

**Company Registration Number: 1370507**  
**Registered Charity Number: 276485**

**THE LEATHER CONSERVATION CENTRE**  
**(A Company Limited by Guarantee)**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FORTHEYEARENDED**

**30TH SEPTEMBER 2023**

**THE LEATHER CONSERVATION CENTRE**  
(A Company Limited by Guarantee)

**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDING 30<sup>TH</sup> SEPTEMBER 2023**

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**ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDING 30<sup>TH</sup> SEPTEMBER 2023**

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Company Number: 1370507

Registered Charity Number: 276485

Address: Grosvenor Chambers  
Grosvenor Centre  
Northampton  
Northants  
NN1 2EW

Trustees: J W Tusting. Chairman  
PM Farmar  
Mrs R Garwood  
M Pebody  
M S Pearson  
M Redwood  
D Sully  
Ms Nicole Gilroy  
Angela Middleton (appointed 19.08.23)

Registered Office: Grosvenor Chambers  
Grosvenor Centre  
Northampton  
Northants  
NN1 2EW

Bankers: HSBC  
100 Old Broad Street  
London  
EC2N 1BG

Independent Examiner: Lorraine Scullion MAAT  
17 Peregrine Place  
East Hunsbury  
Northampton  
NN4 0SL

**THE LEATHER CONSERVATION CENTRE**  
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The trustees are pleased to present their report and the unaudited accounts of the charity for the year ended 30<sup>th</sup> September 2023.

**Directors and Trustees**

The directors of the charitable company (the charity) are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

**Government Document**

The Charity is constituted as a company limited by guarantee, and governed by its Memorandum and Articles of Association. There is no share capital and every member of the company undertakes to contribute to the assets of the company while she/he is a member or within one year after she/he ceases to be a member, such amounts as may be required, not exceeding £1.00 in the event of winding up. The company is registered under the Charities Act 2011 and as such is not liable to income tax, corporation tax and capital gains tax.

**Objects of the Charity**

The Centre was established as a permanent organisation to co-ordinate and improve the knowledge, methods and working standards needed to protect and preserve leather objects for the benefit of the public, to promote research into leather conservation and to disperse knowledge through education and training. It has the more general aim to promote the conservation and restoration of leather objects for the public benefit.

The Trustees have had due regard to the guidance published by the Charity Commission on public benefit and in particular the supplementary guidance on public benefit and fee charging.

**Appointment of Trustees**

Members of the organisation can be co-opted during the year and nominated for election to the Executive Committee at the Annual General Meeting. The Board of Trustees consists of not more than 20 members who can serve for a period of three years before being nominated for re-election. Recruitment of Trustees is undertaken according to the skill mix required for the Committee and in accordance with the nomination process for the organisation.

**Trustee Induction and Training**

New Trustees are issued with an induction pack including a copy of the Articles of Association, Trustee Code of Conduct Guidelines, a list of current trustees and staff, a brief history of the Centre, current publicity material and financial statements. This includes a briefing of legal objections under charity and company law.

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**Organisation**

The Board of Trustees administers the charity. The board meets three or four times a year and there are sub-committees covering finance and marketing which can meet more frequently if required. The Head of Conservation manages the Centre on a day to day basis with delegated authority for operational matters including administrative and conservation activities, within terms of delegation approved by the trustees.

**Risk review**

The Board of Trustees continues to review the risks to which the charity is exposed and systems are in place to mitigate these risks. Awareness of significant risks to funding has led to the development of a longer term strategic plan to diversify sources of funding and fee earning activities.

**Achievements and Performance**

The Leather Conservation Centre has enjoyed a considerable diversity of activities over the past 12 months, focusing its efforts on conservation education, expanding its specialist areas of knowledge, as well as working on a broad range of objects.

Below are listed some of the significant achievements from the past year.

Phase one of a large project assessing, conserving and rehousing the Roman leather collections at Tullie House.

Preparing two belts for display at Saddlers Hall.

Conservation treatment of a large leather bottle in the shape of Charles I.

Conservation of the leather interior of an 1899 Bursey Electric Cab for the Science Museum.

Replication of a gilt leather panel using traditional techniques, including the carving of a pear wood mould.

