

**BIRMINGHAM PEN TRADE HERITAGE ASSOCIATION  
REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED  
31 MARCH 2021**

**Charity No. 1176955  
Company No. CE013114**

**CONTENTS**

	<b>Page</b>
LEGAL AND ADMINISTRATIVE INFORMATION	1
CHAIRMANS REPORT	2
REPORT OF THE INDEPENDENT EXAMINER	3
STATEMENT OF FINANCIAL ACTIVITIES	4
BALANCE SHEET	5
ACCOUNTING POLICIES	6
NOTES TO THE FINANCIAL STATEMENTS	7-11

It's been a very challenging year for our Museum with the COVID related closure which not only affects our income but has been a blow for our loyal and much appreciated band of volunteers without whom we would cease to exist. However, thanks to the hard work and dedication of both Jane Harris, our Operations Manager, the vital input of Nigel Evans, our Secretary, and Richard Paterson, our Treasurer the Pen Museum successfully applied for financial support from a range of grant programmes including the Arts Council (Emergency Response Fund and Cultural Recovery Fund), National Lottery Heritage Fund (Heritage Emergency Fund), Birmingham Common Good Trust and, of course, for a period of time, the Government's furlough scheme.

At the time of writing this Report, we were awaiting the outcome of a Cultural Recovery Fund Round 2 application and further grant bids are in preparation. We are obviously extremely grateful these grant programmes were made available to independent museums such as ourselves who lack ongoing external financial support and when combined with a successful Crowd Funding campaign (masterminded by Nigel) to date circa £100k has been raised to cover both essential overheads whilst closed and to produce new activities that engage and improve access to our collection for both current and new audiences. These include a variety of initiatives including digitalisation of some of our collections, a nib trail, some website improvements, signage, anti-COVID measures, and marketing on the latter point, I want to particularly thank Carmel Girling for her expertise and hard work which includes exploring exciting opportunities to take advantage of next year's Commonwealth Games.

As one would expect, our website hits have been reduced by circa 66% to 12,000 as people stay at home. However, in the next year, we are hoping to expand our virtual offer to include some online shopping with the much appreciated support of trustee Charlie Stockbridge and his Company and Richard, our Treasurer. Incidentally, despite his many commitments, Richard has worked very hard to keep us on an even keel financially by informing our successful bids.

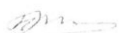
Jane has also continued to work very hard behind the scenes on projects and is launching a new campaign later this year to recruit more volunteers to join our existing volunteer team of 30 dedicated people to help create and deliver new activities. In this connection, she has been, and is, ably supported by Joan Turner in supporting student placements and remote volunteer working.

On the Trustee front, we are delighted to welcome Isabel Churcher who has extensive experience on the Arts whilst special mention should be given to the Trustees in the form of Jackie Hancox for her accurate minute taking and pragmatic advice, and Linda Murch, the beating heart of our membership which she manages so efficiently whilst finding time to send out regular informative newsletters to members. It would also be remiss of me not to mention Tony Berry and Jovan Jules for their sage advice and support during the year.

This next year, is likely to be another difficult one with people still a bit unsure about visiting indoor attractions but we are confident that in the longer term, the Pen Museum experience will be emerging stronger, as an attraction and our volunteers galvanised as we move forward to fully open later in the year, COVID permitting.

Finally, I want to thank our Operations Manager, our Officers, Trustees, our Management Committee, all our volunteers and last but not least our loyal and highly valued members, including the new ones who joined by virtue of their kind contributions through Crowdfunding.

Andrew Munro



12 July 2021

**Trustees**

J J Hancox

L M Murch

R B Paterson

N D Evans

C R H Stockbridge

A C Munro

J S Jules

A S Berry

**Registered Office:**

Pen Museum, Unit 3, The Argent Centre, 60 Frederick Street, Birmingham, B1 3HS

**Bankers:**

Lloyds Bank, University of Birmingham, 142 Edgbaston Park Road, Edgbaston, Birmingham, West Midlands, B15 2TY

**Accountants:**

UHY Hacker Young (Birmingham) LLP, 9 – 11 Vittoria Street, Birmingham, B1 3ND



### **Respective Responsibilities of Trustees and Examiner**

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

It is our responsibility to:

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

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

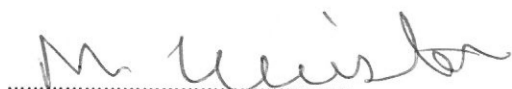
Our examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the 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**

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 charity 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 order to enable a proper understanding of the accounts to be reached.



