



CHARITY COMMISSION
FOR ENGLAND AND WALES

Trustees' Annual Report for the period

From 1 August 2019
To 31 July 2020

Period start date
Period end date

Charity name: EPIACUM HERITAGE CIO

Charity registration number: 1178087

Objectives and Activities

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	The objects of the CIO are - To advance the education of the public concerning and permanently to preserve for the benefit of the public generally and especially for the inhabitants of the North Pennines in the counties of Cumbria, Durham and Northumberland, land, buildings or any other artefacts which are of any historic, industrial, agricultural, scientific, or industrial architectural or general architectural interest (hereinafter referred to as 'Heritage Monuments') and generally to protect, preserve and maintain the character and amenities of the said Heritage Monument known as Epiacum Roman Fort and its environs and may exercise all powers which are considered necessary in achieving its primary objectives. Nothing in this constitution shall authorise an application of the property of the CIO for the purposes which are not charitable.
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 and 1.19	A series of educational 'Masterclass' weekends were held in Landscape Archaeology attracting over 30 participants. Funding was used to begin planning and commissioning the interpretation of the Bastle Houses on site. The Covid-19 pandemic slowed this process down. The car parking area adjacent to the main road below the Roman Fort was further improved.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees confirm they have regard to all guidance issued by the Charity Commission on public benefit.

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	Well in excess of 200 hours have been contributed by volunteers and recorded in the projects undertaken.
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 Charity has achieved the following in the last twelve months of operation:</p> <ul style="list-style-type: none"> • Engagement of volunteers. • Further Successfully sourced grant-funding to support volunteer activity and interpretation. • Increased profile of the organisation locally and regionally. • Outreach work to special interest groups /regional organisations and tourism fairs. • Developed links with Universities and vocational training organisations to develop activity and future plans. • Delivered an educational programme for visitors to the site. • Improved access for the public

Additional information (optional)

You may choose to include further statements where relevant about:

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Achievements against objectives set	Para 1.41	
Performance of fundraising activities against objectives set	Para 1.41	We have sourced further funding from a number of sources: crowd funding for the Bastle Houses interpretation; income from weekend courses; donations collected at the car park.
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	The organisation has a secure financial position and has reserves to cover basic running costs for the next 2 years. It has attracted funds from grant providers and from visitors and supporters enabling the continuing project of further restoring and interpreting an old Bastle House. The funds for the entire Bastle House project are held in both a Restricted Account (Grants made to the organisation) and in the General Account (donations and earned income)
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	The organisation has managed to build up the sum of £1,400 which covers the costs of public liability insurance and accountancy costs for the next two years. This will ensure that even with no activity or events the site will remain open and accessible to the public until 2023.
Amount of reserves held	Para 1.22	Unrestricted funds at 31 July 2020 stood at £2,800, taking account of funds held for future Masterclass events available funds stand at £1,400.
Reasons for holding zero reserves	Para 1.22	
Details of fund materially in deficit	Para 1.24	
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	There are no going concern issues

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	
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	

Other		
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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	New Trustees can only be appointed by agreement of all the existing Trustees. Potential new Trustees are sent extensive details of the organisation and then asked to submit an application. They are then invited to attend 2 Trustees meetings as observers before confirming their application. Only then would they be invited to become a Trustee should the existing Trustees decide so.

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	
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	Epiacum Heritage CIO
Other name the charity uses	
Registered charity number	1178087

Charity's principal address	Castle Nook Kirkaugh Alston Cumbria CA9 3BG

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 trustee (if any)
1	Elaine Edgar	Chair		
2	Paul Mercer			
3	Frances Breen	Vice Chair		
4	Steve Bentley			
5	Tony Walton		Until 31/3/2020	
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17				
18				
19				
20				

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

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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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Other optional information

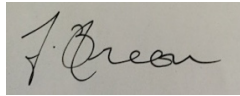
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Declarations

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Frances Breen

**Position (eg
Secretary, Chair, etc)**

Vice Chair

Date

11/8/2021



CHARITY COMMISSION
FOR ENGLAND AND WALES

Epiacum Heritage CIO

1178087

Receipts and payments accounts

CC16a

For the period
from

01/08/2019

To

31/07/2020

Section A Receipts and payments


	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Transfer from previous entity	-	-	-	-	10,582
Bank interest	36	-	-	36	27
Grants received	-	8,247	-	8,247	12,150
Masterclass events	1,565	-	-	1,565	11,404
Masterclass event refunds	(725)	-	-	(725)	-
Banquet	575	-	-	575	-
Operation Jericho	-	-	-	-	7,681
Battle works	-	-	-	-	-
Donations	35	-	-	35	978
Friends	210	-	-	210	891
Car park	418	-	-	418	775
Other income	-	-	-	-	393
Sub total (Gross income for AR)	2,114	8,247	-	10,361	44,881
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	2,114	8,247	-	10,361	44,881
A3 Payments					
Operation Jericho costs	-	-	-	-	9,701
Heritage lottery fund expenses	-	3,884	-	3,884	-
Battle works	-	2,595	-	2,595	-
Interpretation boards	-	3,601	-	3,601	-
Equipment	-	325	-	325	29
Flag banners	439	-	-	439	-
Volunteer expenses	-	-	-	-	187
Accountancy	-	-	-	-	180
Insurance	956	-	-	956	526
Masterclass leader costs	4,138	-	-	4,138	6,960
Banquet costs	205	-	-	205	-
Bat survey	-	-	-	-	640
Other costs	227	-	-	227	739
Refreshments	-	-	-	-	772
Workshop meals	-	-	-	-	751
Bank charges	92	-	-	92	86
HLF POP	-	-	-	-	8,683
Sub total	6,057	10,405	-	16,462	29,254
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	6,057	10,405	-	16,462	29,254
Net of receipts/(payments)	(3,943)	(2,158)	-	(6,101)	15,627
A5 Transfers between funds	(134)	134	-	-	-
A6 Cash funds last year end	6,877	8,750	-	15,627	-
Cash funds this year end	2,800	6,726	-	9,526	15,627

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account	1,690	-	-
	Deposit account	1,110	6,728	-
	Paypal account	-	-	-
	Total cash funds	2,800	6,728	-

(agree balances with receipts and payments account(s))

	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
B3 Investment assets			-	-
			-	-
			-	-
			-	-
			-	-

	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
B5 Liabilities			-	
			-	
			-	
			-	
			-	

Signature	Print Name	Date of approval
	Paul Arthur Mercer	23/07/202

**Epiacum Heritage CIO
Chartered Accountants report
for the year ended 31 July 2020**

We have prepared for your approval the financial information of the Epiacum Heritage CIO for the year, which comprises of the receipts and payments statement and the balance sheet, from the entity's accounting records and from information and explanations you have given us.

As a practising member of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at icaew.com/membershandbook.

This report is made solely to you, in accordance with the terms of our engagement letter. Our work has been undertaken solely to prepare for your approval the financial information of Epiacum Heritage CIO and state those matters that we have agreed to state to you in this report in accordance with the guidance of ICAEW as detailed at icaew.com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Epiacum Heritage CIO for our work on this report.

You have approved the financial information for the year and have acknowledged your responsibility for it, for the appropriateness of the financial reporting framework adopted and for providing all information and explanations necessary for its compilation.

During the preparation of the financial information we have vouched Balance Sheet balances, income and expenditure to the underlying documentation. We have not performed an audit or examination so are not able to express an opinion on the financial information.

APB Bookkeeping Services Limited
Chartered Accountants
89 Pennyhill Park
Penrith
CA11 9JW

Date 24th July 2021