



Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day 15	Month June	Year 2020		Day 14	Month June	Year 2021

Section A Reference and administration details

Charity name

The Emily Davison Memorial Project

Other names charity is known by

Registered charity number (if any) 1189945

Charity's principal address

7 Waterloo Road

Epsom

Surrey

Postcode

KT19 8AY

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	Sarah Dewing	Chair	n/a	
2	Peter Stamps	Treasurer	n/a	
3	Paul Taylor	Vice Chair	n/a	
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Council Representative	Eber Kingdon	Epsom Town Hall, Epsom, Surrey

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

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable Incorporated Organisation
Trustee selection methods (eg. appointed by, elected by)	The Board selects

Additional governance issues (Optional information)

<p>You may choose to include additional information, where relevant, about:</p> <ul style="list-style-type: none"> • policies and procedures adopted for the induction and training of trustees; • the charity's organisational structure and any wider network with which the charity works; • relationship with any related parties; • trustees' consideration of major risks and the system and procedures to manage them. 	<p>The charity works with Epsom & Ewell Borough Council and Go Epsom, the BID for Epsom town centre.</p> <p>The charity exists solely to create and install a statue of Emily Wilding Davison in Epsom. Once this is achieved, the charity will be wound down as per the Charity Commission guidelines.</p>
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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

The commissioning of a permanent memorial commemorating the life of suffragette Emily Davison. The promotion of related awareness and educational activities.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Since the middle of June 2020 we made good progress towards our goal of installing the statue, despite the challenges of Covid restrictions and uncertainty. This was due to the commitment, determination and hard work of the committee. The statue was installed in Epsom Market place on 8th June 2021

The main milestones on this journey were as follows:

Charitable status

This was gained in June 2020, thanks to the support of a local solicitor. This also gave us the ability to claim Gift Aid on donations.

Gift Agreement with the Council

This was negotiated and agreed with the Council, in August 2020. It agreed to put £20,000 towards the target of £50,000 and take ownership of the statue following installation, including on-going insurance and maintenance.

Town Centre BID sponsorship secured.

Following a presentation to the Board, the BID agreed to match the Council's £20,000 contribution, with funds transferred in June 2020. As part of the agreement, EDMP gave the BID two one-third size bronze resin maquettes of the statue, one for the Council offices and one to be displayed at the racecourse. In addition, the BID manager agreed to assist us and to hire a PR company to help with the promotion of the unveiling.

Other Sponsorship and Donations.

We received a significant donation from a local solicitor and several smaller ones from local businesses. In addition we received many small donations from the public through our website and directly through several promotional activities in the town and were able to raise and even exceed the remaining £10,000 towards our target of £50,000 by the end of August 2020. This fortunately gave us some contingency for unforeseen additional costs.

Statue Fabrication

The artist's timeline for the creation of the life-size clay model and mould of Emily was not significantly affected by the second Covid-19 lockdown, but the casting at the foundry was delayed by several weeks. However, we were assured that casting would be completed by the end of January. The provisional date for the unveiling was 8th March 2021 (international Women's Day) until it had been extended to 8th June (The day Emily died) in January 2021, due to the continuing restrictions.-

Bench Fabrication

In September 2020, the bench fabricator informed us that the company in Europe from which they were sourcing the granite had gone out of business. Luckily they were able to find a different company that could provide it at the same cost. Some time was lost but work began on it in January 2021.

Bench Engraving

There was discussion around whether to engrave directly onto the bench legs or onto brass plaques that would be attached to the legs. The decision initially was to use brass plaques, due to time constraints to complete the statue by March. Engraving directly onto the legs would have required an additional step in the logistics process as well as extra costs. However, in January, when the date of the unveiling was extended to June, it was decided to go with engraving directly onto the bench, as time constraints were no longer such an issue and it was felt it would look better and justify the extra cost.

Brass Ground Plaque

After much discussion about the type of information board we wanted to accompany the statue, the Council decided it did not want another large item placed in the refurbished Market Place. It was subsequently agreed that a brass plaque with essential information would be installed on the ground next to the statue instead. The Council contributed to the cost of the plaque.

Site Permissions, Preparation and Installation

In November 2020, EDMP became aware of a change to the specific location where the statue would be installed in the market place. After negotiations with the Council, a slight change in orientation and location was agreed, along with a reduction in the length of the bench, in order to remain within the foundations that had already been put in place.

Planning permission was not required for the statue but the market place location agreed with Epsom and Ewell Borough Council is on land controlled by the Highways Department of Surrey County Council. EDMP was required to produce complex calculations in order to comply with its regulations to obtain permission to install the statue in that location. The Council began assisting EDMP with this complex process in November. We were also obligated to hire a structural engineer to assist us in this process, as did the logistics company, at the start of 2021.

Logistics

Due to the complex nature of the statue, given the many different parts that needed to be fabricated, transported and combined from several different locations, EDMP agreed that the foundry should outsource the logistics to a specialist fine art logistics company. This involved an additional cost, which was possible to cover, due to our small contingency fund. It was agreed that communication between the artist, foundry, EDMP, the Epsom Council, Surrey County Council and the logistics company would be essential to ensure the smooth coordination for successful outcome.

Publicity, Communications and Education

Several committee members took on the task of actively promoting the project on our Facebook page (Emily Davison Memorial), website (www.emilydavisonproject.org), Instagram (@emilydavisonproject) and Twitter (@emilymemorial) accounts and at various local and national events. The Council also promoted it through their print and online media. We were also contacted by several journalists and academics who subsequently published theses and articles about different aspects of the project.