**12 July 2021**

Relevant professional qualification and body:

**FCCA - Qualified Accountant**

**Malcolm Winston**  
**UHY Hacker Young (Birmingham) LLP**  
**9-11 Vittoria Street**  
**Birmingham**  
**B1 3ND**

**BIRMINGHAM PEN TRADE HERITAGE ASSOCIATION**  
**STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021**

4

	Note	Unrestricted Funds £	Restricted Funds £	Total Year Ended 31.03.21 £	Total Year Ended 31.03.20 £
<b>INCOMING RESOURCES</b>					
<b>Voluntary Income</b>					
Donations & Subscriptions	6	11,648	-	11,648	3,180
Grants	7	34,607	610	35,217	-
<b>Activities for generating funds</b>					
Other Trading Income	8	25,523	-	25,523	52,085
<b>TOTAL INCOMING RESOURCES</b>		<b>71,778</b>	<b>610</b>	<b>72,388</b>	<b>55,265</b>
<b>RESOURCES EXPENDED</b>					
<b>Charitable Activities</b>					
Charitable activities	10	3,545	523	4,068	14,389
Management & Administration	11	57,433	-	57,433	54,962
<b>TOTAL RESOURCES EXPENDED</b>		<b>60,978</b>	<b>523</b>	<b>61,501</b>	<b>69,351</b>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<b>10,800</b>	<b>87</b>	<b>10,887</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>10,800</b>	<b>87</b>	<b>10,887</b>	<b>-</b>
Fund Balances brought forward	4	16,400	48,358	64,758	78,844
<b>FUND BALANCES CARRIED FORWARD</b>	4	<b>27,200</b>	<b>48,445</b>	<b>75,645</b>	<b>64,758</b>

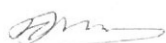
**BIRMINGHAM PEN TRADE HERITAGE ASSOCIATION**  
**BALANCE SHEET AS AT 31 MARCH 2021**

5

		<b>Total As at 31 March 2021 £</b>	<b>Total As at 31 March 2020 £</b>
<b>FIXED ASSETS</b>	<b>Note</b>		
Tangible Assets	1	6,117	6,626
<b>CURRENT ASSETS</b>			
Debtors	2	33,976	8,503
Cash at Bank and in Hand		105,377	51,651
		<b>139,353</b>	<b>60,154</b>
<b>CURRENT LIABILITIES</b>			
Amounts due within one year	3	69,825	2,021
<b>NET CURRENT ASSETS</b>		<b>69,528</b>	<b>58,132</b>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<b>75,645</b>	<b>64,758</b>
<b>FUNDS</b>			
Unrestricted Funds		21,083	9,774
Fixed Asset Fund		6,117	6,626
Restricted Funds		48,445	48,358
<b>TOTAL FUNDS</b>		<b>75,645</b>	<b>64,758</b>

The financial statements were approved by the trustees on the 12 July 2021 and were signed by:

Andrew Munro



.....

**Basis of Preparation**

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 Charities SORP (FRS 102) 2019, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

**Going Concern**

The trustees assess whether the use of going concern is appropriate i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the company to continue as a going concern. The trustees make this assessment in respect of a period of one year from the date of approval of the financial statements.

**Grants**

Grants receivable are credited to income in the year to which they relate.

**Tangible Fixed Assets**

Assets costing £500 or more are capitalised as tangible fixed assets and are carried at cost, net of depreciation and any provision for impairment.

Where tangible fixed assets have been acquired with the aid of specific grants, either from the government or from the private sector, they are included in the Balance Sheet at cost and depreciated over their expected useful economic life. Where there are specific conditions attached to the funding requiring the continued use of the asset, the related grants are credited to a restricted fixed asset fund in the Statement of Financial Activities and carried forward in the Balance Sheet. Depreciation on the relevant assets is charged directly to the restricted fixed asset fund in the Statement of Financial Activities. Where tangible fixed assets have been acquired with unrestricted funds, depreciation on such assets is charged to the unrestricted fund.

Depreciation is provided on a straight line basis beginning in the year in which the asset is brought into use on the cost of tangible fixed assets, to write them down to their estimated residual values over their expected useful lives.

