

**BIRMINGHAM CONSERVATION TRUST**

**ANNUAL REPORT AND  
FINANCIAL STATEMENTS  
TO 31 MARCH 2016**



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**Newman Brothers Coffin Works**

**Awards won in 2015-2016**

Joint winner: Birmingham Civic Society *Renaissance Award* 2014  
Winner: RICS West Midlands - best building conservation project 2015  
Winner: RICS West Midlands – best tourism & leisure project 2015  
Winner: Historic England Angel Award – ‘People’s Favourite’ award 2015  
Winner: Institute of Conservation – ICON Conservation in the Community Award 2015  
Winner: Museums + Heritage Awards – Customer Service Award 2016  
TripAdvisor: Certificate of Excellence 2015  
TripAdvisor: Certificate of Excellence 2016  
Visit England: Quality Assured Visitor Attraction 2015-17

*With thanks to our funders in 2015/2016:*

Heritage Lottery Fund  
Esmée Fairbairn Foundation  
Esmée Fairbairn Collections Fund / Museums Association  
Birmingham City Council  
Highbury Trust  
Institute for Conservation (ICON)  
Pilgrim Trust/Association of Independent Museums (AIM)  
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# I. BIRMINGHAM CONSERVATION TRUST

## Mission and aims

Birmingham Conservation Trust's primary mission is *“Returning historic buildings to a place in people's lives”*

The Trust's charitable purposes are:

- To preserve for the citizens of Birmingham and in the County of West Midlands and of the nation at large, whatever of the historical, architectural and constructional heritage may exist in and around the City of Birmingham aforesaid in the form of buildings (including any building as defined in Section 336(1) of the Town and Country Planning Act 1990) of particular beauty or historical, architectural or constructional interest; and
- To promote the education of the general public as regards the occupation and use of such buildings throughout their history.

In 2016 the Trust adopted a 10-year business strategy, with three key goals:



The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the aim and objectives of the trust and in planning any future activities.

To achieve these goals, the Trust set six aims:

- Aim 1 To contribute to and champion innovation and best practice in the field of architectural preservation in the UK.
- Aim 2 To develop a strong and effective team to govern, manage and operate BCT
- Aim 3 To review operational effectiveness, implement the financial systems that give us the information we need, when we need it and to have completed a performance cycle and review
- Aim 4 To implement an income generation strategy.
- Aim 5 To make a difference to threatened heritage in the city
- Aim 6 To identify audiences and understand how best to engage with them

## **BCT Board**

**Birmingham Conservation Trust (BCT) is a charitable company** limited by guarantee established on 29 May 1977. It is governed by a Memorandum and Articles of Association, last amended on 15 June 2015.

BCT is a building preservation trust and a member of

- The UK Association of Preservation Trusts (now the Heritage Trust Network)
- The Heritage Alliance
- Birmingham Heritage Forum.

As owners and operators of an independent museum – Newman Brothers at the Coffin Works – BCT is an institutional member of the Association of Independent Museums (AIM) and the Museums Association.

The management of the business and control of BCT is vested in its Governing Body, a board of trustee directors of up to 13 members, which meets bi-monthly.

The Board has two formal sub-committees – Health & Safety and Human Resources – and working groups are formed as required to undertake specific tasks. The trustee directors hold an annual 'away day' to discuss and decide upon strategic direction.

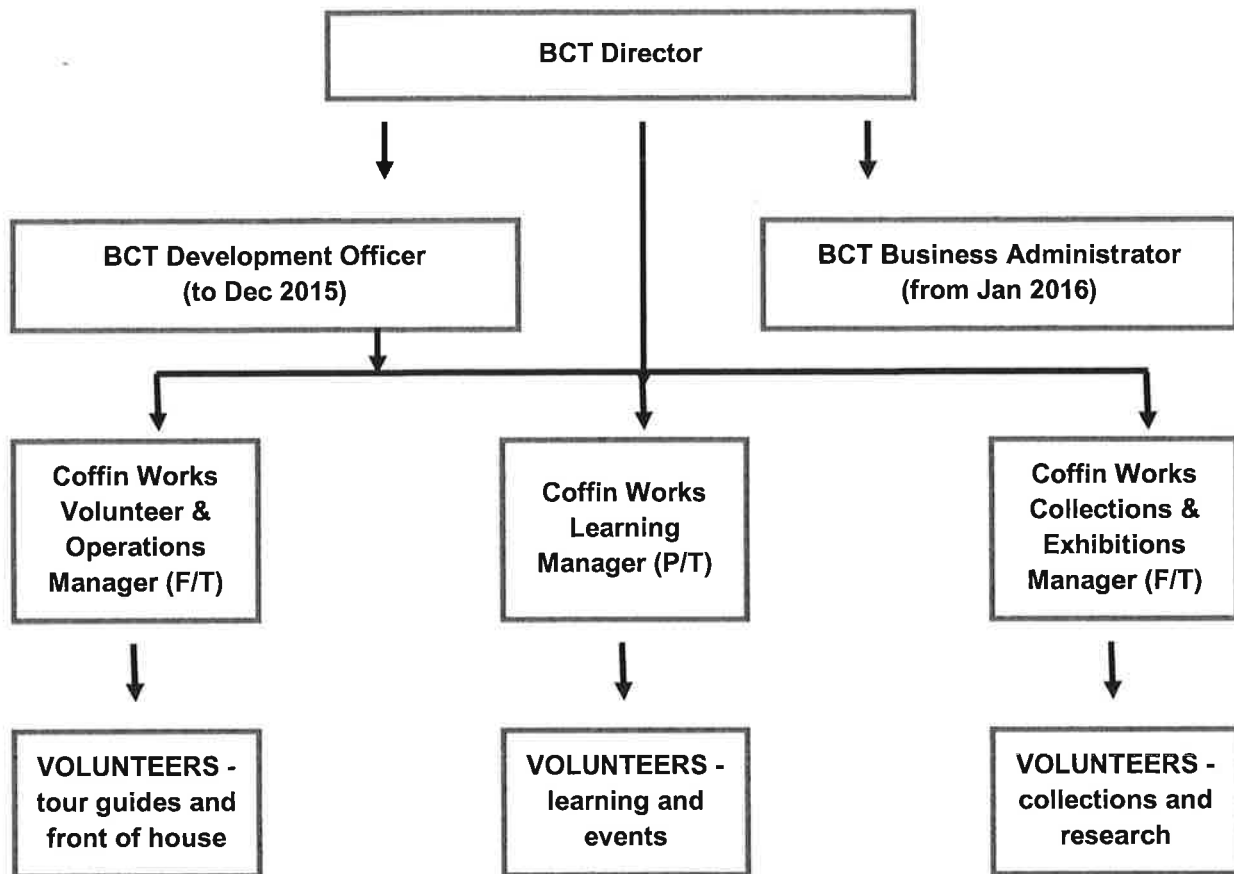
All new Trustees receive an induction pack containing its constitution, draft business plan, annual report and financial statements and supporting documentation from the APT Guidance Notes for building preservation trusts.

