

Report of the Trustees and

Unaudited Financial Statements for the Year Ended 5 November 2024

for

The Charity of Douglas William Mitchell (The Birdwood House Trust)

The Charity of Douglas William Mitchell
(The Birdwood House Trust)

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for the Year Ended 5 November 2024

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The Charity of Douglas William Mitchell
(The Birdwood House Trust)
Report of the Trustees
for the Year Ended 5 November 2024

The trustees present their report with the financial statements of the Charitable Incorporated Organisation (CIO) for the year ended 5 November 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Birdwood House is a Listed Building located in the centre of Totnes and the trustees aim to ensure its long-term care and maintenance, to enable it to continue to provide satisfactory facilities and space for exhibitions and other educational purposes along with community benefits.

ACHIEVEMENT AND PERFORMANCE

The charity has continued to provide public benefit through the facilities at Birdwood House, the Gallery has successfully promoted the visual arts in the area and the rooms have been used for education and training purposes. The building functions well as a community focus and contributes to social cohesion in Totnes. The charity has commenced major refurbishment work to the south wall of Birdwood House during summer 2023 using reserves set aside for this purpose. The work will include replacement of the sliding windows, installation of insulation into the timber frame wall, new lead work and re-hanging of the slate exterior to conservation standards.

FINANCIAL REVIEW

Reserves Policy

The trustees are always striving to increase the income from the use of Birdwood House, in order to accumulate reserves for the long-term maintenance and improvement of the premises. At the same time retaining a level of charges that allows the Gallery to be available for use by new un-established artists and craftspeople. The trustees transfer any operating surplus to the reserves for major repair and maintenance of Birdwood House; the aim is to achieve reserves to the value of 20% of the reinstatement cost of the building.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The CIO (Foundation) was formed by constitution signed on 30 May 2017 and registered with the Charity Commission 1 June 2017.

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Report of the Trustees
for the Year Ended 5 November 2024

Recruitment and appointment of new trustees

New trustees are appointed at the discretion of the existing trustees. The CIO uses the established links to consult and inform the Town Council as and when required.

Organisational Structure

Four formal meetings were held during the period to conduct the business of the CIO. The CIO employs a secretary to administer the CIO and a manager to handle the meeting rooms, rest room and Gallery space at Birdwood House.

Related parties

The CIO works closely with the Mitchell Trust and the Wakefield Trust, with one trustee and the secretary, being common to the Mitchell Trust and one trustee and the secretary being common to the Wakefield Trust.

Risk Management

The trustees have a duty to identify and review the risk to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1173240 (England and Wales)

Principal address

C/o Dr J Severn
The Coach House
Station Road
South Brent
Devon
TQ10 9BB

Trustees

M C Mitchell Chair
Mrs J Mitchell
Miss J A Westacott MBE (died 21 May 2024)
D Horsburgh
Miss S Lawrence (resigned 23 September 2024)
Mr C Killock (appointed 23 September 2024)
Ms K Hancock (appointed 23 September 2024)

Miss Judy Westacott MBE - Deceased

The trustees record the sad death of Judith Westacott MBE who died suddenly at home in Totnes on 21 May 2024, aged 84, they acknowledge her contribution to the CIO and to Totnes over many years; she was a colourful character who really cared for the town and will be truly missed.

Independent Examiner

R J Lewis ACA
Frost
Chartered Accountants
Riversdale
Ashburton Road
TOTNES
Devon
TQ9 5JU

Approved by order of the board of trustees on 21 May 2025 And signed on its behalf by:

.....
M C Mitchell - Trustee

Independent examiner's report to the trustees of The Charity of Douglas William Mitchell

I report to the charity trustees on my examination of the accounts of the Charity of Douglas William Mitchell (the CIO) year ended 5 November 2024.

Responsibilities and basis of report

As the charity's trustees of the CIO you are responsible for the preparation of the accounts in accordance with the requirements of the I report in respect of my examination of the CIO's accounts carried out under Section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material 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 CIO as required by Section 130 of the Act, or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

R J Lewis ACA
The Institute of Chartered Accountants in England and Wales

Frost
Chartered Accountants
Riversdale
Ashburton Road
TOTNES
Devon
TQ9 5JU

Date: 4 June 2025

The Charity of Douglas William Mitchell
(The Birdwood House Trust)
Statement of Financial Activities
for the Year Ended 5 November 2024

		2024 Unrestricted funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM	Notes		
Donations and legacies		-	-
Charitable Activities			
Property Letting		38,794	32,915
Investment income		6,109	6,395
Other Income		-	250
Total		44,903	39,560
EXPENDITURE ON			
Charitable Activities			
Property Letting		64,663	62,850
Net gains/(losses) on investments	6	5,495	(2,177)
NET INCOME		(14,265)	(25,467)
RECONCILIATION OF FUNDS			
Total funds brought forward		195,039	220,506
TOTAL FUNDS CARRIED FORWARD		180,774	195,039

The Charity of Douglas William Mitchell
(The Birdwood House Trust)
Balance Sheet
5 November 2024