Throughout the process of creating and installing the bronze statue, the Vice-Chair videoed the artist explaining each stage of the process of making a bronze statue. These were posted on our social media platforms and were intended as a permanent record of the statue's creation and installation. The installation and unveiling events were covered by both local and national media and a community arts filmmaker is currently involved in making an educational film for schools and other organisations.

An audio recording of Emily's life is in the process of being posted on YouTube and will be accessible through a permanent QR code placed on the bench, so visitors can use their smart phones to listen to it.

Unveiling Event

Originally we planned for a VIP unveiling on site in the market place followed by a larger event at the racecourse on International Women's Day, 8th March 2021. A guest list was drawn up, invitations sent and contact was made with the Queen's Stand. However, as Covid restrictions increased once more, it became apparent that this date and this type of event may not be possible and at the January meeting it was decided to change the date to 8th June 2021, the anniversary of Emily's death, with an installation date of 1st June, agreed with the Council and logistics company..

It was challenging to plan an event with Covid-19 restrictions changing almost every week, but thanks to the events subcommittee and the support of the BID Manager and the PR company she hired, we were able to put together a much smaller, more intimate unveiling event at the Market Place with Emily centre-stage, acknowledging her achievements and placing them in a contemporary context, and recognising those who had supported the project. The live unveiling recording can be seen on the following link: <https://youtu.be/2jn3dQGoFTg>

Completion of the Project

Ten days after the unveiling of the statue, the Council took ownership of it, and it is now a very popular permanent fixture in the Market Place.

Declaration

The trustees have full regard to the Charity Commission's Guidance on public benefit and are confident that all the activities undertaken by the Charity are exclusively for the benefit of the public.

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Summary of the main achievements of the charity during the year

Organised and managed the following aspects of the project:

1. Reached and exceeded the fundraising target.
2. Worked collaboratively with multiple partners to create and combine the many different parts of the statue:
 - Bronze figure
 - Granite bench
 - Bronze ground plaque
 - Granite etching
 - Foundations
3. Successfully achieved all permissions and other conditions required by sponsors and both local and district councils.
4. Worked in cooperation with the Council, artist and logistics company to successfully install the statue in the assigned location within the Market Place.
5. Worked flexibly and collaboratively to create a successful unveiling event within the limits of the Covid-19 guidelines.
6. Successfully handed over ownership of the statue to Epsom & Ewell Borough Council, that has committed to insure and maintain the statue in perpetuity.

Section E Financial review

Brief statement of the charity's policy on reserves

None

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Fundraising

Primary sources were:

Epsom & Ewell Borough Council
Go Epsom (Epsom BID)
Donations from local business
Individual donations.

All donations were used to achieve the successful installation of the statue

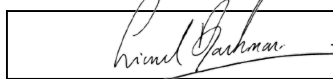
Section F Other optional information

Section G Declaration

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

Signed on behalf of the charity's trustees

Signature(s)



Full name(s)

Lionel Blackman Solicitor

Position (eg Secretary, Chair, etc)

Secretary

Date

23/11/2021

**Emily Davidson Memorial Project
Independent Examiners Report
For The Year Ended 14 June 2021**

Independent examiner's report to the trustees of Emily Davison Memorial Project

I report to the trustees on my examination of the accounts of The Emily Davison Memorial Project for the period ended 14 June 2021.

Responsibilities and basis of report

As the charity 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 Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the 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 Trust 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.

Signed:



Name: Maria Vetrone

Professional qualification: Chartered Institute of Public Finance & Accountancy (CIPFA)

Address: Briardale, Oakhill Road, Headley Down, Hampshire, GU35 8EW

Date: 22 November 2021

**Emily Davidson Memorial Project
Profit and Loss Account
For The Year Ended 14 June 2021**

	Notes	2021 £
Turnover		<u>60,119</u>
Cost of Operations		54,161
Operating Profit for the Financial Year		<u>5,958</u>

The notes on page 8 form part of these financial statements.

**Emily Davidson Memorial
Project Balance Sheet
As at 14 June 2021**

	Notes	2021 £
Current Assets		
Cash at Bank and in Hand		11,068
		<u>11,068</u>
Current Liabilities		
Accruals		5,110
		<u>5,110</u>
Net Current Assets		<u>5,958</u>
Net Assets		<u>5,958</u>
Profit and Loss account		5,958
Total Funds		<u>5,958</u>

Member's responsibilities

- The members have not required the project to obtain an audit.
- The chair acknowledges her responsibilities for complying with the requirements of accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

On behalf of the board

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Ms Sarah Dewing

21/10/2021

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**Emily Davidson Memorial Project
Notes to the Financial Statements
For The Year Ended 14 June 2021**

1. Accounting Policies

1.1. Basis of Preparation of Financial Statements

The financial statements are prepared under the historical cost convention and in accordance with the FRS 102 Section 1A Small Entities - The Financial Reporting Standard applicable in the UK and Republic of Ireland and the Companies Act 2006.

1.2. Turnover

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue received from supporters of the project.

2. Average Number of Employees

Average number of employees, including directors, during the year was as follows: NIL

3. Accruals

Accruals represents expenditure incurred at the balance sheet date but not paid.

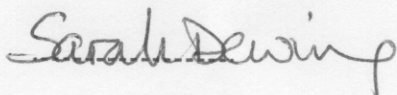
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