**1 TANGIBLE FIXED ASSETS**

	Fixtures & Fittings £	Total £
<b>Cost</b>		
At 1 April 2020	12,636	12,636
Additions	-	-
Disposals	-	-
At 31 March 2021	<u>12,636</u>	<u>12,636</u>
<b>Depreciation</b>		
At 1 April 2020	6,010	6,010
Charged in year	509	509
Disposals	-	-
At 31 March 2021	<u>6,519</u>	<u>6,519</u>
<b>Net book value</b>		
At 1 April 2020	6,626	6,626
At 31 March 2021	<u>6,117</u>	<u>6,117</u>

	2021 £	2020 £
<b>2 DEBTORS</b>		
Trade Debtors	-	50
Other Debtors	8,453	8,453
Prepayments and accrued income	25,523	-
	<u>33,976</u>	<u>8,503</u>

Note

	2021 £	2020 £
<b>3 CURRENT LIABILITIES</b>		
Amounts due within one year:		
Accruals	810	810
Trade Creditors	11,014	955
Pensions due	72	72
Deferred Income	57,929	184
	<u>69,825</u>	<u>2,021</u>

15

	Unrestricted £	Restricted £
<b>4 FUNDS</b>		
At 1st April 2020	16,400	48,358
Surplus for period	10,800	87
At 31st March 2021	<u>27,200</u>	<u>48,445</u>

Unrestricted funds are designated as follows:

- General unrestricted reserves	21,083	9,774
- Fixed Asset reserves	6,117	6,626
	<u>27,200</u>	<u>16,400</u>

**4 FUNDS (CONT'D)**

The Charity is carrying unrestricted funds of £27,200 and restricted funds £48,445. £21,083 is general unrestricted reserves and £6,117 is fixed asset reserves.

	Unrestricted £	Restricted £
Analysis of Net Assets between funds		
Net Current Assets	21,083	48,445
Fixed Assets	6,117	-
	<u>27,200</u>	<u>48,445</u>

**5 RESTRICTED PROJECT INCOME**

Income from various sources relating to educational projects to the amount of £184, was released from deferred income. At the Balance Sheet date, £57,929 is included in Deferred Income.

		2021 £	2020 £
<b>6 DONATIONS &amp; SUBSCRIPTIONS</b>			
Donations (See Note 13)	- Unrestricted	11,058	2,560
Memberships	- Unrestricted	590	620
		<u>11,648</u>	<u>3,180</u>

		2021 £	2020 £
<b>7 GRANTS</b>			
Grants & Projects	- Unrestricted	34,607	-
Restricted Funds Income	- Restricted	610	-
		<u>35,217</u>	<u>-</u>

		2021 £	2020 £
<b>8 OTHER TRADING INCOME</b>			
Sales		-	42,552
Events		-	7,666
Room Hire		-	1,174
Calligraphy Group		-	532
Sundry Income		-	161
Insurance Income		25,523	-
		<u>25,523</u>	<u>52,085</u>

	2021	2020
	£	£
<b>9 STAFF COSTS</b>		
Wages & Salaries	14,896	18,218
Social Security Costs	-	-
Pension Costs	729	365
	<u>15,625</u>	<u>18,583</u>

No employee earned £60,000 p.a. or more

The average number of employees was:

Management & Administration

<u>1</u>	<u>1</u>
----------	----------

	2021	2020
	£	£
<b>10 RESOURCES EXPENDED</b>		
<b>Charitable Activities</b>		
Costs of Goods Sold	-	6,014
Other Direct Costs	3,545	1,972
Expenditure on Projects	523	6,403
	<u>4,068</u>	<u>14,389</u>

	2021	2020
	£	£
<b>11 RESOURCES EXPENDED</b>		
<b>Management &amp; Administration</b>		
Staff Costs	15,625	18,583
Telephone	1,243	1,007
Post and Stationery	125	464
Professional Fees	1,080	990
Sundry Expenses	1,679	963
Bank Charges	44	655
Advertising	7,363	1,654
Computer Expenses	773	594
Subscriptions	1,385	1,252
Insurance	1,253	1,286
Rent and Service Charges	21,240	20,200
Repairs and Renewals	906	812
Light and Heat	4,208	6,458
Depreciation	509	44
	<u>57,433</u>	<u>54,962</u>

	2021	2020
	£	£
<b>12 GOVERNANCE COSTS</b>		
Fees paid to Independent Examiner	810	810
	<u>810</u>	<u>810</u>

