

REGISTERED CHARITY NUMBER: 286590

**Report of the Trustees and
Unaudited Financial Statements for the Year Ended
31 December 2020
for
The Bognor Regis Local History Society
Trading as
Bognor Regis Local History Society
and Museum**

**Mulberry & Co
Chartered Certified Accountants
& Chartered Tax Advisers
9 Pound Lane
Godalming
Surrey
GU7 1BX**

**Contents of the Financial Statements
for the Year Ended 31 December 2020**

	Page
Report of the Trustees	1
Independent Examiner's Report	2
Statement of Financial Activities	3
Balance Sheet	4 to 5
Notes to the Financial Statements	6 to 10
Detailed Statement of Financial Activities	11 to 12

The Bognor Regis Local History Society

Report of the Trustees for the Year Ended 31 December 2020

The trustees present their report with the financial statements of the charity for the year ended 31 December 2020. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

286590

Principal address

25-27 West Street
Bognor Regis
West Sussex
PO21 1XA

Trustees

Mrs J Rees
Mr G Burt
Mrs H Bowles

Independent examiner

Mulberry & Co
Chartered Certified Accountants
& Chartered Tax Advisers
9 Pound Lane
Godalming
Surrey
GU7 1BX

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

the constitution was adopted on 25th September 1982 and readopted on the 14th February 1983 and again on the 17th September 1984

Risk management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

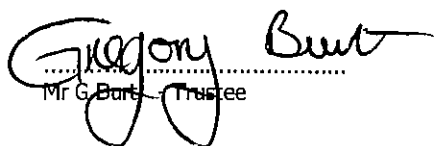
Objectives and aims

To advance the education of the public by the study of the history and archaeology of Bognor Regis and district.

Significant activities

We promote Bognor Regis local history by offering monthly meetings with talks on various subjects. We also offer slide shows and talks to local schools and adult groups, plus support the town's many regular seasonal events with our own stall. Finally, the society operates a local history museum in the town, run entirely by the volunteer membership.

Approved by order of the board of trustees on 21 APRIL 2021 and signed on its behalf by:


.....
Mr G Burt - Trustee

**Independent Examiner's Report to the Trustees of
The Bognor Regis Local History Society**

I report on the accounts for the year ended 31 December 2020, which are set out on pages three to ten.

Responsibilities and basis of report

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

I have examined your charity's accounts as required under section 145 of the Charities Act 2011 ('the 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.

My role is to state whether any material matters have come to my attention giving me cause to believe:

1. that accounting records were not kept as required by section 130 of the Act; or
2. that the accounts do not accord with those records; or
3. that the accounts do not comply with the accounting requirements of the Act; or
4. that there is further information needed for a proper understanding of the accounts.

Independent examiner's statement

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission I have found no matters that require drawing to your attention.



Mark Mulberry
Mulberry & Co
Chartered Certified Accountants
& Chartered Tax Advisers
9 Pound Lane
Godalming
Surrey
GU7 1BX

Date: 15th March 2021

The Bognor Regis Local History Society

**Statement of Financial Activities
for the Year Ended 31 December 2020**

		Unrestricted funds	Restricted fund	31.12.20 Total funds	31.12.19 Total funds
	Notes	£	£	£	£
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2	13,139	-	13,139	6,333
Activities for generating funds	3	66	-	66	4,628
Investment income	4	<u>18,720</u>	<u>-</u>	<u>18,720</u>	<u>22,878</u>
Total Incoming resources		31,925	-	31,925	33,839
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income		14,148	-	14,148	18,964
Fundraising trading: cost of goods sold and other costs		322	-	322	2,137
Investment management costs	5	40	-	40	960
Governance costs		<u>527</u>	<u>-</u>	<u>527</u>	<u>797</u>
Total resources expended		15,037	-	15,037	22,858
NET INCOME FOR THE YEAR		16,888	-	16,888	10,981
RECONCILIATION OF FUNDS					
Total funds brought forward		436,247	22,445	458,692	447,711
TOTAL FUNDS CARRIED FORWARD		<u>453,135</u>	<u>22,445</u>	<u>475,580</u>	<u>458,692</u>