### **TRUSTEE DIRECTORS 2015-2016**

The Trustees serving during the year and appointed since the year end are shown on page X.

## BCT staff and volunteers

### STAFF



*BCT staff structure, 2015-2016*

### BCT STAFF 2015-2016

<b>Director</b>	Simon Buteux BA Hons MPhil MCIfA FSA (until 4 November 2016)
<b>Development Officer</b>	Dr Suzanne Carter BA Hons PhD (resigned 31 December 2015)
<b>Business Administrator</b>	Vicki Cox BA (commenced 8 February 2016)
<b><i>Coffin Works Management Team</i></b>	
<b>Collections &amp; Exhibitions Manager</b>	Sarah Hayes BA MA
<b>Learning Manager</b>	Lorraine Kenny BSc PGCE (part time)
<b>Volunteer &amp; Operations Manager</b>	Tonia Collett (commenced 1 June 2015)

In December 2015 the BCT's Development Officer, Dr Suzanne Carter, left to pursue her freelance career. Suzanne had been with BCT since 2012, and had made a huge impact.

In the context of BCT's changing needs, the Trustees decided to replace the role with that of part-time Business Administrator "to ensure the smooth functioning of BCT, to work with and develop its volunteers and supporters' groups, to ensure compliance with statutory and other requirements, and to maintain and enhance BCT's reputation".

Vicki Cox was appointed to this new post in February 2015 (1.5 days a week).

## **VOLUNTEERS**

Volunteers form the backbone of BCT's Newman Brothers experience at the Coffin Works, chiefly providing valuable front-of-house services, tour guiding, or collections care and research.

<b>Volunteers at Newman Brothers at the Coffin Works</b>	51 in Apr 2015	67 in Mar 2016
<b>No of volunteers recruited by 31 March 2016</b>	30	

The success of the Newman Brothers museum's visitor satisfaction, expressed through a consistent 5-star rating on TripAdvisor, is due to the volunteers – the warmth of the welcome from the front of house staff and, especially, the enthusiasm and expertise of the tour guides.

In 2015 we introduced a volunteer recognition scheme, based on number of hours put in, with certificates and badges (made in the Jewellery Quarter of course).

<b>STATUS</b>	<b>no of hours</b>	<b>no of recipients</b>
<b>Bronze</b>	100	21
<b>Silver</b>	200	14
<b>Gold</b>	400	4
<b>Platinum</b>	800	1

The winner of the Platinum Award deserves to be named: Cornelius Sullivan, tour guide and drop stamper extraordinaire.

Aside from the Coffin Works activity, BCT has not run any other major volunteer-focussed projects during 2015/2016.

## **2. BCT DEVELOPMENT 2015/2016**

### **Transition from Birmingham City Council**

Since Birmingham City Council (BCC) established BCT in 1977, it has

- Had the right to appoint three councillors to the BCT Board, one of whom has to be chair
- Accommodated BCT staff and provided office space and facilities
- Provided all financial services (including banking and payroll)

With the opening of the Coffin Works in 2014 and the completion of a dedicated office space, BCT began the process of gaining operational independence of BCC. A large proportion of this work was funded by an HLF Transition Grant awarded in 2014/2015.

The Transition project was managed throughout by the BCT Director who reported to a working group, formed in December 2014, of four trustee directors. The working group was mentored by Sam Hunt, independent heritage management consultant.

BCT has now developed a ten-year Business Strategy and accompanying Business Plan, Delivery Action Plan and Risk Register.

**On 15 June 2015, the BCT Board voted to amend the Memorandum and Articles of Association so that the City Council has the right only to appoint a single Trustee Director; and the Chair is chosen on merit by the full board.**

Jane Arthur was unanimously elected as the new Chair. Jane has expertly and tirelessly steered BCT through the difficult process of transition, with a particular focus on governance and developing our Business Strategy.

During 2015/2016, BCT established its own offices at the Coffin Works in the Jewellery Quarter, a building fully owned by BCT. The Trust has:

- appointed MHA MacIntyre Hudson to provide accountancy and payroll services and installed its own financial administration services
- transferred the Barclay's bank account mandate from BCC to the trustees and authorised staff of BCT
- produced an Employee Handbook and a full set of HR and Data Protection policies.
- completed installation of independent IT systems and has taken out a maintenance contract with IT Contact Ltd
- commissioned Anthony Collins Solicitors to develop model contracts for use in both the provision and procurement of services by BCT

BCC remains an important client and partner.

### **Supporters Group & Newsletter**

The number of BCT Supporters stands at 37 members with a renewal rate of 90% in the second year of operating the scheme. Development of the Supporters Group is a key priority for 2016/2017.



## Website and social media

The number of BCT website visitors remains steady this year and Google Analytics shows we had 37,410 users, with over 29,600 new users during this 12-month period. 87% of our users are from the UK, with 30% from a local Birmingham audience.

The Friday Photo feature continues to be a major volunteer contribution to BCT's website, highlighting Birmingham's diverse heritage.

