

**NORTH DEVON ATHENAEUM**

**REPORT AND FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2021**

Charity no. 300755

NORTH DEVON ATHENAEUM

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## **NORTH DEVON ATHENAEUM**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st December 2021**

The trustees are pleased to present their report together with the financial statements of the charity for the year ended 31st December 2021.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Constitution**

The North Devon Athenaeum is a registered charity governed by Trust Deed.  
Charity number: 300755.

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Trustees**

The trustees serving during the year and since the year-end were as follows:

##### **Chairman**

Mr Peter Christie

Mr Jonathan Lomas

Mr Brian Burgess

Mr Terry Green

The assets of the Trust are vested in these Trustees. They are assisted in operational matters of the trust by a Board of Directors, who are also registered as trustees with the Charity Commission. The Directors serving during the year and since the year-end were as follows:

##### **Directors**

Mr David Trueman

Mr William George Isaac

Ms Alison Mills

Mr Jeremy Phillips

Mrs Julie Hunt

Mr Mark Haworth-Booth

Ms Deborah Gahan

Mr Colin MacDonald

Mr David Carter

Mrs Avril Stone

Rev Andrew Jones

Mr Robert Palmer

##### **Principal Office of the Charity**

The company's operating address and Principal Office is situated within the North Devon Library at Tuly Street, Barnstaple, North Devon.

##### **Organisation**

The board of trustees administers the charity.

## **NORTH DEVON ATHENAEUM**

### **REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st December 2021 (Continued)**

#### **OBJECTIVES AND ACTIVITIES**

The object of the charity is to serve the community of North Devon by maintaining a collection of historical documents, books, and pictures relevant to the area and to make them available for public inspection.

#### **ACHIEVEMENTS AND PERFORMANCE**

The start of 2021 began with another national lockdown due to the COVID pandemic which put the Trust's plans on hold once again. During the lockdown, the Librarian continued work started in 2020 to improve accession information about existing holdings and their provenance both on site and those on loan to other organisations.

Work was also begun on the Unlocking Our Sounds Heritage Project with the South West Heritage Trust (SWHT) in conjunction with The Plough Youth Theatre in Great Torrington and Libraries Unlimited South West (LUSW). This resulted in a small joint event in September as part of Heritage Open Days called Voices of Exmoor and North Devon as well as several blog posts which were published on both the Trust's and the SWHT websites.

We took part in several social media events and campaigns including #Archive30 in April, International Archive Day in June, #ArchiveHoliday between July and September, Explore Your Archive Week at the end of November and #ArchiveAdventCalendar in December.

Work was started to transfer the library catalogue onto the system hosted by the SWHT and permission sought to have window blinds installed in the stack. This work will be continued in 2022. In addition to this work the Trust has also agreed to be a pilot for the Shared Services Digital Preservation Project being led by the SWHT. This will explore the possibilities of offering a managed digital preservation service for small scale archives such as the North Devon Athenaeum who would otherwise be unable to implement a solution for themselves. This will ultimately help to secure the digital collections held by the Trust.

We also continued working on the joint Creative North Devon Project with the SWHT and the Museum of Barnstaple and North Devon (MBND) focusing on the exhibition and talks due to take place in 2022.

#### **FINANCIAL REVIEW**

During the year, the Trust's financial results showed a surplus of £ 6,629.

Staff salaries are paid in arrears to South West Heritage Trust so the staff costs figure for 2020 covers just 10 months. The staff costs figure in the 2021 accounts covers 12 months, from November 2020 to October 2021.

#### **Reserves Policy**

The past few years have seen changes in the relationships between the Athenaeum and the organisations with which it works. In order to be able to respond to any financial issues caused by these changes and uncertainties, the Trustees have adopted a policy of allowing the free reserves in unrestricted funds to accrue in excess of what would normally be necessary to cover running costs. The trust reviews this policy annually and considers there is still a need to hold these reserves.

## NORTH DEVON ATHENAEUM

### REPORT OF THE TRUSTEES FOR THE YEAR ENDED 31st DECEMBER 2021 (Continued)

#### **Trustees' responsibilities in relation to the financial statements**

Charity law requires the trustees to prepare financial statements. In doing so the trustees are required to:  
select suitable accounting policies and then apply them consistently;  
make judgements and estimates that are reasonable and prudent; and  
prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

#### **Investment powers**

Under the trust deeds, the charity, through the trustees, has power to expend its funds in such manner as considered most beneficial for the achievement of the objects and to invest such part of the funds as it sees fit in the furtherance of its objects.

#### **PLANS FOR FUTURE DEVELOPMENTS**

2022 is set to be a busy year for the Trust and its staff. Work on the joint Creative North Devon Exhibition with the SWHT and MBND will begin in earnest in January with the exhibition due to open in early April and close in mid-May. The Librarian will also be giving two talks in conjunction with this exhibition and the MBND's major exhibition on the Partridge family of Barnstaple. The first, an online talk will be towards the end of April in conjunction with the SWHT, the second will be at the MBND in May just after the Creative North Devon Exhibition is due to close. The Librarian and Trust will also be providing items for the Partridge exhibition as well as an article for the exhibition catalogue.

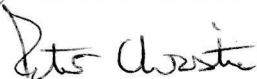
Once the Creative North Devon exhibition has closed it is hoped an online version can be created and published on the SWHT website in some form.