The notes form part of these financial statements

The Bognor Regis Local History Society

**Balance Sheet
At 31 December 2020**

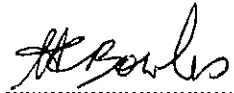
		Unrestricted funds	Restricted fund	31.12.20 Total funds	31.12.19 Total funds
	Notes	£	£	£	£
FIXED ASSETS					
Tangible assets	7	411,646	-	411,646	411,646
CURRENT ASSETS					
Stocks	8	2,933	-	2,933	2,933
Debtors	9	-	-	-	408
Cash at bank and In hand		<u>39,097</u>	<u>22,445</u>	<u>61,542</u>	<u>50,611</u>
		42,030	22,445	64,475	53,952
CREDITORS					
Amounts falling due within one year	10	(540)	-	(540)	(374)
NET CURRENT ASSETS		<u>41,490</u>	<u>22,445</u>	<u>63,935</u>	<u>53,578</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		453,136	22,445	475,581	465,224
CREDITORS					
Amounts falling due after more than one year	11	(1)	-	(1)	(6,532)
NET ASSETS		<u>453,135</u>	<u>22,445</u>	<u>475,580</u>	<u>458,692</u>
FUNDS	12				
Unrestricted funds:					
Museum				444,391	427,933
History Society Fund				<u>8,744</u>	<u>8,314</u>
				453,135	436,247
Restricted funds:					
Bathing Machine				<u>22,445</u>	<u>22,445</u>
TOTAL FUNDS				<u>475,580</u>	<u>458,692</u>

The notes form part of these financial statements

The Bognor Regis Local History Society

**Balance Sheet - continued
At 31 December 2020**

The financial statements were approved by the Board of Trustees on **21 APRIL 2021** and were signed on its behalf by:


.....
Mrs H Bowles -Trustee


.....
Mrs J Rees -Trustee

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 31 December 2020**

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Plant and machinery - 33% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

2. VOLUNTARY INCOME

	31.12.20	31.12.19
	£	£
Donations - History Society	422	334
Donations - Museum	165	4,687
Grants	11,750	-
Subscriptions - Local History Society	<u>802</u>	<u>1,312</u>
	<u>13,139</u>	<u>6,333</u>

Grants received, included in the above, are as follows:

	31.12.20	31.12.19
	£	£
Other grants	<u>11,750</u>	<u>-</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

3. ACTIVITIES FOR GENERATING FUNDS

	31.12.20	31.12.19
	£	£
History Society - Income	-	1,062
Museum Income	<u>66</u>	<u>3,566</u>
	<u>66</u>	<u>4,628</u>

4. INVESTMENT INCOME

	31.12.20	31.12.19
	£	£
Rents received	16,200	19,973
Utilities recovered	2,479	2,784
Deposit account interest	<u>41</u>	<u>121</u>
	<u>18,720</u>	<u>22,878</u>

5. INVESTMENT MANAGEMENT COSTS

	31.12.20	31.12.19
	£	£
Property repairs	<u>40</u>	<u>960</u>

6. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 December 2020 nor for the year ended 31 December 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 31 December 2020 nor for the year ended 31 December 2019.

7. TANGIBLE FIXED ASSETS

	Freehold property £	Improvements to property £	Plant and machinery £	Totals £
COST				
At 1 January 2020 and 31 December 2020	<u>270,000</u>	<u>141,646</u>	<u>1,055</u>	<u>412,701</u>
DEPRECIATION				
At 1 January 2020 and 31 December 2020	<u>-</u>	<u>-</u>	<u>1,055</u>	<u>1,055</u>
NET BOOK VALUE				
At 31 December 2020	<u>270,000</u>	<u>141,646</u>	<u>-</u>	<u>411,646</u>
At 31 December 2019	<u>270,000</u>	<u>141,646</u>	<u>-</u>	<u>411,646</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

8. STOCKS

	31.12.20	31.12.19
	£	£
Stocks	<u>2,933</u>	<u>2,933</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Other debtors	<u>-</u>	<u>408</u>

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.12.20	31.12.19
	£	£
Trade creditors	-	194
Other creditors	<u>540</u>	<u>180</u>
	<u>540</u>	<u>374</u>

11. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

	31.12.20	31.12.19
	£	£
Bank loans	<u>1</u>	<u>6,532</u>

12. MOVEMENT IN FUNDS

	At 1.1.20	Net movement	At 31.12.20
	£	in funds	£
		£	
Unrestricted funds			
Museum	427,933	16,458	444,391
History Society Fund	<u>8,314</u>	<u>430</u>	<u>8,744</u>
	436,247	16,888	453,135
Restricted funds			
Bathing Machine	<u>22,445</u>	<u>-</u>	<u>22,445</u>
TOTAL FUNDS	<u>458,692</u>	<u>16,888</u>	<u>475,580</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

12. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Museum	30,691	(14,233)	16,458
History Society Fund	<u>1,234</u>	<u>(804)</u>	<u>430</u>
	31,925	(15,037)	16,888
TOTAL FUNDS	<u>31,925</u>	<u>(15,037)</u>	<u>16,888</u>

Comparatives for movement in funds

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.19 £
Unrestricted Funds				
Museum	429,297	10,486	(11,850)	427,933
History Society Fund	<u>7,819</u>	<u>495</u>	<u>-</u>	<u>8,314</u>
	437,116	10,981	(11,850)	436,247
Restricted Funds				
Bathing Machine	<u>10,595</u>	<u>-</u>	<u>11,850</u>	<u>22,445</u>
TOTAL FUNDS	<u>447,711</u>	<u>10,981</u>	<u>-</u>	<u>458,692</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Museum	31,649	(21,163)	10,486
History Society Fund	<u>2,190</u>	<u>(1,695)</u>	<u>495</u>
	33,839	(22,858)	10,981
TOTAL FUNDS	<u>33,839</u>	<u>(22,858)</u>	<u>10,981</u>

Notes to the Financial Statements - continued
for the Year Ended 31 December 2020

12. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.1.19 £	Net movement in funds £	Transfers between funds £	At 31.12.20 £
Unrestricted funds				
Museum	429,297	26,944	(11,850)	444,391
History Society Fund	7,819	925	-	8,744
Restricted funds				
Bathing Machine	<u>10,595</u>	<u>-</u>	<u>11,850</u>	<u>22,445</u>
TOTAL FUNDS	<u>447,711</u>	<u>27,869</u>	<u>-</u>	<u>475,580</u>

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
Museum	62,340	(35,396)	26,944
History Society Fund	3,424	(2,499)	925
	<u>65,764</u>	<u>(37,895)</u>	<u>27,869</u>
TOTAL FUNDS	<u>65,764</u>	<u>(37,895)</u>	<u>27,869</u>

The Bognor Regis Local History Society

**Detailed Statement of Financial Activities
for the Year Ended 31 December 2020**

	Year Ended 31.12.20			Year Ended 31.12.19		
	Museum £	History Society £	Total £	Museum £	History Society £	Total £
Voluntary income						
Donations	165	422	587	4,687	334	5,021
Grants	11,750		11,750			-
Subscriptions		802	802		1,312	1,312
	11,915	1,224	13,139	4,687	1,646	6,333
Activities for generating funds						
Christmas Lunch			-		461	461
Christmas Raffle			-		61	61
Refreshments and Quiz Night			-	540		540
Museum Income	66		66	3,566		3,566
	66	-	66	4,106	522	4,628
Investment income						
Rents received	16,200		16,200	19,973		19,973
Utilities recovered	2,479		2,479	2,784		2,784
Deposit account interest	29	12	41	99	22	121
	18,708	12	18,720	22,856	22	22,878
Total incoming resources	30,689	1,236	31,925	31,649	2,190	33,839
RESOURCES EXPENDED						
Costs of generating voluntary income						
Rates and water	567		567	1,352		1,352
Insurance	1,733		1,733	1,708		1,708
Light and heat	4,709		4,709	4,751		4,751
Telephone	622		622	1,036		1,035
Postage and stationery	1,348	473	1,821	1,590	538	2,128
Sundries	98	63	161	90	20	110
Speaker costs			-		217	217

This page does not form part of the statutory financial statements

The Bognor Regis Local History Society

**Detailed Statement of Financial Activities
for the Year Ended 31 December 2020**

	Year Ended 31.12.20			Year Ended 31.12.19		
	Museum £	History Society £	Total £	Museum £	History Society £	Total £
Costs of generating voluntary income – cont.						
Meeting room & hall hire		90	90		270	270
Cleaning			-			-
Advertising	2,914		2,914	2,045		2,045
Repairs and renewals	1,531		1,531	5,113		5,113
	13,522	626	14,148	17,684	1,045	18,729
Fundraising trading: cost of goods sold and other costs						
Purchases	322		322	1,910	461	2,371
Investment management costs						
Property repairs	40		40	960		960
Governance costs						
Accountancy	180	180	360	189	189	378
Plant and machinery Depreciation			-			-
Bank loan interest	167		167	419		419
	347	180	527	608	189	797
Total resources expended	14,231	806	15,037	21,163	1,695	22,858
Net Income	16,458	430	16,888	10,486	495	10,981

This page does not form part of the statutory financial statements