Consultation on the conservation of the children's shoe collection at the Auschwitz State Museum.

Conservation of a selection of books and parchment documents from Leathersellers' Hall.

In-house training for a conservator from Science Museum on the topic of the conservation of automotive leather.

Archaeological leather conservation course, ran collaboratively with Historic England.

**Staff**

Currently we have 3 members of staff, Rosie Bolton (Studio manager), Arianne Panton (Senior Conservator), and Cindy Clift (Accounts administrator).

**Financial Review**

The results for the year and the charity's financial position at the end of the year are shown in the attached accounts.

The Statement of Financial Activities shows a net gain of £28,211

**THE LEATHER CONSERVATION CENTRE**  
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**Investments, Powers and Policy**

Under the Articles of Association, the charity has the power to invest in any way the Trustees wish.

**Plans for the Future**

The Leather Conservation Centre plans for the future are still under consideration and the option of Pilot house in Leicester are one of the options. The next year will hopefully resolve the new location for the Leather Conservation centre.

**Public Benefit Statement**

The Centre benefits the public in a number of ways. The long-term preservation and conservation of historic objects made wholly or partly of leather ensures that these items are available for the public to view, and in some cases use, both now and in the future. The Centre advances knowledge and education in conservation by providing guidance, advocacy, training and education opportunities for the conservation profession and the wider heritage community. The Centre is also committed to public benefit through promoting public understanding of and access to the conservation of cultural heritage by giving talks to interested parties to further the public's understanding and awareness of conservation

**Related Parties**

The Centre has close relationships with the Worshipful Company of Leathersellers, the Worshipful Company of Saddlers and the University of Northampton. All three organisations nominate a representative to serve on the Board of Trustees.

**Reserves**

The current reserve policy is to maintain sufficient cash flow for known commitments, and the replacement of certain assets. Not all grants are received at the beginning of the financial year others are received in arrears.

**THE LEATHER CONSERVATION CENTRE**  
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**DIRECTOR'S RESPONSIBILITIES**

**FOR THE YEAR ENDING 30<sup>TH</sup> SEPTEMBER 2023**

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Company law requires the members of the Executive Committee to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the income and expenditure of the company for that period. In preparing those financial statements the Executive Committee are required to:

- Select suitable accounting policies and then apply them consistently:
- Make adjustments and estimates that are reasonable and prudent:
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue its activities.

The members of the Executive Committee are responsible for maintaining proper Accounting records, which disclose with reasonable accuracy at any time the Financial position of the company and to enable them to ensure that the financial Statements comply with the Companies Act 2006. They have general Responsibility for taking such steps as re reasonably open to them to safe guard The assets of the company and to prevent and detect fraud and other Irregularities.

This report was approved by the trustees at a management meeting held on 23rd February 2024 and signed on their behalf

  
J W Tusting

Director/Trustee

I report on the accounts of the Company for the year ended 30th September 2024 which are set out on the attached pages 7 to 15

**Respective responsibilities of trustees and examiner**

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 (2) of the Charities Act 2011 and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- Examine the accounts under section 145 of the 2011 Act:
- Follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act.
- State whether particular matters have come to my attention.


**Basis of independent examiner's statement**

My 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 of the accounts, and seeking explanations from you as 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**

In connection with my examination, no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect, the requirements:
  - To keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - To prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities.have not been met; or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
Lorraine Scullion MAAT  
11<sup>th</sup> March 2024



**STATEMENT OF FINANCIAL ACTIVITIES**

**FOR THE YEAR ENDED 30th SEPTEMBER 2023**

	Notes	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Unrestricted 2022 £	Restricted 2022 £
<b>Income and endowments from:</b>						
Donations and legacies	1	1,000	-	1,000	1,216	-
Charitable activities	2	85,638	60,000	145,638	85,747	19,000
Investments		276	-	276	4	-
Other		-	-	-	-	-
<b>Total Income and endowments</b>		<b>86,914</b>	<b>60,000</b>	<b>146,914</b>	<b>86,967</b>	<b>19,000</b>
<b>Expenditure on:</b>						
Raising funds		-	-	-	-	-
Charitable Activities	3	114,943	3,760	118,703	130,816	14,633
Other		-	-	-	-	-
<b>Total Expenditure</b>		<b>114,943</b>	<b>3,760</b>	<b>118,703</b>	<b>130,816</b>	<b>14,633</b>
Transfer between funds		(28,029)	56,240	28,211	(43,849)	4,367
<b>Net movement in funds</b>						
Total funds brought forward		45,305	8,367	53,672	89,154	4,000
<b>Total funds carried forward</b>		<b>17,276</b>	<b>64,607</b>	<b>81,883</b>	<b>45,305</b>	<b>8,367</b>