	2021	2020
	£	£
<b>13 DONATIONS</b>		
Other Donations	9,007	1,491
Membership Donations	10	301
Gift Aid	2,040	768
	<u>11,057</u>	<u>2,560</u>

**14 TRUSTEES REMUNERATION & EXPENSES**  
 No trustees were remunerated in the year.

	2021	2020
	£	£
<b>15 DEFERRED INCOME</b>		
Deferred income at 1 April 2020	184	2,829
Resources deferred in the year	57,929	184
Amounts released from previous years	(184)	(2,829)
Deferred income at 31 March 2021	<u>57,929</u>	<u>184</u>

At the balance sheet date the charitable company was holding funds in advance for fundraising appeals of £57,929.

**16 TRANSFER OF ASSETS AND LIABILITIES FROM EXISTING CHARITY**

On 31st March 2018, all assets, liabilities and activities from Birmingham Pen Trade Heritage Association (Charity number 1064945) were transferred to Birmingham Pen Trade Heritage Association (Charity number 1176955).



**17 RELATED PARTY TRANSACTIONS**

Mr A C Munro, chair of The Birmingham Pen Trade Heritage Association, is the director of Midlands Industrial Association Limited. During the year, The Birmingham Pen Trade Heritage Association paid Midlands Industrial Association Limited £21,413 (2020: £20,597) relating to rent and service charges for 3 units and electricity charges for 1 unit.

Mr C R H Stockbridge, trustee of The Birmingham Pen Trade Heritage Association, is the director of The Manuscript Pen Company Ltd. During the year, The Birmingham Pen Trade Heritage Association paid The Manuscript Pen Company Ltd nil (2020: £1,794) relating to purchases of retail stock. As at 31 March 2021, nothing was owed to The Manuscript Pen Company Ltd.



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES

## **Trustees' Annual Report for the period**

**From 1 April 2020 Period start date to 31 March 2021 Period end date**

**Charity name: Birmingham Pen Trade Heritage Association**

**Charity registration number: 1176955**

### **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	To promote and preserve the history and legacy of the steel Pen Trade in Birmingham, for the advancement of the education and benefit of the public. To maintain a museum that showcases the skill and craftsmanship of the Pen Makers and their employees and also houses historic artefacts and ephemera related to the art of writing.
Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.	Para 1.17 & 1.19	The CIO works to ensure that the city of Birmingham's role in the importance of the nineteenth century pen trade is explored, understood and appreciated. It will achieve this predominantly through operating the Pen Museum in Birmingham, which is dedicated to displaying information and artefacts about the Birmingham pen trade of the nineteenth century and the lives of manufacturers and workers in that trade. The museum provides a range of activities for visitors and has an extensive collection of historical items on display including nibs, inkwells and period retail packaging. The CIO encourages research into the Pen Trade by making its collections accessible to researchers. In addition, the CIO highlights the importance of and encourage the use of nib and fountain pen to develop writing and graphic skills.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set out in the business plan.

**Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	
Policy on social investment including program related investment	Para 1.38	
Contribution made by volunteers	Para 1.38	
Other		

**Achievements and Performance**

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	<p>The last year has been extremely challenging due to COVID and the inevitable closedown of our museum during the lockdown. However, thanks to an excellent Crowdfunding scheme organised by our secretary and a number of successful grant applications notably to both the Heritage Fund and Arts Council, we are in a stable financial position. Additionally, we have used the closure to undertake both work to improve the visitor experience and develop marketing initiatives to raise the profile of the Museum. This includes some digitalising of our collection, developing a nib trail for children and improved signage and to our website. We have rolled out some 'virtual' talks to organisations using 'Zoom' and this has proved very successful in raising our profile and providing a modest income. During the closedown, both our Trustees and management Committee have met regularly and we have also kept in touch with our loyal band of volunteers and are confident that they will return to the fold when we reopen. However, it may take some time for public confidence to resume to visit indoor attractions, despite the COVID Safe measures that we have organised. Incidentally, it would be remiss of me not to mention the significance of this year of 2021 which is the 20th Anniversary of the Museum opening on 28th April 2001 and the 25th Anniversary of the formation of our organisation. All this was largely due to the vision of Brian Jones, our founder, who sadly passed away a few years ago but who, I am sure, would be proud of how our loyal volunteers, members and trustees have carried the baton to ensure that such an important part of Birmingham's heritage was not lost.</p>

