardens. Open Days and guided tours are regular features of these activities. The Trustees also engage in a range of activities around young leadership education and training and the Trust has a strong Youth Board. History West Midlands has sponsored the making of a film showing the contributions of the Youth Board and young people to the Trust's works.

#### **National Lottery Heritage Fund (NLHF)**

The Trustees acknowledge the grants received from NLHF during the past year and this acknowledgement is also recorded on the Trust's website and in all relevant communications and activities of the Trust.

The Trustees acknowledge the contribution made by individual Lottery players without which NLHF would not be able to assist projects like the Trust's restoration project for Highbury. The Trust took part in a week of celebration of the contribution made by Lottery Players during March 2022 with open access and guided tours of Highbury available to Lottery players.

## **THE CHAMBERLAIN Highbury TRUST**

The Trustees have committed to consider lasting ways of embedding this acknowledgement in the restoration works and future activities of the Trust.

### **Heritage Open Day**

The Trust's sixth Heritage Open Day in September 2021 was held during Birmingham Heritage Week and we were pleased to host the launch of the heritage week. The launch of Birmingham Heritage Week at Highbury on 08 September was attended by 70 Heritage organisations and volunteers. The Heritage Open Day at Highbury on 12 September attracted over 350 people and there was a great atmosphere, 160 people went on house tours and a further 70 went on outdoor tours.

### **Communications**

The Trustees engaged with a wide range of stakeholders (the stakeholders have been mapped) throughout the year by means of the Trust's Twitter and Facebook accounts, its website ([www.chamberlainhighburytrust.co.uk](http://www.chamberlainhighburytrust.co.uk)), a monthly newsletter updating all subscribers on key news and forthcoming events, emails and organised communication and consultation meetings at Highbury.

### **Financial review**

Income for the year totalled £185,728 and charitable expenditure totalled £257,945. As at 31 March 2022, the Trust had total unrestricted funds carried forward of £44,478.

### **Reserves policy**

The Trustees aim to maintain reserves at a level sufficient to support the operational expenditure and any commitments of the Charity for a period of 12 months.

### **Plans for future periods**

#### **Proposals for Highbury**

##### **The mansion**

The Trustees' restoration plan is to accommodate a combination of activities in the mansion that will provide both an income to ensure the viability of the Trust and provide public access to the building and opportunities for educational and cultural activities. The refurbishment of the house will involve extensive external repairs and the complete renewal of services, including complete rewiring, the replacement of the boilers and a new heating system.

##### **The gardens**

Following completion of the Phase 1 Gardens Project, as described above, the Trust is planning to complete the restoration in due course.

## **THE CHAMBERLAIN Highbury TRUST**

### **Trustees' Report For the Period Ended 31 March 2022**

#### **Trustee Responsibilities**

The trustees (who are also directors of The Chamberlain Highbury Trust for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

In preparing this report, the trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on

and signed on their behalf by:

**David Kidney, Trustee**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE CHAMBERLAIN Highbury TRUST**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2022 which are set out on pages 7 to 13.

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

As the charity 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 company'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 that in any material respect:

1. accounting records were not kept in respect of the company 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.

#### **GLEN BOTT FCA**

Cooper Parry Group Limited  
Cubo Birmingham  
Office 401, 4<sup>th</sup> Floor  
Two Chamberlain Square  
Birmingham  
B3 3AX

Date:



# THE Highbury Chamberlain Trust

## Statement of Financial Activities For the Year Ended 31 March 2022

	Note	Unrestricted £	Restricted £	Year ended 31 March 2022 £	Year ended 31 March 2021 £
<b>INCOME FROM</b>					
Donations	2	45,000	-	45,000	42,338
Grants	3	-	140,103	140,103	166,910
Other income		87	538	625	-
		<u>45,087</u>	<u>140,641</u>	<u>185,728</u>	<u>209,248</u>
<b>TOTAL INCOME</b>					
<b>EXPENDITURE ON</b>					
Charitable activities	4	42,128	215,817	257,945	114,433
		<u>42,128</u>	<u>215,817</u>	<u>257,945</u>	<u>114,433</u>
<b>TOTAL EXPENDITURE</b>					
<b>NET INCOME/(LOSS) FOR THE YEAR</b>					
		2,959	(75,176)	(72,217)	94,815
Transfer between funds		(1,000)	1,000	-	-
Total funds at 1 April 2021		40,519	116,589	157,108	62,293
<b>TOTAL FUNDS AT 31 MARCH 2022</b>	8	<u>44,478</u>	<u>40,413</u>	<u>84,891</u>	<u>157,108</u>

The notes on pages 9 to 13 form part of these financial statements.