*All of the activities of the charitable company are classed as continuing.*

*There are no recognised gains or losses other than those included in the Statement of Financial*

*Activities shown above.*

# THE LEATHER CONSERVATION CENTRE

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(A Company Limited By Guarantee)

## STATEMENT OF FINANCIAL POSITION

AT 30th SEPTEMBER 2023

Company Number: 1370507

	Notes	Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
<b>ASSETS:</b>					
<b>Fixed Assets</b>	<b>5</b>	19,209	-	19,209	25,614
<b>Current Assets</b>					
Debtors	<b>6</b>	13,233	-	13,233	3,790
Cash at Bank		(4,278)	64,607	60,329	27,990
		8,955	64,607	73,562	31,780
<b>Creditors</b>					
Amounts falling due within one year	<b>7</b>	(10,888)	-	(10,888)	(3,722)
		(10,888)	-	(10,888)	(3,722)
<b>Net Current Assets</b>		(1,933)	64,607	62,674	28,058
<b>NET ASSETS</b>		<b>17,276</b>	<b>64,607</b>	<b>81,883</b>	<b>53,672</b>

<b>FUNDS</b>		Unrestricted 2023 £	Restricted 2023 £	Total 2023 £	Total 2022 £
Unrestricted					
General Reserve	<b>8</b>	17,276	-	17,276	45,305
Restricted	<b>9</b>	-	64,607	64,607	8,367
		<b>17,276</b>	<b>64,607</b>	<b>81,883</b>	<b>53,672</b>

# THE LEATHER CONSERVATION CENTRE

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(A Company Limited By Guarantee)

## STATEMENT OF FINANCIAL POSITION - CONTINUED

AT 30th SEPTEMBER 2023

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The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 30th September 2023

The members have not required the charitable company to obtain an audit of its financial statements for the year ended 30th September 2023 In accordance with Section 476 of the Companies Act 2006.

The directors/trustees acknowledge their responsibilities for

(a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and

(b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved by the Board of Trustees on 23rd February 2024 and signed on their behalf

  
J W Tusting      Director

The notes on page 10 to 15 form part of these financial statements

**PRINCIPAL ACCOUNTING POLICIES****FOR THE YEAR ENDED 30th SEPTEMBER 2023**

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**Accounting Policies**

The financial statements of the charitable company, 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.

**Format**

The company has taken advantage of the provisions of the Companies Act 2006 and presented an income and expenditure account in the form of a Statement of Financial Activities on the grounds that it enables the financial statements to show a true and fair view of the result for the year.

**Tangible fixed assets and depreciation**

Depreciation is calculated to write down the cost of all tangible fixed assets by instalments over the expected useful lives. The period generally applicable:

Computer/IT equipment	33% straight line basis
Fixtures and fittings	25% straight line basis
Alterations	12.5% straight line basis

**Incoming Resources**

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. Grants are brought into account on a receivable basis

**Gifts in Kind and Donated Services and Facilities**

Gifts in kind, donated facilities and voluntary help, are not included in the financial statements since it is not considered practical to quantify such income.

**Resources Expended**

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Expenditure is stated exclusive of value added tax.

**Fund accounting**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors or which have been raised by the charity for particular purposes.

**NOTES TO THE ACCOUNTS**

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**Reserves**

The current reserve policy is to maintain sufficient cash flow for known commitments, and the replacement of certain assets.

**Risk**

The Directors/Board of Trustees do not believe the organisation is subject to any substantial risk beyond those disclosed in the Annual Report and Accounts.

The organisation has insurance to protect it in the case of a claim.

