

**SURREY HISTORIC BUILDINGS TRUST LIMITED**

**ACCOUNTS FOR THE YEAR ENDED**

**31 MARCH 2021**



**REPORT AND FINANCIAL STATEMENTS**

**1 APRIL 2020 - 31 MARCH 2021**

# **SURREY HISTORIC BUILDINGS TRUST LIMITED**

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# **SURREY HISTORIC BUILDINGS TRUST LIMITED**

## **REFERENCE AND ADMINISTRATIVE INFORMATION 31 March 2021**

**Charity Number – 279240  
Company Number – 1469964**

### **Independent Examiners**

DSK Partners LLP  
Chartered Accountants  
75 Park Lane  
Croydon  
CR9 1XS

### **Bankers**

HSBC  
Kingston Branch  
54 Clarence Street  
Kingston upon Thames  
KT1 1NP

### **Supporting Officers to the Trust**

Surrey County Council (SCC)  
Woodhatch Place,  
11 Cockshot Hill, Reigate,  
Surrey, RH2 8EF

### **Principal/Registered Office**

Surrey County Council  
Woodhatch Place,  
11 Cockshot Hill, Reigate,  
Surrey, RH2 8EF

# **SURREY HISTORIC BUILDINGS TRUST LIMITED**

## **TRUSTEES' REPORT 2020-21**

The Trustees present their annual report and financial statements of the charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the policies set out in Note 1 to the accounts and comply with the charity's articles of association, the Charities Act 1993 and the Statement of Recommended Practice: Accounting and Reporting by Charities, 2005.

### Structure, Governance and Management

Surrey Historic Buildings Trust Ltd was formed in December 1979 with a private donation and matched funding from Surrey County Council. It was established as a company limited by guarantee and not having share capital (reg.no. 1469964) and registered with the Charity Commission as a charity (no. 279240).

The Trust had a board comprising 11 Trustees during 2020-21: Angela Fraser DL (Chairman), Nicholas Skellett CBE (Vice-Chairman), Mr David Davis DL, Christine Manly, Hazel Morris, Amanda Lewis, Jennifer Powell, Julie Summers, Colin Taylor, Sarah Sullivan and Michael Sydney.

The Trust is advised by Christopher Reynolds, County Historic Buildings Officer and a member of Surrey County Council's Historic Environment Planning Team. The Secretary and Administrator of the Trust is Andy Smith, who has responsibility for all administration, record-keeping, publicity, and communications.

Martin Higgins, the Trust's longstanding Conservation Adviser, stepped down from this role at the end of the period under review, following his retirement as senior Historic Buildings Officer at Surrey County Council. Trustees extend their gratitude to Martin Higgins' long service and valuable contribution to the work of the Trust.

### Statement of Public Benefit

The Trustees of Surrey Historic Buildings Trust Ltd have paid due regard to the guidance on public benefit produced by the Charity Commission and are confident that the work of the Trust meets all the criteria for public benefit.

### Objectives

The primary purpose of the Trust is to preserve for the benefit of the public such of the historical, architectural, and constructional heritage as may exist in Surrey in the form of buildings, gardens, plant machinery or monuments. In fulfilling its objectives, the Trust may (among other things) purchase, sell or restore buildings, make grants and provide advice to owners, work in conjunction with public or charitable bodies, and foster interest in Surrey's built heritage by way of visits, lectures and other events.

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general information on public benefit when reviewing the Trust's aims and objectives and in planning future activities and setting the grant-making policy.

# **SURREY HISTORIC BUILDINGS TRUST LIMITED**

## **Grants**

During the financial year 2020-21 the Trust considered and agreed a number of grants under its Small Grants Scheme. There were fewer grants than usual, owing to the Covid-19 pandemic which reduced the amount of historic building conservation work being carried out across the county. However, the following grants were among those approved by the Trust in the past year:

St Peter's Church Lychgate, Newdigate: The Trust offered a grant of £4,750 toward the repairs of a lychgate at St Peter's Church. The lychgate was built in 1876 by the architect TEC Streatfeild and is a timber framed structure with a Horsham Stone roof. As Horsham Stone is a distinctive Surrey material which is no longer quarried, the Trustees agreed the project was worthy of a relatively high grant. Works included re-laying the roof, repairs to the timber boarding and the reinstatement of the cross based on historic photographs.

Hascombe Fountain, Hoe Lane, Hascombe: Hascombe Fountain is a distinctive Grade II listed drinking fountain by Edward Lee Rowcliffe which was completed in 1877. It is constructed of Bargate Stone with a granite water trough. Repairs included removing cementitious pointing, tying in stonework and removing vegetation. A grant of £1,020 was offered for the work.