## CHAMBERLAIN Highbury TRUST

### Balance Sheet As at 31 March 2022

		2022		2021	
	Note	£	£	£	£
<b>CURRENT ASSETS</b>					
Debtors	6	21,161		696	
Cash at bank		71,603		165,677	
		<u>92,764</u>		<u>166,373</u>	
<b>CURRENT LIABILITIES</b>					
Creditors	7	(7,873)		(9,265)	
		<u></u>		<u></u>	
<b>NET CURRENT ASSETS</b>			84,891		157,108
			<u></u>		<u></u>
<b>NET ASSETS</b>			84,891		157,108
			<u></u>		<u></u>
<b>CHARITY FUNDS</b>					
Unrestricted funds	8		44,478		40,519
Restricted funds	8		40,413		116,589
			<u></u>		<u></u>
<b>TOTAL FUNDS</b>			84,891		157,108
			<u></u>		<u></u>

The Trustees consider that the charitable company is entitled to exemption from the requirement to have an audit under section 477 of the Companies Act 2006 and members have not required the charitable company to obtain an audit of its accounts for the period in question in accordance with section 476 of the Act. The Trustees acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with section 386 of the Companies Act 2006, and for preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at 31 March 2022 and of its incoming resources and application of resources, including the net income or expenditure for the period then ended in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to the financial statements so far as applicable to the charitable company.

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The financial statements were approved by the Trustees on

and signed on their behalf by:

**David Kidney, Trustee**

The notes on pages 9 to 13 form part of these financial statements.

# CHAMBERLAIN Highbury TRUST

## Notes to the Accounts For the year ended 31 March 2022

### 1. ACCOUNTING POLICIES

#### 1.1 Basis of preparation of financial statements

The Chamberlain Highbury Trust is a company limited by guarantee incorporated in England. The address of the registered office is given in the charity information on page 1.

The accounts have been prepared under the historical cost convention with items recognised as cost or transaction value unless otherwise stated in the relevant note(s) to the accounts.

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Ireland (FRS 102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

The financial statements have been prepared on a going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements are prepared in sterling which is the functional currency of the charity.

The significant accounting policies applied in the preparation of these financial statements are set out below.

#### 1.2 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes.

Designated funds are funds which are to be used for purchase of acquisitions that may become available.

The cost of raising funds and administering such funds are charged against the specific fund.

The aim and use of each fund is set out in the notes to the financial statements.

#### 1.3 Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity has entitlement to the funds, after any performance conditions have been met, the amount can be measured reliably and it is probable the income will be received.

#### 1.4 Resources expended

Expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Irrecoverable VAT is charged as an expense against the activity for which the expenditure arose.

#### 1.5 Going concern

The trustees have assessed the impact of the Coronavirus pandemic on the Trust and are confident that the Trust has sufficient resources to continue to operate for a period of at least 12 months from the date of signing these financial statements. Accordingly, the financial statements have been prepared on a going concern basis as no material uncertainties exist.

## CHAMBERLAIN Highbury TRUST

### Notes to the Accounts For the year ended 31 March 2022

#### 2. DONATIONS

	2022 £	2021 £
Donation from the Highbury Trust	45,000	42,000
Other Donations	-	338
	<hr/> 45,000	<hr/> 42,338

Donations of £42,338 were received in the prior year, £42,000 related to unrestricted funds and £338 related to restricted funds.

#### 3. GRANTS

	2022 £	2021 £
The Highbury Trust	87,717	-
National Lottery Heritage Fund	5,886	89,910
Historic England	41,500	75,000
Other Grants	5,000	2,000
	<hr/> 140,103	<hr/> 166,910

#### 4. CHARITABLE EXPENDITURE

	2022 £	2021 £
<b>Charitable activities</b>		
Legal and professional fees	8,607	7,938
Business support	7,500	17,320
Independent examination fees	1,400	1,400
Other costs	240,438	87,775
	<hr/> 257,945	<hr/> 114,433

Expenditure in the prior year totalled £114,433 of which £37,725 related to unrestricted funds and £76,708 related to restricted funds.