**Pension costs**

The Charity operates a NEST pension scheme for employees. The annual contributions payable are charged in the Statement of Financial Activities

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDING 30th SEPTEMBER 2023**

	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Note 1 Donations</b>				
Curriers Company Charitable Fund	1,000	-	1,000	1,000
Other	-	-	-	216
	<b>1,000</b>	<b>-</b>	<b>1,000</b>	<b>1,216</b>
<b>Note 2 Charitable Activities</b>				
Training Courses	3,918	-	3,918	-
Sale of monographs	308	-	308	221
Conservation fees	77,255	-	77,255	47,205
Other income	157	-	157	821
<b>Grants</b>				
Worshipful Company of Saddlers	4,000	-	4,000	4,000
Worshipful Company of Leathersellers	-	30,000	30,000	52,500
The Leathersellers Foundation	-	30,000	30,000	-
	<b>85,638</b>	<b>60,000</b>	<b>145,638</b>	<b>104,747</b>

Overseas sales amounted to £8,469 (2022:£214.50)

<b>Note 3 Charitable Activities</b>				
Employment Costs <b>4</b>	75,470	3,760	79,230	79,750
Recruitment	-	-	-	-
Self Employed	2,579	-	2,579	1,115
Intern Costs	-	-	-	-
Rent/Rates/Utilities	15,192	-	15,192	18,388
Office/running Costs	3,368	-	3,368	2,952
Publicity	1,363	-	1,363	1,241
Equipment R&M	636	-	636	-
Insurance	4,984	-	4,984	3,918
Other Costs	79	-	79	652
Training	1,409	-	1,409	833
Conservation Materials & equipment	1,605	-	1,605	3,696
Depreciation	6,405	-	6,405	19,359
Professional Fees	1,048	-	1,048	11,562
Maintenance	-	-	-	1,039
<b>Governance</b>				
Independent Examination	805	-	805	944
	<b>114,943</b>	<b>3,760</b>	<b>118,703</b>	<b>145,449</b>

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDING 30th SEPTEMBER 2023**

<b>Note 4</b>	<b>Employment Costs</b>	<b>4</b>				
	Salaries		65,997	3,760	69,757	71,764
	NIER		361	-	361	2,576
	SMP		-	-	-	-
	ER Pension		1,531	-	1,531	1,447
	Travel		7,581	-	7,581	3,963
			<b>75,470</b>	<b>3,760</b>	<b>79,230</b>	<b>79,750</b>

There are no employees being paid in excess of £60,000 per annum (2022:£nil)

The number of employees during the year was: 3 (2022:3.5)

During the year the trustees received £nil (2022:£nil) remuneration .

The total expenditure reimbursed to the trustees amounted to £nil (2022:£nil)

Remuneration paid to Key Management Personnel in the year £59,723

<b>Note 5</b>	<b>Fixed Assets</b>		<b>Fixtures and Fittings</b>	<b>Total 2023</b>	<b>Total 2022</b>
	<b>Cost or Valuation</b>		<b>£</b>	<b>£</b>	<b>£</b>
	Balance at 1 October 2022		103,050	103,050	103,050
	Additions during the year		-	-	-
	<b>At 30 September 2023</b>		<b>103,050</b>	<b>103,050</b>	<b>103,050</b>

<b>Depreciation</b>					
Balance at 1 October 2022		77,436	77,436	58,077	
Charge in the year		6,405	6,405	19,359	
<b>At 30 September 2023</b>		<b>83,841</b>	<b>83,841</b>	<b>77,436</b>	

**Net book value**

At 30 September 2023	<b>19,209</b>	<b>19,209</b>
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At 30 September 2022		<b>25,614</b>
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	<b>Unrestricted</b>	<b>Restricted</b>	<b>Total</b>	<b>Total</b>
	<b>2023</b>	<b>2023</b>	<b>2023</b>	<b>2022</b>
<b>Note 6</b>	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Debtors</b>				
Sundry Debtors	10,275	-	10,275	866
Pre-Paid Debtors	2,958	-	2,958	2,924
	<b>13,233</b>	<b>-</b>	<b>13,233</b>	<b>3,790</b>