Geraldine Ceiling, West Horsley Place: West Horsley Place is a Grade I listed country house which is currently on the Heritage at Risk Register. The building dates back to the 15<sup>th</sup> and was refaced in the 17<sup>th</sup> century when a new wing was added. Following the gift of the building to Sir Anthony Browne in 1547 a plaster ceiling was added to the Geraldine Room. In 2019 the West Horsley Place Trust discovered cracks in the ceiling and propped the structure to prevent it from collapsing. The Trust offered a grant of £4,000 toward the survey and analysis of the ceiling in advance of a much a larger scheme of works being carried out on this nationally important historic structure.

Gertrude Jekyll Greenhouse, Munstead Wood, Heath Lane, Busbridge: The Trust offered a grant of £3,000 toward the repair of a greenhouse used by notable Surrey garden designer Gertrude Jekyll. Jekyll was a nationally important garden designer whose Arts and Crafts gardens can be found across the country. She was primarily based at Munstead Wood in Busbridge and the greenhouses were an important part of her work. The works include timber repairs and re-glazing the building where necessary.

## **Surrey Heritage Awards**

There have been no Awards during 2020-21 as the Trust very reluctantly decided to put the Awards scheme on hold for the duration of the Covid-19 pandemic. It is hoped to restart the Awards programme in 2022.

## **Annual General Meeting 2020**

The Annual General Meeting of Surrey Historic Buildings Trust Ltd was held online via Zoom on Wednesday 23 September 2020. The Trust's Patron, Michael More-Molyneux, Lord-Lieutenant of Surrey, presided. Angela Fraser was in the chair. The

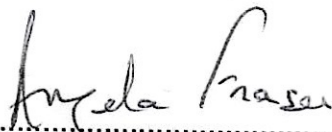
## SURREY HISTORIC BUILDINGS TRUST LIMITED

following Trustees were re-appointed: Angela Fraser DL (Chairman), Nick Skellett CBE (Vice-Chairman), David Davis DL, Amanda Lewis, Christine Manly, Hazel Morris, Jennifer Powell, Sarah Sullivan, Julie Summers and Michael Sydney. The Annual Accounts were presented and formally adopted by the meeting.

### Reserves Policy

The Trust no longer receives funds from Surrey County Council and the property market at the present time makes it difficult for the Trust to consider acquiring property. For the foreseeable future this standing will remain the same and the Trust will continue to use its funds to pursue its objectives by means appropriate to the current circumstances.

The Trustees of Surrey Historic Buildings Trust Ltd would like to thank the Finance Department at Surrey County Council, especially Almas Sharif who has taken over responsibility from Rose Ellerton for the Trust's book-keeping and financial administration, and for preparing our quarterly financial statements and the annual accounts. We are deeply grateful to the County Council for providing this vital service to Surrey Historic Buildings Trust.



.....  
Mrs Angela Fraser DL, Chairman  
on behalf of the Board of Trustees

  
.....  
Date

## **SURREY HISTORIC BUILDINGS TRUST LIMITED**

### **RESPONSIBILITIES OF THE MEMBERS OF THE BOARD OF MANAGEMENT**

Company Law requires the Members of the Board of Management to prepare financial statements for each financial year which give a true and fair view of affairs of the Trust and of the surplus or deficit of the Trust for that period. In preparing those financial statements, the Members of the Board of Management are required to:

1. Select suitable accounting policies and apply them consistently;
2. Make judgements and estimates that are responsible and prudent;
3. State whether applicable Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
4. Prepare financial statement on the going concern basis unless it is inappropriate to presume that the Trust will continue in business.

The Members of the Board of Management are also responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time, the financial position of the Association and to ensure that the financial statements comply with the Companies Act 2006. They are required to safeguard the assets of the Trust and hence take reasonable steps for the prevention and detection of fraud and other irregularities.

#### Independent Examination

A resolution in accordance with section 489(2) of the Companies Act 2006 will be submitted to the Annual General Meeting as a separate item on the agenda to re-appoint the DSK Partners LLP as the independent examiners of the Trust.

#### Statement as to disclosure of information to the Independent Examiner

So far as the directors are aware, there is no relevant audit information of which the company's independent examiner is unaware. The directors have taken all the steps that they ought to have taken in order to make themselves aware of any relevant audit information and to establish that the company's independent examiner is aware of the information.

By order of the Board

  
.....  
Mrs Angela Fraser DL (Chairman)

Date:  2021

# **SURREY HISTORIC BUILDINGS TRUST LIMITED**

## **INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE SURREY HISTORIC BUILDINGS TRUST LIMITED**

Independent examiner's report to the trustees of Surrey Historic Buildings Trust ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021.

### Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5) (b) of the 2011 Act.

### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.