BCT SOCIAL MEDIA PROFILE	APRIL 2015	MAR 2016
@birminghamct Twitter followers	3007	3359
Birmingham Conservation Trust Facebook followers	631	784

## 3. THE COFFIN WORKS

### BCT's flagship property

The Coffin Works in Birmingham's historic Jewellery Quarter has been BCT's major project since the completion and handover of the Birmingham Back to Backs to National Trust in 2003.

Capital work was completed in 2014 on the restoration of the Newman Brothers Coffin Furniture Works, and its rebranding as The Coffin Works. As BCT's flagship property, it now makes a significant contribution to the economic, social and cultural life of the Jewellery Quarter:

- *Newman Brothers at the Coffin Works*: a 'living museum' staffed largely by volunteers, and open to the public on 5 days a week with a charge on entry
- *Five workshop/office units for commercial let* and fully occupied in 2015/2016 by: City Yoga, The Quarterworkshop (a designer jeweller), Levells Design, Crystal Design and Ilira (art therapy).
- *Two offices for BCT staff and volunteers*: space in these offices is rented to the UK Association of Preservation Trusts (now the Heritage Trust Network).
- *The Green Room*: a meeting room named after Joyce Green, the last proprietor of Newman Brothers, and shared between BCT, our tenants, and external hirers
- *The Courtyard*: an enclosed paved court, which provides a versatile space for tours, performances, receptions or events.
- *The Gallery*: a temporary exhibition space
- *The Canteen*: a self-service tea room, decorated as a 1960s works canteen.
- *A store room and conservation workshop* for the Newman Brothers collection.

### Awards

BCT won the following awards for the Coffin Works in 2015/2016:

- Birmingham Civic Society *Renaissance Award* 2014
- RICS West Midlands - best building conservation project 2015
- RICS West Midlands – best tourism & leisure project 2015
- Historic England Angel Award – 'People's Favourite' award 2015
- Institute of Conservation – ICON Conservation in the Community Award 2015
- Museums + Heritage Awards – Customer Service Award 2016

### Funding

BCT received funding of £1,664,263 for the capital works phase of the project, which paid for the repair and conversion of the building and creation of the museum.

Grant funding continues to support staff and delivery of heritage-focussed activities at the Coffin Works. This funding for October 2014 to August 2017 comes from the following sources:

SOURCE	GRANT AWARD
Heritage Lottery Fund	£183,911
Esmee Fairbairn Foundation	£105,000
Saintbury Trust	£5,000
Bryant Trust	£3,000
Pilgrim Trust via Big Give	£1,200
Other trusts	£2,430
Museums Association / Esmée Fairbairn Collections Fund	£56,700
AIM / Pilgrim Trust Preventative Conservation Grant	£4,611
<b>TOTAL AWARDED</b>	<b>£361,852.00</b>

### Visitor experience and the heritage attraction

2015/2016 was BCT's first full year of operating the Newman Brothers Museum. A large proportion of the museum's activity this year has been paid for by a Heritage Lottery Fund (HLF) grant for the following 'approved purposes':

- To maximise learning opportunities for younger people through partnerships with local schools and colleges
- To take the heritage of the Coffin Works out into the community with a programme of outreach activities
- To offer heritage skill training opportunities
- To encourage local people to participate by volunteering
- To target members of BME communities, especially from different faith groups
- To find new ways of engaging local people with the Coffin Works, whether through arts events or through IT
- To use the Coffin Works to allow people to tackle the difficult issues of death and dying
- Make lasting and constructive partnerships with a range of other organisations to improve the quality and sustainability of the project
- To remain financially sustainable

VISITORS TO THE COFFIN WORKS, 2015-2016	
No of paid admissions	6,643
No of free admissions	600
No of school students	563
<b>Total visitors to museum</b>	<b>7,806</b>

BCT received overwhelmingly positive feedback concerning the quality of the Newman Brothers visitor experience and maintained its 5-star rating on TripAdvisor, receiving a Certificate of Excellence for 2015.

The quality of the visitor offer, and the excellence of the work of staff and volunteers alike, has been recognised by the awards listed above and the following organisations:

- TripAdvisor: Certificate of Excellence 2015
- TripAdvisor: Certificate of Excellence 2016
- Visit England: Quality Assured Visitor Attraction 2015-17

A diverse programme of public events, activities and exhibitions has been produced by BCT and a range of partners during 2015/2016.

## **Retail and trading**

The Newman Brothers museum includes a **gift shop** run through BCT's wholly-owned trading subsidiary. The shop generated a profit during 2015/2016.

Upon opening in October 2014, Newman Brothers did not operate a cafe, offering instead a **self-service catering** facility in the courtyard: 'Dolly's Trolley'. During 2015 an indoor self-service tea room was established in what had been Newman Brothers' 'Small Office'. Decorated as a 1960s works canteen, this area is primarily intended as a waiting room for visitors waiting for a tour.

**The meeting room** - the 'Green Room' - can be hired by external users, and its use combined with a museum tour. The facility generated £2,900 income in 2015/2016.

Staff have actively been involved in promoting the Coffin Works story offsite through **paid talks** to sector-specialist organisations and local history, adult learning or community heritage societies. 36 paid talks were given, to an audience of c.1,225, generating £1,104 in income.

## **The Newman Brothers archive and museum collections**

The Collections & Exhibitions Manager has begun working towards achieving Accredited status for the collection from Arts Council England. Anticipated submission date is March 2017.

**BCT won a grant of £56,700 from the Esmée Fairbairn Collections Fund**, administered by the Museums Association, for a two-year collections development project to create an accessible online resource using 100 gateway objects from the Newman Brothers collection. The project activity includes substantial volunteer contributions and, when complete, the data will be publically accessible through the Coffin Works website as a research resource.

This award, combined with the existing HLF funding for the post, has enabled BCT to extend the working hours of the Collections & Exhibitions Manager from 2 days to 5 days per week through to 2017.

**A grant of £4,611 from the Pilgrim Trust Preventative Conservation fund**, administered by the Association for Independent Museums, has paid for professional support to develop an Emergency Plan, provide training in preventative conservation, and purchase conservation equipment, including environmental monitoring equipment.