	Notes	2024 Unrestricted funds £	2023 Total funds £
FIXED ASSETS			
Tangible assets	5	27,981	33,416
Investments	6	79,803	74,308
		<u>107,784</u>	<u>107,724</u>
CURRENT ASSETS			
Debtors	7	4,179	4,057
Cash at bank and in hand		69,866	84,263
		<u>74,045</u>	<u>88,320</u>
CREDITORS			
Amounts falling due within one year	8	(1,055)	(1,005)
		<u>72,990</u>	<u>87,315</u>
NET CURRENT ASSETS			
		<u>180,774</u>	<u>195,039</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			
		<u>180,774</u>	<u>195,039</u>
NET ASSETS		<u>180,774</u>	<u>195,039</u>
FUNDS	9		
Unrestricted funds		<u>180,774</u>	<u>195,039</u>
TOTAL FUNDS		<u>180,774</u>	<u>195,039</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 21 May 2025 and were signed on its behalf by:

.....
M C Mitchell - Trustee

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention with the exception of investments which are included at market value, as modified by the revaluation of certain assets.

Income

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

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Long leasehold	- 4% on cost
Plant and machinery	- 33% on cost

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Fixed asset investments

Investments are included at closing mid-market value at the balance sheet date.

2. INVESTMENT INCOME

	2024	2023
	£	£
Dividends received	4,724	4,615
Deposit account interest	1,385	1,780
	<u>6,109</u>	<u>6,395</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 5 November 2024 nor for year ended 5 November 2023.

Trustees' expenses

There were no trustees' expenses paid for the year ended 5 November 2024 nor for the year ended 5 November 2023.

4. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £
INCOME AND ENDOWMENTS FROM	
Donations and legacies	-
Charitable activities	
Property Letting	33,165
Investment income	<u>6,395</u>
Total	<u>39,560</u>
EXPENDITURE ON	
Charitable activities	
Property Letting	<u>62,850</u>
Net gains on investments	<u>(2,177)</u>
NET INCOME	(25,467)
RECONCILIATION OF FUNDS	
Total funds brought forward	<u>220,506</u>
TOTAL FUNDS CARRIED FORWARD	<u>195,039</u>

5. TANGIBLE FIXED ASSETS

	Long leasehold £	Fixtures and fittings £	Totals £
COST			
At 6 November 2023 and 5 November 2024	135,868	1,030	136,898
DEPRECIATION			
At 6 November 2023	102,452	1,030	103,482
Charge for year	5,435		5,435
At 5 November 2024	107,887	1,030	108,917
NET BOOK VALUE			
At 5 November 2024	27,981	-	27,981
At 5 November 2023	33,416	-	33,416

6. FIXED ASSET INVESTMENTS

	Listed Investments £
MARKET VALUE	
At 6 November 2023	74,308
Revaluations	5,495
At 5 November 2024	79,803
NET BOOK VALUE	
at 5 November 2024	79,803
At 5 November 2023	74,308

There were no investment assets outside the UK.

The investment is 5,462 units in M & G Charifund Income Units. (Cost £29,356)

Cost or valuation at 5 November 2024 is represented by:

	Listed investments £
Valuation in 2024	79,803

7. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Prepayments	4,179	4,057

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2024	2023
	£	£
Accruals	1,055	1,005

9. MOVEMENT IN FUNDS

	At 6.11.23	Net movement in funds	Transfer between funds	At 5.11.24
	£	£	£	£
Unrestricted funds				
General fund	131,039	(14,265)	15,000	131,774
Designated - Provision for Maintenance	64,000	-	(15,000)	49,000
	195,039	(14,265)	-	180,774
TOTAL FUNDS	195,039	(14,265)	-	180,774

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Gains and losses	Movement in funds
	£	£	£	£
Unrestricted funds				
General fund	44,903	64,663	5,495	(14,265)
TOTAL FUNDS	44,903	64,663	5,495	(14,265)

Comparatives for movement in funds

	At 6.11.22	Net movement in funds	Transfers between funds	At 5.11.2023
	£	£	£	£
Unrestricted funds				
General fund	136,506	(25,467)	20,000	131,039
Designated - Provision for Maintenance	84,000	-	(20,000)	64,000
	220,506	(25,467)	-	195,039
TOTAL FUNDS	220,506	(25,467)	-	195,039

9. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:-

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	39,560	62,850	(2,177)	(25,467)
TOTAL FUNDS	39,560	62,850	(2,177)	(25,467)

A current year 12 months and prior year 12 months combined position is as follows:

	At 6.11.22 £	Net movement in funds £	Transfers between funds £	At 5.11.24 £
Unrestricted funds				
General fund	136,506	(39,732)	35,000	131,774
Designated - Provision for Maintenance	84,000		(35,000)	49,000
	220,506	(39,732)	-	180,774
TOTAL FUNDS	220,506	(39,732)	-	180,774

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Gains and losses £	Movement in funds £
Unrestricted funds				
General fund	84,463	127,513	3,318	(39,732)
TOTAL FUNDS	84,463	127,513	3,318	(39,732)

Unrestricted funds comprise those funds which the trustees are free to use in accordance with the charitable objects.

Transfer between funds

The transfer of funds represents the transfer of the unrestricted accumulated funds of the predecessor charity.

10. RELATED PARTY DISCLOSURES

There are no related party transactions for the year ended 5 November 2024.