Romit Basu FCA  
DSK Partners LLP  
75 Park Lane  
Croydon  
Surrey  
CR9 1XS

Date: 6/12/2021 .....



# SURREY HISTORIC BUILDINGS TRUST LIMITED

## STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2021

	2020/21 £	2019/20 £
<b>Income and Expenditure</b>		
<b>Incoming Resources</b> (note 4)		
Income from donations (note 10)	710	775
Income from Operating Activities: (Activities in furtherance of the Charity's objectives)		
- Book Sales (note 10)	35	253
Investment income (note 9)	16,409	24,413
Other Income		
SCC Interest (note 10)	-	47
Miscellaneous	-	-
<b>Total Incoming Resources</b>	<b>17,154</b>	<b>25,488</b>
<b>Resources Expended</b>		
Costs of generating funds:		
- Fundraising and Publicity (note 11a)	-	74
Costs of activities in furtherance of the Charity's objectives:		
- Managing & Administering the Charity (note 11b)	6,881	6,881
Charitable Expenditure:		
- Grants Paid (note 13)	7,770	10,750
<b>Total Resources Expended</b>	<b>14,651</b>	<b>17,705</b>
<b>Other Recognised Gains and Losses:</b>		
Unrealised Gain / Loss (-) on Investment Assets (note 18)	<b>98,043</b>	<b>(85,339)</b>
<b>Net Incoming / Outgoing (-) Resources for the year</b>	<b>100,546</b>	<b>(77,556)</b>
<b>Total funds brought forward</b>	<b>399,512</b>	<b>477,068</b>
<b>Total funds carried forward</b>	<b>500,058</b>	<b>399,512</b>

# SURREY HISTORIC BUILDINGS TRUST LIMITED

## STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2021

	2020/21	2019/20
<b>Assets</b>		
Investments		
- Eden Tree ( <i>note 18</i> )	460,867	362,824
Current assets		
- Surrey County Council	1,007	9,525
- HSBC	38,810	27,776
- Debtors ( <i>note 14</i> )	35	35
Current liabilities		
- Creditors ( <i>note 15</i> )	(661)	(648)
	<u>500,058</u>	<u>399,512</u>
<b>Funds of the Charity</b>		
Unrestricted fund (Designated) ( <i>note 17</i> )	18,360	13,569
Unrestricted fund (General) - formerly Property fund ( <i>note 16</i> )	481,698	385,943
	<u>500,058</u>	<u>399,512</u>

## SURREY HISTORIC BUILDINGS TRUST LIMITED

### AUDIT EXEMPTION STATEMENT

For the financial year ended 31 March 2021, the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of the accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

Approved by the Board of Trustees and signed on its behalf by:

  
.....  
Mrs Angela Fraser DL, Chairman

Date: *14th December 2021*  
.....

# **SURREY HISTORIC BUILDINGS TRUST LIMITED**

## **NOTES TO THE ACCOUNTS**

**YEAR ENDED 31 MARCH 2021**

1. Accounting Policies

**Basis of preparing the financial statements**

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.

**GOING CONCERN**

Since 31 December 2019, the spread of COVID-19 has severely impacted many local economies around the globe. In many countries, businesses are being forced to cease or limit operations for long or indefinite periods of time. In the UK this began on 23rd March 2020. Measures taken to contain the spread of the virus, including travel bans, quarantines, social distancing, and closures of non-essential services have triggered significant disruptions to businesses worldwide, resulting in an economic slowdown. Governments and central banks have responded with monetary and fiscal interventions to stabilise economic condition. The charity is likely to be affected in the form of loss of income, however it will benefit from savings in costs and therefore this will not significantly impact the entity's financial position.

The charity has determined that these events are non-adjusting subsequent events. Accordingly, the financial position and results of operations as of and for the year ended 31 March 2021 have not been adjusted to reflect their impact. The duration and impact of the COVID-19 pandemic, as well as the effectiveness of government and central bank responses, remains unclear at this time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the charity for future periods.

2. Unrealised Gains on Investment Assets for Charity Use

The investments are included at market value. As a registered charity, the Trust is exempt from income and corporation taxes. The difference in value is stated in the accounts as an unrealised gain/loss on revaluation.

## SURREY HISTORIC BUILDINGS TRUST LIMITED

### 3. Currency

The financial statements are prepared in sterling which is also the functional currency of the company and rounded to the nearest pound.

### 4. Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received, and the amount can be measured reliably.

### 5. Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlements and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings, they have been allocated to activities on a basis consistent with the use of resources.

### 6. Trustee's Remuneration and Benefits

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

### 7. Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

### 8. Taxation

As a registered charity, the Trust is exempt from income and corporation taxes.