#### 5. NET INCOMING RESOURCES

During the period, no Trustees received any remuneration (2021: none).  
During the period, no Trustees received any benefits in kind (2021: none).  
During the period, one Trustee received travel expenses totalling £677 (2021: none).

# CHAMBERLAIN Highbury Trust

## Notes to the Accounts For the year ended 31 March 2022

### 6. DEBTORS

	2022 £	2021 £
Accrued Income	20,000	-
Gift Aid	-	63
VAT Recoverable	1,161	633
	<u>21,161</u>	<u>696</u>

### 7. CREDITORS

	2022 £	2021 £
Accruals	7,873	9,265
	<u>7,873</u>	<u>9,265</u>

### 8. STATEMENT OF FUNDS

	Brought Forward	Incoming resources	Resources Expended	Transfer between funds	Carried Forward
	£	£	£	£	£
<b>Unrestricted funds</b>					
General funds	40,519	45,087	(42,128)	(9,000)	34,478
Designated funds	-	-	-	10,000	10,000
	<u>40,519</u>	<u>45,087</u>	<u>(42,128)</u>	<u>1,000</u>	<u>44,478</u>
<b>Restricted funds</b>					
Major Project	22,466	5,538	(490)	-	27,514
The Gardens Project	93,123	127,386	(213,677)	-	6,832
Rhododendron Project	1,000	-	-	(1,000)	-
Birmingham Roots	-	7,717	(1,650)	-	6,067
	<u>116,589</u>	<u>140,641</u>	<u>(215,817)</u>	<u>(1,000)</u>	<u>40,413</u>
<b>TOTAL</b>	<u>157,108</u>	<u>185,728</u>	<u>(257,945)</u>	<u>-</u>	<u>84,891</u>

**Major Project** – These funds represent monies which will be used to match fund future NLHF grants if future bids are successful.

**The Gardens Project** – These funds represent various grants that were provided for the Trust's landscape restoration programme for the 30 acres of gardens. The restoration programme was ongoing at the end of the year.

## CHAMBERLAIN Highbury TRUST

### Notes to the Accounts For the year ended 31 March 2022

**Birmingham Roots** – These funds represent a grant from Birmingham City Council to promote community events inspired by the Commonwealth Games.

**Rhododendron Project** – These funds represent monies to ensure the Rhododendrons planted by Joseph Chamberlain are protected and will be an important feature of the restored gardens at Highbury.

**Designated funds** – These funds represent a fund to be used to purchase objects related to Highbury or the Chamberlain Family which may become available in due course.

#### 8a. STATEMENT OF FUNDS – PRIOR YEAR

	Brought Forward	Incoming resources	Resources Expended	Transfer between funds	Carried Forward
	£	£	£	£	£
<b>Unrestricted funds</b>					
General funds	39,165	42,000	(37,725)	(2,921)	40,519
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Restricted funds</b>					
HLF Bid	22,128	338	-	-	22,466
The Gardens Project	-	164,910	(71,787)	2,921	93,123
Rhododendron Survey	1,000	2,000	(4,921)	-	1,000
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	23,128	167,248	(76,708)	2,921	116,589
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>TOTAL</b>	<hr/> <b>62,293</b> <hr/>	<hr/> <b>209,248</b> <hr/>	<hr/> <b>(114,433)</b> <hr/>	<hr/> <b>-</b> <hr/>	<hr/> <b>157,108</b> <hr/>

## CHAMBERLAIN Highbury Trust

### Notes to the Accounts For the year ended 31 March 2022

#### 9. ANALYSIS OF NET ASSETS

	Unrestricted Funds	Restricted Funds	Total
Cash at bank & in hand	51,190	20,413	71,603
Other net current assets	(6,712)	20,000	13,288
	<hr/>	<hr/>	<hr/>
	44,478	40,413	84,891

#### 9a. ANALYSIS OF NET ASSETS – PRIOR YEAR

	Unrestricted Funds	Restricted Funds	Total
Cash at bank & in hand	49,088	116,589	165,677
Other net current assets	(8,569)	-	(8,569)
	<hr/>	<hr/>	<hr/>
	40,519	116,589	157,108

#### 10. RELATED PARTIES

There were no related party transactions during the period.

#### 11. MEMBERS

The charity is incorporated as a company limited by guarantee having no share capital and in accordance with the Memorandum of Association, every member is liable to contribute a sum of £10 in the event of the company being wound up. At 31 March 2022 there were 8 members.