The Trust will also begin background work on another exhibition due to open in November in conjunction with the publication of a new book on Barnstaple which the Librarian has been asked to contribute to. This work will begin in earnest in June.

The Trust is planning on holding a joint exhibition with the SWHT and LUSW in August to be held in the old shambles in the Guildhall, Barnstaple celebrating North Devon in Living Memory. This will include a section commemorating the 70<sup>th</sup> anniversary of the Lynmouth Flood Disaster. The Trust will also help LUSW with and exhibition they are intending to hold in May to celebrate the Platinum Jubilee.

In addition to these plans the Trust will continue to work with the SWHT on the library catalogue transfer and the Digital Preservation Project as well as continuing their preservation and conservation plans as part of their agreement. They will also be identifying and taking part in other online events such as the #Archive30 event and Exploring Your Archives Week as well as developing content for its blog.

By order of the trustees:



**Peter Christie (Chairman)**

6<sup>th</sup> September 2022

# NORTH DEVON ATHENAEUM

## RECEIPTS AND PAYMENTS ACCOUNTS

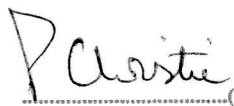
### FOR THE YEAR ENDED 31st DECEMBER 2021

	<u>Year ended 31st December 2021</u>					<u>Year ended 31st December 2020</u>					
	Capital	Unrestricted Funds Income	Designated		Total Funds	Capital	Unrestricted Funds Income	Designated		Total Funds	
	£	£	Oliver Bequest £	Rock Trust £	£	£	£	Oliver Bequest £	Rock Trust £	£	
<b>RECEIPTS</b>											
<b>Activities for generating funds:</b>											
Photocopying & publications		127					178				
Research		197					333				
<b>Voluntary Income</b>											
Grants, donations & bequest		28					3				
<b>Investment Income</b>											
Income from investments		56,124					54,724				
<hr/>											
<b>Total receipts</b>	<b>£</b>	<b>56,476</b>					<b>55,238</b>				
<hr/>											
<b>PAYMENTS</b>											
Conservation & digitisation											
Rent		10,150					10,150				
Staff costs		30,447					24,239				
Insurance		1,630					1,502				
Books & subscriptions		113					85				
Telephone & internet		657					1,207				
Postage		21									
Professional fees		648					988				
Sundry expenses		179					289				
Founders Day expenses							258				
Publicity & events											
Gifts & donations											
PayPal charges		2					3				
S W Heritage Trust		6,000					6,000				
<hr/>											
<b>Total payments</b>	<b>£</b>	<b>49,847</b>					<b>44,721</b>				
<hr/>											
<b>Net movement before transfers</b>		6,629			6,629		10,517	-		10,517	
<b>Fund balances brought forward</b>	964,792	391,481	27,627	56,181	1,448,081	964,792	380,964	27,627	56,181	1,437,564	
<hr/>											
<b>Fund Balances at 31st Dec. 21</b>	<b>£</b>	964,792	398,110	27,627	56,181	1,454,710	964,792	391,481	27,627	56,181	1,448,081

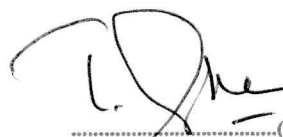
**NORTH DEVON ATHENAEUM**  
**STATEMENT OF ASSETS AND LIABILITIES**  
**AS AT 31st DECEMBER 2021**

	<u>31/12/21</u>	<u>31/12/20</u>
	£	£
<b>Fixed Assets</b>		
Books, pictures and artefacts (insured value)	485,789	485,789
<b>Investments at cost</b>	911,974	911,974
Market value – 31/12/21     £2,086,051		
Market value – 31/12/20     £1,838,493		
<b>Current assets</b>		
Cash	67	184
PayPal account	680	819
Bank current accounts	<u>56,200</u>	<u>49,315</u>
	56,947	50,318
<b>Total assets</b>	<b>£    1,454,710</b>	<b>£    1,448,081</b>
<b>Represented by</b>		
<b>Fund Balances</b>	<b>£    1,454,710</b>	<b>£    1,448,081</b>

Approved by the Board of Trustees on 6<sup>th</sup> September 2022 and signed on its behalf by

  
 .....(Trustee)

P. CHRISTIE

  
 .....(Trustee)

T. GREEN

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF**

**THE NORTH DEVON ATHENAEUM**

I report on the accounts for the Trust for the year ended 31st December 2021, which are set out on pages 1 to 5.

**Respective responsibilities of Trustees and Examiner**

As the charity's trustees you are responsible for the preparation of the accounts. You consider that the audit requirement of section 144(2) of the Charities Act 2011 (the Act) does not apply and that an independent examination is needed. It is my responsibility to examine the accounts and to state, on the basis of procedures specified in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the Act, whether particular matters have come to our attention.

**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. 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 in 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 we do not express an audit opinion on the view given by the accounts.

**Independent Examiner's Statement**

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

- 1) Which give me reasonable cause to believe that in any material respect the requirements  
to keep accounting records in accordance with section 130 of the Act; and  
to prepare accounts which accord with the accounting records and comply with the  
accounting requirements of the Act have not been met; or
- 2) to which, in our opinion, attention should be drawn in order to enable a proper understanding of  
the accounts to be reached.



R Williams FCA  
LCA Chartered Accountants  
13 Silver Street  
Barnstaple  
Devon  
EX32 8HR

6<sup>th</sup> September 2021