

**FRIENDS OF SHENSTONE TOWER**  
a Charitable Incorporated Organisation  
**REPORT AND FINANCIAL STATEMENTS**  
FOR  
**12 MONTHS TO 31st DECEMBER 2022**

## FRIENDS OF SHENSTONE TOWER

### Charity Information

#### Trustees

Jeremy David Cotton	Chairman
Joseph James David Matile	Treasurer
Paula Ball	
Rev Elizabeth Ann Chamberlain	
Raymond John Chamberlain	
Rita Hancocks	
Stuart Alan Jones	
Shirley Ann O'Mara	
Bronwen Brazell Ross	
David Frank Salter	
Karen Jane Welch	

#### Independent Examiner

K H Goldsworthy  
Incorporated Financial Accountant  
Goldsworthy & Co  
30 Fotherley Road  
Shenstone  
Lichfield  
WS14 0NJ

#### Principal Office

24A Main Street  
Shenstone  
Lichfield  
Staffordshire  
WS14 0LZ

#### Registered Charity Number

1187173

## FRIENDS OF SHENSTONE TOWER

The report of the trustees for the 12 months to 31<sup>st</sup> December 2022

The trustees present their annual report and accounts for the 12 months to 31<sup>st</sup> December 2022. The financial statements comply with the Charities Act 2011 and Reporting by Statement of Recommended Practice applicable to the charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1<sup>st</sup> January 2019)

### Objectives and Activities of the charity

Restore, preserve, repair, maintain and improve for the wider public, the historic grade 2\* listed (at risk) old church tower (list entry number 10388300) specifically to: develop the community use of the tower for the advancement of the education of the public: as an intimate centre for the arts; as a historical learning centre and as a viewing platform on the established Shenstone Heritage Trail.

### Achievements and performance

During 2020 we had completed our fund raising, appointed an Architect for the renovation and advertised for conservation builders. During 2021 we completed our plans for renovation of the Tower and gained planning permission, Faculty and a 23 year lease on the Tower; and we started the renovation on 16<sup>th</sup> August 2021.

The main achievements for 2022 are as follows:

1. Midland Conservation completed the renovation in September 2022. This included:
  - a. Removing all vegetation growing on the walls of the Tower, and all the pigeon guano and old flooring from within the Tower;
  - b. Completing the repair to the masonry by replacing all damaged and weathered stones with new ones from a local sandstone quarry, installing steel beams to strengthen the Tower and support the internal floors and roof, and repointing the whole Tower using traditional lime mortar;
  - c. Installing new floors, staircase, leading up to a resurfaced roof, and raising the height of the parapet to meet current safety regulations, which has made the whole building accessible to the public;
  - d. Install electric lights and a fire alarm system.
2. We have also fitted a new path on the original route before it was diverted, and, together with the Parish Council, returfed and made good the ground surrounding the Tower.
3. The works were £52k more expensive than the tender due to unforeseen work inside the Tower, such as the amount of pigeon guano to remove; Historic England kindly increased their grant by £46k and the Friends raised an additional £6k.
4. We completed the works in September and the Bishop formally re-opened the Tower on 8th October in front of a large crowd from the local community. Many people took the opportunity to go up the Tower and see the renovation, followed by tea and cake in the church hall.
5. Now the renovation is complete, we are fitting out the Tower to enhance a visitor's experience. This consists of:
  - a. benches, information boards and a notice board outside the Tower;

- b. an historical exhibition with information boards on each floor of the Tower;
  - c. uplighters to softly illuminate the outside of the Tower;
  - d. a video system allowing people to see the view without having to climb the tower;
  - e. and a toposcope to explain the view from the top of the Tower.
6. We have opened to the public and encouraged visitors. The key to the Tower is available from the local library during library opening hours. We have provided guided open hours on the first Saturday of every month, and we have opened to a number of local groups and families on request.

In all this, it is important to note that Historic England have given significant guidance to the whole project and we could not have managed this without them. We would also like to thank St John's church for its support.

The Trustees are aware of the Charity Commission guidance on public benefit and have made decisions with due regard to this guidance.

#### Fund raising

As noted under Achievements and performance, we completed raising funds to meet the estimated costs for the repair and the opening of the building to the public. The main sources of funds were:

1. The local community have been very supportive of this project and we have raised significant funds from the village and wider community, including Friends of Greysbrooke school, and Shenstone and Lichfield Golf society.
2. Lichfield District Council and Shenstone Parish Council have both made generous grants towards the work.
3. We have approached a number of grant funders and are delighted to report support from HS2, Garfield Weston, Pilgrim's Trust, Leche Trust, Bells Whisky and Staffordshire Community Foundation.
4. Finally, we could not have raised the funds without Historic England's support to meet 80% of the repair cost.

In all our fund-raising we have been cognizant of the Charity Commission and Fundraising Regulator's guidance; and we are registered with the Fundraising Regulator. All our funds are raised to support our objectives of repairing and opening the Tower for the public.

#### Financial review (inc. debts and reserves policy)

The accounts show income of £299,570 and expenditure of £350,251; thereby showing a deficit of income over expenditure of £50,681.

This leaves funds of £41,242. The fitting out of the Tower will utilise approximately a further £25,000; and so we are anticipating around £15,000 of charitable funds at the end of the current financial year which will go towards ongoing maintenance and running costs. We have a maintenance plan agreed with HE to ensure the Tower remains in good order.