**The ICON 'Conservation in the Community Award' prize of £5,000** was divided between the professional conservator, Deborah Magnoler, and BCT/Newman Brothers. It has been used for the purchase of conservation equipment and materials.

BCT is also grateful to Jane Arthur and Ian Clark Restoration for personal donations made towards collections care and conservation during 2015/2016.

## Reaching wider audiences

HLF-funding has enabled the team to develop relationships with new audience groups and fulfil our charitable purpose of promoting "enjoyment and understanding of the city's historic buildings". Activity has included:

- 'Fred the Factory Cat' factory trail for young visitors
- A visit organised by *The Big Issue* as part of their 'Aspiration Week'
- National Citizenship Service sleepover in the Courtyard for young people
- A meeting of the Birmingham Council of Faiths.

The Coffin Works team won the Institute of Conservation (ICON) Conservation in the Community Award 2015, which recognised their work with non-traditional heritage audience groups. The judges said:

*"A skilled conservation team combined high conservation standards with excellent community engagement, allowing public access where it was not previously possible. The team actively searched for unemployed and disadvantaged people who were taught new skills, and given roles which matched their individual talents."*

In March 2016 BCT launched *Relaxed @ Newmans*, an adapted factory tour designed for people on the Autistic Spectrum and their families, and for people with a learning disability or sensory and communication disorder. The idea for these tours came from a Coffin Works volunteer, who is himself autistic, and who created the tour with the Development Officer.

## Social Media

The Coffin Works' social media activity has been highly praised and the team's effective facebook and twitter campaigns contributed to the winning of the 'People's Favourite' Historic England Angel Award.

SOCIAL MEDIA IMPACT	Apr 2015	Mar 2016
@CoffinWorks Twitter followers	2520	3314
Coffin Works Facebook followers	804	1109

## 4. BCT CONSULTANCY

### **Cadbury Barn, Manor Farm Park**

The Cadbury Barn was built on Manor Farm, Northfield, in 1895 by George and Elizabeth Cadbury, specifically as a place for entertaining working class children. Described as "the Barn for parties", as many as 25,000 children a year enjoyed Cadbury hospitality. During the Second World War the site was used as the national training centre for the Friends Ambulance Unit.

The Barn is a large (c.24.5m x 9.25m), open-plan, single-storey timber and steel-framed building with a tile roof, incorporating roof lights and three dormer windows. The walls are formed of timber infill panels, decorated externally with half-sawn branches, giving the effect of being enmeshed by living trees.

Since passing into BCC custodianship in 1954, the Barn has not been maintained and is currently semi-derelict. The remainder of the former farm buildings are used as a depot by the Parks Service and are also in poor repair.

In 2014/15 BCT carried out an options appraisal for the Barn, in partnership with Bournville Village Trust (who funded the work) and the Friends of Manor Farm Park. The favoured option involves the following:

- The Parks Depot rationalised to occupy only half its current site
- Birmingham & Black Country Wildlife Trust (B&BCWT) to establish new headquarters in some of the farm buildings, with a new build element
- The Barn to be renovated with a café, toilets and flexible community space
- The Lodge to be renovated and rented as residential property

A complex project of this scale requires substantial development funding, which is difficult to source. Only the Barn itself is of historical importance (although not listed), and therefore within the remit of BCT and eligible for HLF funding.

In November 2015 the BCT Director made a formal Project Enquiry to the HLF. A potential development programme was suggested whereby BCC could commission BCT to prepare an HLF bid that focussed initially on the restoration of the Barn as a catalyst for the wider project. BCC could provide significant match funding from Section 106 monies (c.£130,000), currently earmarked for the purpose. On completion, the Barn would be leased to an operator.

Development work had not progressed by 31 March 2016.

### **Highbury Estate**

Built in 1879-80, Highbury (Grade II\*) was the Birmingham home of prominent statesman Joseph Chamberlain until his death in 1914. The house was designed by Birmingham architect John Henry Chamberlain (no relation) in a 'Venetian Gothic' style. The grounds of 30 acres were laid out by Edward Milner, landscape architect.

After Joseph's death, Highbury was inherited by his eldest son, Austen, and in 1915 the house was lent to the War Office for use as an orthopaedic hospital. In 1919 Austen set up the Highbury Trust, to which he presented the house. The Highbury Trust in turn gave the house to the City when the hospital closed in 1932, together with the original 30 acres of grounds purchased from Austen by public subscription; the house and grounds form the Highbury Estate.

The house was used as an old people's home until 1984 when BCC refurbished it for civic entertaining and private hire. Part of the grounds became incorporated in Highbury Park (Grade

II), a municipal public park. In 1940 several garden buildings were replaced by a brick range called Chamberlain House. Over this time, the house has been poorly maintained and the gardens have become overgrown.

In 2010, BCC's Trusts & Charities Committee commissioned BCT to carry out an options appraisal. The final recommendations were adopted and in 2015 BCT was commissioned to set up the new charitable trust. Recruitment of the chair and trustees was completed by December 2015 and the BCT Director has been retained to provide ongoing consultancy support. The new trust is called the *Chamberlain Highbury Trust* (CHT).

BCT is proud to have played a key role in setting Highbury on a course for a much better future. In terms of both its architecture and its historical associations, Highbury is of first rank importance in Birmingham's heritage. Now, through the creation and work of the CHT, that heritage will be protected, celebrated and widely shared.

## **Jewellery Quarter Cemeteries**

In 2014, BCC commissioned BCT to manage the development and submission of a Round 2 (final) HLF application to carry out major repair and conservation works at the two Jewellery Quarter cemeteries, Key Hill and Warstone Lane.

Both cemeteries are early examples of 19<sup>th</sup>-century cemeteries built to relieve the pressure on historic churchyards caused by the massive population growth of major towns like Birmingham. Laid out on the site of sand quarries at what was then the edge of town, the sheer quarry faces, and other features were used to create dramatic landscapes, enclosed by cast-iron railings with imposing gates and interlaced with paths, offering commanding views over Birmingham Heath.