**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDING 30th SEPTEMBER 2023**

		Unrestricted	Restricted	Total	Total
		2023	2023	2023	2022
		£	£	£	£
<b>Note 7</b>	<b>Creditors</b>				
	Sundry/Trade creditors	(5,883)	-	(5,883)	(185)
	Accruals	(850)	-	(850)	(960)
	Tax & Social Security costs	(4,155)	-	(4,155)	(2,577)
		<b>(10,888)</b>	<b>-</b>	<b>(10,888)</b>	<b>(3,722)</b>
<b>Note 8</b>	<b>Unrestricted Reserves</b>	<b>Opening</b>	<b>Movement</b>	<b>Movement</b>	<b>Transfer</b>
		<b>balance</b>	<b>In</b>	<b>Out</b>	<b>between</b>
		<b>01.10.22</b>			<b>funds</b>
	Unrestricted	39,733	86,914	(114,100)	-
	Designated - Betty Haines	5,572	-	(843)	-
	Project				
		<b>45,305</b>	<b>86,914</b>	<b>(114,943)</b>	<b>-</b>
					<b>30.09.23</b>
					<b>17,276</b>

Betty Haines Project - Archive digitisation project

**Comparative:**

Unrestricted Reserves	Opening	Movement	Movement	Transfer	Closing
	balance	In	Out	between	Balance
	01.10.21			funds	30.09.22
Unrestricted	79,874	79,467	(119,608)	-	39,733
Designated - Betty Haines	9,280	7,500	(11,208)	-	5,572
Project	<b>89,154</b>	<b>86,967</b>	<b>(130,816)</b>	<b>-</b>	<b>45,305</b>

Betty Haines Project - Archive digitisation project

<b>Note 9</b>	<b>Restricted Funds</b>	<b>Opening</b>	<b>Movement</b>	<b>Movement</b>	<b>Transfer</b>	<b>Closing</b>
		<b>balance</b>	<b>In</b>	<b>Out</b>	<b>between</b>	<b>Balance</b>
		<b>01.10.22</b>			<b>funds</b>	<b>30.09.23</b>
	The Leathersellers' Company					
	Charitable Trust - ADV Grant	4,367	-	-	-	4,367
	Worshipful Company of					
	Saddlers	4,000	-	-	-	4,000
	The Leathersellers' Company	-	30,000	(3,760)	-	26,240
	The Leathersellers' Foundation	-	30,000	-	-	30,000
		<b>8,367</b>	<b>60,000</b>	<b>(3,760)</b>	<b>-</b>	<b>64,607</b>

Leathersellers Company Charitable Trust - ADV Grant - Project management costs for proposed move to Chester House.

Worshipful Company of Saddlers - For repair of items in conjunction with Museum of Leathercraft in Northampton

The Leathersellers' Company - To support the 1st year relocation costs of LCC to Pilot House

The Leathersellers' Foundation - To support the relocation costs of LCC to Pilot House



**NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDING 30th SEPTEMBER 2023**

**Comparative:**

**Restricted Funds**

	<b>Opening balance 01.10.21</b>	<b>Movement In</b>	<b>Movement Out</b>	<b>Transfer between funds</b>	<b>Closing Balance 30.09.22</b>
The Leathersellers' Company Charitable Trust - ADV Grant	-	15,000	(10,633)	-	4,367
Worshipful Company of Saddlers	4,000	4,000	(4,000)	-	4,000
National Lottery Heritage Fund	-	-	-	-	-
	<b>4,000</b>	<b>19,000</b>	<b>(14,633)</b>	<b>-</b>	<b>8,367</b>

Leathersellers Company Charitable Trust - ADV Grant - Project management costs for proposed move to Chester House.

Worshipful Company of Saddlers - For repair of items in conjunction with Museum of Leathercraft in Northampton

National Lottery Heritage Fund - Towards the cost of setting up and running a repair studio

**Note 10 Pension Scheme**

The Charity operated a defined contribution pension scheme until January 2019.

The assets are held separately from those of the Company in an independently administered fund. The pension cost charge represents contributions payable by the Company to the fund and amounted to £nil (2022:nil)

They also contribute to the NEST pension scheme which is continuing employer contributions in the year amounted to £1,531 (2022:£1,447)

**Note 11 Ultimate Controlling Party**

The company is under the ultimate control of its directors, and whose names are shown at the front of the financial statements.