### 9. Investment Income

	<b>2021</b> <b>£</b>	<b>2020</b> <b>£</b>
Eden Tree Dividend Payments	<u>16,409</u>	<u>24,413</u>

## SURREY HISTORIC BUILDINGS TRUST LIMITED

### 10. Other Income

Income other than the investment income is shown below:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Subscriptions	710	775
Book Sales	35	253
SCC Interest	-	47
	<hr/> 745	<hr/> 1,075

### 11. Other Expenditure

Expenditure other than the payment of grants is shown below:

#### a) Fundraising and Publicity

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Tour expenses	-	-
Heritage Awards	-	74
	<hr/> -	<hr/> 74

#### b) Managing and Administering the Charity £

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Printing/stationery	-	-
Independent Examination fee (note 12)	648	648
Heritage Trust Network fee	100	100
Company Registration	13	13
Web Design and Hosting	120	120
Refreshment	-	-
Miscellaneous	-	-
Administration	6,000	6,000
	<hr/> 6,881	<hr/> 6,881

## SURREY HISTORIC BUILDINGS TRUST LIMITED

### 12. Independent Examiner's Remuneration

The charge for the annual IE fee is £648 based on the information from DSK Partners LLP (including VAT).

### 13. Grants Paid

A total of £7,770 was paid as grants in 2020/21. The Small Grants Scheme paid out £7,770 during the year (of which £2,000 was approved in prior years). There were no grants paid within Major Grant Scheme and there are no grants approved and outstanding in the Major Grant Scheme. The grants paid this year are shown below:

	2021	2020
<b>Small Grant Scheme - Approved and paid in year</b>	<b>£</b>	<b>£</b>
St Peter's Church, Newdigate	4,750	-
Hascombe Fountain, Hascombe	1,020	-
Dorking United Reformed Church	-	1,000
14 Claremont Drive, Esher	-	1,900
16 Claremont Drive, Esher	-	1,900
Barn at the Orpheus Centre, Bletchingley	-	3,000
	-	-
	<u>5,770</u>	<u>7,800</u>
<b>Small Grant Scheme - Approved in prior years</b>		
16 Claremont Drive, Esher	2,000	-
Painshill Park, Portsmouth Rd, Cobham	-	950
Lychgate at St Bartholomew's Church, Horley	-	1,500
Warlingham War Memorial, Warlingham	-	500
	<u>2,000</u>	<u>2,950</u>
<b>Total Grants Paid</b>	<u>7,770</u>	<u>10,750</u>

A total of £18,360 has been approved by the Grants Subcommittee to be paid in future accounting periods. These contributions to building works on historic buildings are subject to final approval once the work is completed. Depending on the nature and length of the project, these grants may not necessarily be paid during the next accounting period.

## SURREY HISTORIC BUILDINGS TRUST LIMITED

### 14. Debtors

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Book Sales	<u>35</u>	<u>35</u>

### 15. Creditors

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
GDPR Fee	13	-
Independent Examination fee	<u>648</u>	<u>648</u>
	<u>661</u>	<u>648</u>

### 16. Unrestricted Fund (General)

The General Unrestricted Fund of the charity was originally made up of the Capital Fund, representing the original capital of the trust, and the Property Fund which was made up of accumulated funds set aside for larger projects. Following the Trust's restructure in 2013/14, funds are no longer set aside specifically for larger projects and, consequently, the distinction between the two funds is no longer maintained. The Property Fund and Capital Fund have been amalgamated into the General Unrestricted Fund. The General Unrestricted Fund is invested to generate income to further the objectives of the trust.

Balance at	Movement in Resources		Transfer between funds	Unrealised Gain on Investments	Balance at
1 April 2020	Incoming	Outgoing			31-Mar-21
£	£	£	£	£	£
385,943	17,154	-6,881	-12,561	98,043	481,698

### 17. Unrestricted Funds (Designated)

The Designated Fund of the charity represents the amount of funds required to meet grant payment commitments. Approved grants of £18,360 were carried forward for payment in future accounting periods.



## SURREY HISTORIC BUILDINGS TRUST LIMITED

Balance at 1 April 2020 £	Movement in resources		Transfer between funds £	Balance at 31 March 2021 £
Income £	Expenditure £			
13,569		-7,770	12,561	18,360

### 18. Unrealised Gain/Loss on Investment

The total investment is included in the accounts at market value with the difference in value at the end of the financial year stated as an unrealised loss on revaluation.

		£
Opening balance	01/04/2020	362,824
Closing balance	31/03/2021	460,867
Unrealised Gain		<u>98,043</u>

### 19. Cash in Bank

	2021 £	2020 £
SCC	1,007	9,525
HSBC	38,810	27,775
	<u>39,817</u>	<u>37,300</u>