BCT staff supervised the development and collation of the Round 2 (final) grant application to HLF, and undertook preparation of a new Activity Plan and Interpretation Plan. The application was submitted on 12 June 2015.

BCC was awarded a grant of £1,387,300 from the HLF in October 2015, with match funding of £150,000 secured from Historic England. Project work had not begun by 31 March 2016. BCT maintains a watching brief.

## **Jewellery Quarter Townscape Heritage Project**

In 2015, the Jewellery Quarter Development Trust (JQDT) commissioned BCT's Development Officer to prepare the Activity Plan for a Round 2 (final) grant application to HLF for a major townscape heritage project in the 'Industrial Middle' of the Jewellery Quarter, focussing on Frederick Street and Vittoria Street.

Working with BCC and private owners and developers, JQDT aims to restore five listed, derelict or partly vacant properties for commercial, office and residential use. The project will also include opportunities for volunteers to research the industrial and social history of the area, and a range of arts events, which will bring the buildings' stories to life.

The successful outcome of the application was announced by the HLF in October 2015. Project work had not begun by 31 March 2016.

## **Jewellery Quarter: The Standard Works**

The Standard Works is a Grade II listed former industrial building built in 1878-9 and situated near to some of the buildings included in the Jewellery Quarter Townscape Heritage Project. The Ruskin Mill Trust (RMT) bought the building in 2014 to convert it into a college – Argent College – for students with learning difficulties and/or disabilities.

The first phase of development was completed in September 2015, when Argent College welcomed its first intake of students. Future plans involve the creation of a Heritage Gallery and visitor centre for the Jewellery Quarter, studios available to craftspeople, a community workshop space and a café.

In 2015 the RMT commissioned BCT to lead community engagement and consultation activity in preparation for the Round 1 one HLF application.

The successful outcome of the first-round application was announced by the HLF in October 2015. Project work had begun by 31 March 2016.

## **Moseley Road Baths**

The splendid Grade II\* Edwardian Moseley Road Baths were built in 1907 and are owned and run by BCC. The building has suffered from a lack of appropriate maintenance for decades, and is in a dreadful state of repair. BCC announced plans to close the baths in early 2013. They are currently timetabled to close in summer 2017. BCC has no plans for the building after its closure.

The baths were Grade II listed in 1982, upgraded to II\* in 2004, and the complex is included on the World Heritage Fund Watch List and Historic England's Heritage at Risk Register. The Friends of Moseley Road Baths (FMRB) was created in 2006 to raise awareness of its heritage and threats to its future and campaign for continued Council-funded public swimming on site.

Along with FRMB, BCT is one of the founder members of the Moseley Road Baths Action Group (MRBAG), established in May 2015. Committed to retaining public swimming in some form at the baths, the group is otherwise open minded about what shape a viable future for the building might take. In July 2015 MRBAG organised a public consultation meeting, attended by local councillors and Historic England amongst others.

On behalf of MRBAG, BCT's Director helped to secure £10,000 grant funding from Historic England to enable an options appraisal to be carried out. In March 2016, a partnership of the National Trust and the Prince's Regeneration Trust was commissioned to undertake the work.

## **Prefabulous! The Wake Green Road Prefabs**

The Wake Green Road prefabs, in Moseley, comprise a row of 17 detached bungalows, some with outbuildings, built in 1945. They are a remarkable survival of the rare Phoenix design, built following the Housing (Temporary Accommodation) Act of 1944 and sixteen of the seventeen Wake Green prefabs were listed at Grade II in 1998.

Sixteen of the prefabs are owned by BCC, who let them to Council tenants. In recent years, BCC have ceased to undertake any further major repairs (on the basis of cost and the restrictions imposed by their listed status), and are instead rehousing the tenants. Six of the prefabs are now empty and in a poor or vulnerable condition, and more will empty over time.

In 2014 BCC commissioned an options appraisal from Rodney Melville+Partners (RM+P). Reporting in 2015, RM+P recommended restoration of all the BCC prefabs, in partnership with BCT, with up to four of the bungalows transferred to BCT and run as holiday lets. It was felt that the project might be eligible for a significant HLF 'Heritage Enterprise' grant.

The BCT Director submitted an HLF 'Project Enquiry' in June 2015 but was advised that, despite the historic value of the properties, the project was unlikely to be eligible for a 'Heritage Enterprise' grant due to its predominantly residential aspect.

Work on this project continues.



## 5. AMBITIONS FOR 2016/17

### Trust Development

In 2016/17 we intend to:

- Consolidate the transition to full independent status that took place in 2015/2016
- Review overall staff structures and staffing requirements as the Coffin Works moves towards self-sustaining operation without HLF grant support
- Strengthen our knowledge and understanding of our audience and donor base
- Devise and implement a new approach to increasing BCT's supporters, which will include:
  - A revised offer for our individual Supporters
  - A Patrons' scheme
  - A Corporate Supporters scheme

### Coffin Works

BCT intends to ensure that the Coffin Works development is financially self-sustaining by August 2017. Over the 2016/17 financial year, we intend to undertake the following:

- Increase paid admissions by 100%.
- Establish a Coffin Works Management Committee chaired by an experienced museum professional, and comprising BCT trustees and skilled advisors
- Develop and implement a robust marketing strategy for the Coffin Works based on audience research focussing on the 'group tours' market
- Build stronger partnerships with other heritage attractions in the Jewellery Quarter to develop joint marketing and ticketing
- Undertake an in-depth review of the staffing and operation of the Coffin Works
- Review the retail offer at the Coffin Works, with a view to increasing profit margins and overall profitability.
- Introduce improved external signage
- Convert 'The Gallery' into a permanent exhibition space for Newman Brothers
- Seek funding to restore the equipment in the Barrelling Shop to enhance the visitor experience
- Produce a guidebook, seeking sponsorship for the design and printing costs
- Appoint an external evaluator to undertake a systematic quantitative and qualitative evaluation of the achievements of the HLF grant-funded project

## **Consultancy**

In 2016/17 we aim to:

- Work with BCC, the 20<sup>th</sup> Century Society and the Prefab Museum to develop plans to restore and repurpose the Wake Green Road prefabs
- Working as consultants to BCC, secure funding to develop an HLF bid for the restoration of the Cadbury Barn at Manor Farm Park, as the first stage of a larger restoration project
- Secure the contract to deliver the project management and activity plan aspects of BCC's HLF-funded Jewellery Quarter Cemeteries Restoration
- Play a central role in the initiative to achieve a co-ordinated, partnership approach to heritage projects in the Jewellery Quarter, an approach which we did much to foster and which has been enthusiastically embraced by the HLF
- Continue to play a central role in developing plans for a sustainable long-term future for Moseley Road Baths.
- Continue to provide support to the Chamberlain Highbury Trust as it develops its plans for major restoration of the house and grounds at Highbury.
- Continue 'horizon scanning' for future potential major projects
- Insofar as capacity will allow, carry out other consultancy projects for a range of clients

## 6. FINANCIAL STATEMENT

### Review of financial performance

Income for the year under review totaled £189,187 (2015: £658,613). The most significant change being the grant funding as we came to the end of capital funding and have seen a reduction in grant income. We are pleased to see the increase in income from the museum and also rental income due to increased occupancy of the units.

Expenditure for the year was £231,284 (2015: £218,039), the majority of the increase being due to building the staff team as the operational side of activities grows. The net deficit for the year was £42,097 (2015 net surplus £440,574). The balance sheet stands at £1,590,228 (2015: £1,632,325) at the year end.

### Reserves

The Trustees have reviewed the reserves of the charity. The charity undertakes projects with a view to making a surplus that goes towards future projects. This financial year has been one of transition and we therefore ended the year with a net expenditure. The total reserves at the year end were £1,590,228 (2015: £1,632,325) of which £23,452 (2015: £44,177) was unrestricted. Of the restricted funds £1,566,776 (2015: £1,588,148) £1,531,976 (2015: £1,562,296) comprises fixed assets and heritage assets.

### Risk management

The Trustees examine the major strategic, business and operational risks that are associated with undertaking each project. Systems are in place to enable regular reports to be produced so that the necessary steps can be taken to manage these risk.

### Trustees' responsibilities in relation to financial statements

The Trustees (who are also directors of the Birmingham Conservation Trust for the purpose of company law) are responsible for preparing the Report of the Directors and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for that period. In preparing these financial statements the trustees are required to:-

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In preparing this report the Trustees have taken advantage of the small companies exemptions provided by Section 415A of the Companies Act 2006.

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

**BIRMINGHAM CONSERVATION TRUST**  
**(A company limited by guarantee)**

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**INDEPENDENT EXAMINER'S REPORT**  
**FOR THE YEAR ENDED 31 MARCH 2016**

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**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BIRMINGHAM CONSERVATION TRUST**

I report on the financial statements of the company for the year ended 31 March 2016 which are set out on pages 23 to 34.

This report is made solely to the company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

**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 financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

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

- examine the financial statements under section 145 of the Act;
- follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Act; and
- state whether particular matters have come to my attention.

**BASIS OF INDEPENDENT EXAMINER'S REPORT**

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

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**BIRMINGHAM CONSERVATION TRUST**  
**(A company limited by guarantee)**

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**INDEPENDENT EXAMINER'S REPORT (continued)**  
**FOR THE YEAR ENDED 31 MARCH 2016**

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**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 financial statements which accord with the accounting records and 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 Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed:

Dated:

Simon Atkins FCA

PKF Cooper Parry  
Chartered Accountants  
No. 8 Calthorpe Road  
Edgbaston  
Birmingham B15 1QT

**BIRMINGHAM CONSERVATION TRUST**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES INCORPORATING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2016**

	Note	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
<b>INCOME FROM:</b>					
Donations and legacies	2	7,439	94,725	102,164	606,421
Charitable activities	3	54,032	-	54,032	42,958
Investments	4	32,991	-	32,991	9,234
<b>TOTAL INCOME</b>		<b>94,462</b>	<b>94,725</b>	<b>189,187</b>	<b>658,613</b>
<b>EXPENDITURE ON:</b>					
Charitable activities		115,187	116,097	231,284	218,039
<b>TOTAL EXPENDITURE</b>	7	<b>115,187</b>	<b>116,097</b>	<b>231,284</b>	<b>218,039</b>
<b>NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>					
		(20,725)	(21,372)	(42,097)	440,574
<b>NET MOVEMENT IN FUNDS</b>		<b>(20,725)</b>	<b>(21,372)</b>	<b>(42,097)</b>	<b>440,574</b>
<b>RECONCILIATION OF FUNDS:</b>					
Total funds brought forward		44,177	1,588,148	1,632,325	1,191,751
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>23,452</b>	<b>1,566,776</b>	<b>1,590,228</b>	<b>1,632,325</b>

The notes on pages 25 to 34 form part of these financial statements.

**BIRMINGHAM CONSERVATION TRUST**  
**(A company limited by guarantee)**  
**REGISTERED NUMBER: 03380637**

**BALANCE SHEET**  
**AS AT 31 MARCH 2016**

	Note	£	2016 £	£	2015 £
<b>FIXED ASSETS</b>					
Tangible assets	10		<b>816,630</b>		846,950
Heritage assets	11		<b>715,346</b>		715,346
Investments	12		<b>15</b>		15
			<u><b>1,531,991</b></u>		<u>1,562,311</u>
<b>CURRENT ASSETS</b>					
Debtors	13	<b>10,805</b>		10,304	
Cash at bank and in hand		<b>56,271</b>		75,153	
		<u><b>67,076</b></u>		<u>85,457</u>	
<b>CREDITORS:</b> amounts falling due within one year	14	<b>(8,839)</b>		<b>(15,443)</b>	
<b>NET CURRENT ASSETS</b>			<u><b>58,237</b></u>		<u>70,014</u>
<b>NET ASSETS</b>			<u><u><b>1,590,228</b></u></u>		<u><u>1,632,325</u></u>
<b>CHARITY FUNDS</b>					
Restricted funds	15		<b>1,566,776</b>		1,588,148
Unrestricted funds	15		<b>23,452</b>		44,177
<b>TOTAL FUNDS</b>			<u><u><b>1,590,228</b></u></u>		<u><u>1,632,325</u></u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Trustees on behalf, by:

and signed on their

The notes on pages 25 to 34 form part of these financial statements.