The principal risks facing the charity are laid out in our Risk management register which is updated annually. The main risk is that any ongoing costs exceed our income and reserves.

The charity has a reserves policy and we aim to carry sufficient reserves to complete the fitting out, and then limited reserves to ensure timely ongoing maintenance, and to buffer the ongoing expenditure of the charity.

The charity has an investment policy to keep any funds in its Unity bank savings account.  
The only payments to Trustees were to recompense expenses for which receipts were submitted.

**Structure, Governance and Management**

The charity is a Charitable incorporated organisation with a constitution for voting members in addition to its Trustees.

A third of Trustees retire at each annual general meeting and then elections are held for new Trustees. Trustees can stand for re-election. The intention is that no Trustee will serve more than 9 years unless the Trustees unanimously asks the individual to continue and they agree.

All Trustees receive a copy of the constitution, all policies, and a latest annual report and statement of accounts. They have an induction organised by the Chairman and sign a declaration of eligibility to serve as a Trustee.

The Charity has an Executive committee which includes all Trustees. The Executive may form sub-committees to carry out specific tasks or duties, which report back to the Executive.

The Charity works closely with the Vicar of St John's who is an Ex Officio Trustee, and Shenstone Parish Council who nominate a Trustee.

**Future plans**

During 2023, we will complete the fitting out of the Tower, and continue to advertise and open the Tower for the community and visitors from wider afield, to enjoy.

J D Cotton  
Chairman & Trustee



Date

27/6/23

**FRIENDS OF SHENSTONE TOWER**

**INDEPENDENT EXAMINERS REPORT ON THE UNAUDITED ACCOUNTS TO  
THE TRUSTEES OF THE FRIENDS OF SHENSTONE TOWER**

**I Report to the charity trustees on my examination of the accounts of the Friends of  
Shenstone Tower for the year ended 31st December 2022**

**Responsibilities and basis of report**

**As the trustees of the charity you are responsible for the preparation of the accounts in  
accordance with the requirements of the Charities Act 2011 ("the Act")**

**I report in respect of my examination of the Charities accounts carried out under section 145  
of the Act and in carrying out of my examination I have followed all applicable directions  
given by the Charity Commission under section 145(5)(b) of the Act**

**Independent Examiners Statement**

**I have completed my examination and I can 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 the accounts set out in the Charities (Accounts and Reports)  
Regulations 2008 other than any requirements 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 respect in order to enable proper understanding of  
the accounts to be reached.**



**K H Goldsworthy FFA FIPA FTA  
Goldsworthy & Co  
Incorporated Financial Accountants  
30 Fotherley Road  
Shenstone  
Lichfield  
WS14 0NJ**

Date

**27/6/2023**

## FRIENDS OF SHENSTONE TOWER

STATEMENT OF FINANCIAL ACTIVITIES  
12 MONTHS TO 31st DECEMBER

	2022		2021
	£		£
<b>INCOME</b>			
Grants :-			
Historic England	233,001		196,730
HS2	56,170		28,000
Pilgrim Trust	5,000		
Leche Trust	2,000		
Community Foundation of Staffordshire	1,000		
Garfield Weston			10,000
Bells			1,000
Donations	2,399		5,922
<b>TOTAL INCOMING RESOURCES</b>	<b>299,570</b>		<b>241,652</b>
<b>EXPENDITURE</b>			
Groundworks	306,800		149,216
Landscaping	9,000		
Fixtures & Fittings	3,762		
Professional Fees	23,534		12,445
Insurance	4,941		684
Electricity	575		-
Subscriptions			100
Bank Charges	72		72
Sundry Expenses	1,567	350,251	133
			162,650
<b>EXCESS OF INCOME OVER EXPENDITURE</b>			<b>79,002</b>
<b>EXCESS OF EXPENDITURE OVER INCOME</b>	<b>50,681</b>		

BALANCE SHEET  
AS AT 31ST DECEMBER

	2022		2021
	£		£
<b>The assets and liabilities of the charity</b>			
<b>Current Assets</b>			
Cash at Bank and in hand	41,242		91,923
	<b>41,242</b>		<b>91,923</b>
<b>The funds of the charity</b>			
Unrestricted Income Funds -brought forward	91,923		12,921
Excess of Income over expenditure for the year			79,002
Excess of Expenditure over Income	(50,681)		
<b>Total Charity Funds</b>	<b>41,242</b>		<b>91,923</b>
<b>Note:-</b>			
Total Direct Costs to Date of the Tower Renovation	521,867		

J D Cotton - Chairman

Approved by the Trustees on

27/6/23



## FRIENDS OF SHENSTONE TOWER

### Notes to the Accounts - 31st December 2022

#### 1 Accounting Policies

##### Basis of preparing the financial statements

The accounts of the charity have been prepared in accordance with the Charities SORP (FRS102) 'Accounting and Reporting by Charities: Statement of Recommended practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019), Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Charities Act 2011'

##### Accounting Convention

The accounts have been prepared under the historical cost convention

##### Taxation

As a registered charity, the charity is exempt from Income and Corporation Tax to the extent that its income and gains are applicable to charitable purposes only.

Value Added Tax is not recoverable by the charity and it is therefore included in the relevant costs in the Statement of Financial Activities

##### Funds Structure

The charity maintains a general unrestricted fund which represents funds which are expendable at the discretion of the trustees in furtherance of the objects of the charity. Such funds may be held to finance both working capital and capital investment.

##### Income Accounting Policy

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items have been met, it is probable that the income will be received and the amount can be measured reliably.