**Additional information (optional)**

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.1	
Investment performance against objectives	Para 1.41	
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	<p>This has been a challenging time for all organisations and the museum has unfortunately been closed for the whole year. The charity has taken advantage of all available grants, including the Coronavirus Job Retention Scheme and emergency funding from both the National Lottery Heritage Fund and the Culture Relief Fund and is in a robust financial position entering this financial year.</p> <p>The charity will use some of the funding it has received to improve the visitor experience so we can maximise income when we do open later in the year.</p> <p>At the end of the year, the Charity had cash reserves of £105k, £48k of which is restricted and £27k that's unrestricted.</p>
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	Reserves are restricted for either projects for which they relate or are held as restricted funding for a particular activity i.e., Education. In addition, the charity is aiming to hold 3 months working capital in line with Charity Commission guidance.
Amount of reserves held	Para 1.22	Unrestricted: £27,202 Restricted: £48,445
Reasons for holding zero reserves	Para 1.22	n/a
Details of fund materially in deficit	Para 1.24	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	At present, the Trustees don't believe there is any material going concern risk. The charity has been extremely successful in generating income from statutory sources and this will go a long way to securing its future. However, the pandemic is far from over and Trustees are still not certain as to when it can open to the public once again. Until then, it will continue to work towards improving the customer experience and offer so that visitors will receive when they do return.

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Predominantly, the Charity generates its income from admissions, sales, events and
--	-----------	--

		donations. Visitor numbers are its key performance driver.
Investment policy and objectives including any social investment policy adopted	Para 1.46	
A description of the principal risks facing the charity	Para 1.46	Funding and visitor numbers are the Charity's principal risks. These are managed and reviewed by Trustees bi-monthly and changes are made as appropriate when necessary.
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Constitution
How is the charity constituted? (e.g. unincorporated association, CIO)	Para 1.25	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Trustee selection usually follows an advertised recruitment process. Candidates if selected are interviewed by Trustees. Successful candidates are co-opted onto the board of Trustees until the appropriate AGM. Vacancies arising may be filled by the decision of the Members at the AGM. The Members, acting at an AGM, shall also elect from amongst themselves a Chair, Secretary and Treasurer for the time being. A Trustee shall serve for a term of three years from the conclusion of the AGM at which they were appointed. At the conclusion of their term of office, a Charity Trustee who is willing to continue to serve may be nominated for re-appointment by the Members, subject to serving a maximum of four consecutive terms of three years. Nominations for election as a Charity Trustee must be made by Members of the CIO in writing and must be received by the Secretary at least 14 days before the AGM.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Trustees receive role profile/description and code of conduct. Relevant Accounts and Charity Commission Guides for Trustees and CIO Constitution.
The charity's organisational structure and any wider network with which the charity works	Para 1.51	
Relationship with any related parties	Para 1.51	
Other		

## Reference and Administrative details

Charity name	Birmingham Pen Trade Heritage Association
Other name the charity uses	The Pen Museum
Registered charity number	1176955
Charity's principal address	Unit 3 The Argent Centre 60 Frederick Street Birmingham B1 3HS

## Names of the charity trustees who manage the charity

Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustees (if any)
			Birmingham Pen Trade Heritage Association CIO Members.
1 Andrew Munro	Chair		
2 Richard Paterson	Treasurer		
3 Nigel Evans	Secretary		
4 Jacqueline Hancox	Minutes Secretary		
5 Linda Murch	Membership Secretary		
6 Charles Stockbridge			
7 Jovan Jules			
8 Anthony Berry			
9			
10			
11			

## Corporate trustees – names of the directors at the date the report was approved

Director name		

## Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	
Name and objects of the charity on whose behalf the	

assets are held and how this falls within the custodian charity's objects	
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
-----------------	------	---------


#### Name of chief executive or names of senior staff members (Optional information)

--

### Exemptions from disclosure

Reason for non-disclosure of key personnel details

--

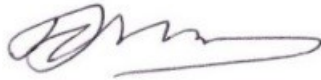
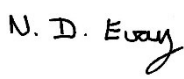
### Other optional information

--

### Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		 <small>Nigel Evans</small>
Full name(s)	Andrew Casebourne Munro	Nigel David Evans
Position (e.g. Secretary, Chair, etc.)	Chair	Secretary
Date	11 Jun. 21	11 Jun. 21