**BIRMINGHAM CONSERVATION TRUST**  
**(A company limited by guarantee)**

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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

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**1. ACCOUNTING POLICIES**

**1.1 Basis of preparation of financial statements**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16 July 2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006.

Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

**1.2 Company status**

The company is a company limited by guarantee. The members of the company are the Trustees named on page 21. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

**1.3 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 company and 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 donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

**1.4 Income**

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Income tax recoverable in relation to donations received under Gift Aid is recognised at the time of the donation.

**BIRMINGHAM CONSERVATION TRUST**  
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**1. ACCOUNTING POLICIES (continued)**

**1.5 Expenditure**

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management.

Governance costs are costs incurred in meeting the compliance requirements in connection with the operation of the charitable company as an entity.

**1.6 Tangible fixed assets and depreciation**

Freehold buildings held by the charity and not considered to be a heritage asset (see 1.7) are shown in the balance sheet at a depreciated replacement cost being the current cost of replacing an asset with its modern equivalent asset, less deductions for physical deterioration and all relevant forms of obsolescence and optimisation.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Freehold property	-	Over 30 years
Fixtures and fittings	-	Over 15 years
Computer equipment	-	Over 10 years

**BIRMINGHAM CONSERVATION TRUST**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

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**1. ACCOUNTING POLICIES (continued)**

**1.7 Heritage assets**

The Trustees consider both the museum element of the freehold buildings at Newman Brothers Coffin Fittings Works, and the collections contained within, to be heritage assets. These heritage assets are held in support of the charity's objective of preserving and enhancing Birmingham's threatened architectural heritage and promoting an enjoyment and understanding of the city's historic buildings.

The proportion of the charity's freehold buildings that comprises the Newman Brothers museum is recognised at cost. The Trustees deem this policy appropriate given the historic nature of the buildings and the nature of the charity's activities which ensures that the buildings are maintained in an excellent state of repair to be enjoyed by future generations. The relevant proportion of the freehold buildings has been determined with reference to the footprint.

It is the policy of the charity not to capitalise the heritage assets held in the collections of the Trust. These items were either found within the Newman Brothers Coffin Fitting Works after it was purchased or are small items that have been donated by former employees or associates of the previous occupant. Whilst the contents of the factory are a fundamental part of the heritage of the factory and represent a fascinating picture of life in a Victorian factory in Birmingham, there is little or no commercial value to these items and they are mostly irreplaceable. As a result the Trustees believe that any financial based valuation would be misleading the the value and significance of the items, and furthermore the cost of undertaking such a valuation is deemed to outweigh the benefit as the charity would not look to dispose of any items.

No depreciation is charged on heritage assets as the assets are deemed to have indeterminate lives. The Trustees will consider at least annually whether there has been any impairment to the carrying value of any capitalised heritage assets.

**1.8 Investments**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of financial activities incorporating income and expenditure account.

**1.9 Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the Bank.

**1.10 Taxation**

The company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

**BIRMINGHAM CONSERVATION TRUST**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**2. INCOME FROM DONATIONS AND GRANTS**

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Donations	7,439	-	7,439	8,822
Heritage Lottery Fund	-	27,514	27,514	318,126
English Heritage	-	-	-	212,500
Esmee Fairburn Trust	-	62,600	62,600	35,000
AIM	-	4,611	4,611	19,479
Growing Places	-	-	-	10,000
The Limoges Trust	-	-	-	1,500
Other	-	-	-	994
	<u>7,439</u>	<u>94,725</u>	<u>102,164</u>	<u>606,421</u>

In 2015, of the total income from donations and grants, £3,179 was to unrestricted funds and £603,242 was to restricted funds

**3. INCOME FROM CHARITABLE ACTIVITIES**

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Museum	36,376	-	36,376	9,635
Projects	17,656	-	17,656	33,323
	<u>54,032</u>	<u>-</u>	<u>54,032</u>	<u>42,958</u>

In 2015, of the total income from charitable activities, £42,958 was to unrestricted funds and £ NIL was to restricted funds.

**BIRMINGHAM CONSERVATION TRUST**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**4. INVESTMENT INCOME**

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Rental income	32,991	-	32,991	9,179
Bank interest	-	-	-	55
	<u>32,991</u>	<u>-</u>	<u>32,991</u>	<u>9,234</u>

In 2015, of the total investment income, £9,234 was to unrestricted funds and £ NIL was to restricted funds.

**5. DIRECT COSTS**

	Total 2016 £	Total 2015 £
Exhibition costs	860	-
Equipment and materials	9,378	16,611
Professional fees/consultancy	18,671	19,361
Marketing and publicity	4,201	-
Web and graphic design	8,917	9,561
Wages and salaries	127,919	103,396
National insurance	-	9,421
	<u>169,946</u>	<u>158,350</u>

**6. SUPPORT COSTS**

	Total 2016 £	Total 2015 £
Staff/volunteers training	5,392	11,367
Insurance	7,252	8,845
Utilities	5,219	5,482
Office costs	883	-
Sundry	8,472	3,751
Professional fees	3,800	4,000
Depreciation	30,320	26,244
	<u>61,338</u>	<u>59,689</u>

Included within professional fees above is £3,250 in respect of independent examination fees (2015 £4,000 audit fees) relating to governance.

**BIRMINGHAM CONSERVATION TRUST**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**7. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE**

	Staff costs 2016 £	Depreciation 2016 £	Other costs 2016 £	Total 2016 £	Total 2015 £
Charitable activities	<u>127,919</u>	<u>30,320</u>	<u>73,045</u>	<u>231,284</u>	<u>218,039</u>

In 2015, of the total expenditure on charitable activities, £32,359 was from unrestricted funds and £185,680 from restricted funds.

**8. NET INCOMING RESOURCES/(RESOURCES EXPENDED)**

This is stated after charging:

	2016 £	2015 £
Depreciation of tangible fixed assets: - owned by the charity	30,320	26,244
Auditors' remuneration - audit	-	4,000
Independent examiner's fee	<u>3,250</u>	<u>-</u>

**9. STAFF COSTS**

Staff costs were as follows:

	2016 £	2015 £
Wages and salaries	118,017	103,396
Social security costs	9,902	9,421
	<u>127,919</u>	<u>112,817</u>

The average number of persons employed by the company during the year was as follows:

2016	2015
7	6

No employee received remuneration amounting to more than £60,000 in either year.

**BIRMINGHAM CONSERVATION TRUST**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**10. TANGIBLE FIXED ASSETS**

	Freehold property £	Office equipment £	Computer equipment £	Total £
<b>Cost</b>				
At 1 April 2015 and 31 March 2016	839,754	30,469	2,971	873,194
<b>Depreciation</b>				
At 1 April 2015	24,754	1,218	272	26,244
Charge for the year	27,992	2,031	297	30,320
At 31 March 2016	52,746	3,249	569	56,564
<b>Net book value</b>				
At 31 March 2016	787,008	27,220	2,402	816,630
At 31 March 2015	815,000	29,251	2,699	846,950

The freehold property is the Newman Brothers Coffin Fittings Works and is a 8,748 square foot Grade II\* listed former factory situated in Fleet Street on the edge of the historic Jewellery Quarter of Birmingham. The original three storey premises was built in 1894 and is a typical example of a late 19th Century purpose built factory. A two storey wing was added in the 1960's to increase production capacity.

The renovated building contains the Newman Brothers Museum, providing visitors with an experience of Birmingham's industrial heritage, the offices of the Birmingham Conservation Trust and a number of modern workspaces rented out to local members of Birmingham's creative community.

The proportion of the freehold buildings that comprises the museum is recognised at cost and treated as a heritage asset with no depreciation being charged. The trustees deem this policy appropriate given the historic nature of the buildings and the nature of the charity's activities which ensures that the buildings are maintained in an excellent state of repair to be enjoyed by future generations. Depreciation is charged on the proportion of the freehold buildings occupied by the charity and its tenants.

**BIRMINGHAM CONSERVATION TRUST**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**11. CHARITY HERITAGE ASSETS**

	<b>Newman Brothers Museum £</b>
<b>Cost</b>	
At 1 April 2015 and 31 March 2016	<b>715,346</b>

The collections maintained by the charity are not capitalised. When the charity acquired the Newman Brothers Coffin Fitting Works, all the factory's contents were left in situ. This included large quantities of stock - handles, screws, breast plates and shrouds, paperwork - sales ledgers and catalogues, the original plant and machinery and a range of domestic and personal items. Whilst the contents of the factory are a fundamental part of the heritage of the factory and represent a fascinating picture of life in a Victorian factory in Birmingham, there is little or no commercial value to these items and they are mostly irreplaceable. As a result the trustees believe that any financial based valuation would be misleading to the value and significant of the items and furthermore the cost of completing such a valuation is deemed to outweigh the benefit as the charity would not look to dispose of any items.

**12. FIXED ASSET INVESTMENTS**

	<b>Shares in group undertakings £</b>
<b>Cost</b>	
At 1 April 2015 and 31 March 2016	<b>15</b>

**Subsidiary undertakings**

The following were subsidiary undertakings of the company:

<b>Name</b>	<b>Holding</b>
Birmingham Conservation Trust (Trading) Ltd	100%

The aggregate of the share capital and reserves as at 31 March 2016 and of the profit or loss for the year ended on that date for the subsidiary undertakings were as follows:

<b>Name</b>	<b>Aggregate of share capital and reserves £</b>	<b>Profit/(loss) £</b>
Birmingham Conservation Trust (Trading) Ltd	<b>15</b>	<b>-</b>



**BIRMINGHAM CONSERVATION TRUST**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**13. DEBTORS**

	2016 £	2015 £
Trade debtors	7,047	-
Amounts owed by group undertakings	-	61
Prepayments and accrued income	3,758	10,243
	<u>10,805</u>	<u>10,304</u>

**14. CREDITORS: Amounts falling due within one year**

	2016 £	2015 £
Amounts owed to group undertakings	48	-
Other taxation and social security	1,315	4,363
Other creditors	2,726	2,830
Accruals and deferred income	4,750	8,250
	<u>8,839</u>	<u>15,443</u>

**15. STATEMENT OF FUNDS**

	Brought Forward £	Income £	Expenditure £	Carried Forward £
<b>Unrestricted funds</b>				
General Funds - all funds	44,177	94,462	(115,187)	23,452
<b>Restricted funds</b>				
Coffin works	1,588,148	94,725	(116,097)	1,566,776
Total of funds	<u>1,632,325</u>	<u>189,187</u>	<u>(231,284)</u>	<u>1,590,228</u>

**BIRMINGHAM CONSERVATION TRUST**  
**(A company limited by guarantee)**

**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**16. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Unrestricted funds 2016 £	Restricted funds 2016 £	Total funds 2016 £	Total funds 2015 £
Tangible fixed assets	-	816,630	816,630	846,950
Fixed asset investments	15	-	15	15
Heritage assets	-	715,346	715,346	715,346
Current assets	32,276	34,800	67,076	85,457
Creditors due within one year	(8,839)	-	(8,839)	(15,443)
	<u>23,452</u>	<u>1,566,776</u>	<u>1,590,228</u>	<u>1,632,325</u>

**17. RELATED PARTY TRANSACTIONS**

During the year no remuneration was paid to trustees. In 2015, a payment of £1,000 was paid to one trustee for a piece of work carried out regarding monitoring and assessment of project delivery for the Heritage Lottery Fund activity plan.

Expenses of £153 (2015 £235) were reimbursed to one (2015 two ) trustee.

