

BIRMINGHAM CONSERVATION TRUST ANNUAL REPORT AND ACCOUNTS TO 31 MARCH 2014



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With thanks to our funders in 2013/14:

Heritage Lottery Fund
English Heritage
Greater Birmingham & Solihull Local Enterprise Partnership
Esmée Fairbairn Foundation
AIM Biffa Award
Charles Hayward Foundation
Birmingham City Council

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1. OUR MISSION AND STRATEGY

The charitable purposes of Birmingham Conservation Trust are:

- To preserve and enhance Birmingham's threatened architectural heritage
- To promote an enjoyment and understanding of the city's historic buildings

We work **for** the benefit of the people of Birmingham and its visitors and believe in working **with** local people to find imaginative, sustainable solutions to secure the long-term future of buildings at risk.

We aim to:

- Return historic buildings to a place in people's lives
- enhance local distinctiveness and create an identity for the city that integrates the best of the old with the new
- form partnerships with local communities, with business, industry and the voluntary sector
- empower communities within the city to help improve their environment for the better
- act as a catalyst for urban regeneration in rundown areas of the city
- contribute to the local economy by drawing funds into the city and encouraging tourism and leisure
- combine the best of modern design with the use of traditional construction skills
- encourage people to visit and engage with their built heritage
- provide a forum for discussion and exchange of information about Birmingham's heritage
- sustain the operation of the Trust for the long-term benefit of the people of Birmingham.

2. WHO WE ARE AND HOW WE WORK

Birmingham Conservation Trust is a charitable company limited by guarantee that was set up on 29th May 1977. It is governed by a Memorandum and Articles of Association, which were last amended on November 21st 2011, when a new constitution was adopted based on the updated Architectural Heritage Fund template.

The management of the business and the control of the Trust is vested in its Governing Body – a board of Trustee Directors of up to 13 members, which meets bi-monthly. There are no formal sub-committees but smaller groups of Trustee Directors meet as required to discuss specific tasks. The Trust Director is appointed by the Trustees to manage the day-to-day operation of the Trust. All new Trustee Directors receive an induction pack

containing the Memorandum and Articles of Association, Annual Report and Accounts, and supporting information on roles and responsibilities.

Historically the Trust has had close ties with Birmingham City Council. For so long as it remains a member of the Trust, the Council has the right to appoint three councillors to serve on the Trust board, including the Chairman. The Trust is housed by the City Council in office accommodation at Lancaster Circus, although we will have our own premises in the Coffin Works by late summer 2014. Close ties are maintained with key heritage organisations such as English Heritage and the Heritage Lottery Fund. The Trust also has very good relationships with the National Trust, the Jewellery Quarter Development Trust and the Birmingham Civic Society. Birmingham Conservation Trust is a building preservation trust and a member of the UK Association of Preservation Trusts.

The Trustee Directors serving in the year to 31 March 2014 were:

Cllr Bob Beauchamp – Chairman
Cllr Carol Jones
Cllr Keith Linnecor (resigned 15 July 2013)
Cllr Martin Gladstone Straker Welds (from 15 July 2013)
Ms Jane Arthur
Mr Jason Ashman (resigned 20 May 2013)
Ms Carol Bowsher
Ms Rachel Stephany Cockett (resigned 30 September 2013)
Mr Kenneth Clive Fisher (from 15 July 2013)
Ms Katie Kershaw (from 15 July 2013)
Mr Shane Anthony Kelleher (from 15 July 2013)
Mr Andrew William Thomas Moody – Secretary (from 15 July 2013)
Ms Jennifer Price
Ms Helen Amy Shute (from 11 November 2013)
Ms Sally Szarka (from 15 July 2013)
Ms Jenni Waugh

Staff during the year to 31 March 2014 were:

Director: Simon Buteux BA Hons MPhil MifA FSA

Development Officer: Dr Suzanne Carter BA Hons PhD

Collections & Exhibitions Manager (Coffin Works): Sarah Hayes BA MA – from 6 January 2014 (part time)

PROJECTS

a. The Coffin Works

Since the completion of the Back to Backs, the Coffin Works in Birmingham's historic Jewellery Quarter has been the Trust's major project. With grant support from Birmingham City Council, the Trust bought this semi-derelict late Victorian factory in 2010. In 2011 an award of £999,400 was secured from the Heritage Lottery Fund. Much of our effort since then has been devoted to securing the necessary match funding to get the project onto site, which was achieved this year.

Built in 1894, the Newman Brothers coffin fittings factory is a Grade II* listed building, complete with its historic contents (most now removed to temporary storage off site). Until 1998 Newman Brothers produced high-quality coffin fittings initially in solid brass, then in stamped electro-brass, silver and nickel plate, and latterly in moulded resin. Additionally the company sold shrouds and coffin linings, which they manufactured at the factory from the mid 20th century. In its heyday Newman Brothers employed a workforce of around 100 people. They produced goods that were sent out across the world and adorned the coffins of the great and the good, such as Joseph Chamberlain, Winston Churchill, the Queen Mother and Diana Princess of Wales. When the factory finally closed in 1999 it was left with its machinery, stock, furniture, office equipment etc. in situ, as if at the end of an ordinary working day – a 'time capsule' of Birmingham's industrial heritage.

The Coffin Works project involves the repair and refurbishment of the Newman Brothers factory to bring it into sustainable new use, to secure the long-term future of the buildings, and to make a significant contribution to the economic, social and cultural life of Birmingham's Jewellery Quarter. When the repair and conservation is complete the buildings will have multiple use:

- 'Newman Brothers': a heritage attraction/educational resource comprising five rooms of the original factory (including the Stamp Room and Shroud Room) with original machinery and stock
- A store room and conservation workshop for work on the Newman Brothers collection
- New offices for the Birmingham Conservation Trust (including work and office space for volunteers)
- Up to six workshop/office units for let, aimed at the heritage and creative sectors and with low rents for start-up businesses, together with a meeting room for the shared use of tenants and the BCT

The project seeks to develop partnerships with other heritage attractions, with other enterprises, and with schools, colleges and universities, mainly but not exclusively in

Birmingham's Jewellery Quarter, to maximise both the sustainability and the social, economic and cultural value of the initiative.

Maximising community engagement and participation, especially the participation of youth and ethnic minorities (through, for example, innovative arts and cultural events), is a major goal of the project.

This year saw the appointment, following a rigorous tendering and selection process, of our principal contractor for the repair and conservation work, Fairhurst Ward Abbotts (FWA). FWA, specialist conservation contractors with an impressive track record (including the royal warrant for providing building and decoration services to Her Majesty the Queen), took possession of the site on 29 July 2013. Work up to Christmas focussed particularly on major repairs to the roofs and chimneys. To end March 2014 a major aspect of the work was the 'first fix' of new services, including provisions for a lift for the use of visitors, while in situ repair of the cast-iron framed windows, of which there are nearly 90, has been on-going throughout the project. At the time of writing, FWA are on track to achieve practical completion by July 2014.

The principal members of capital works professional team for the Coffin Works in 2013/14 were:

Project Manager: Kate Dickson, Creative Heritage Consultants Ltd
Architect/contract administrator: Stephen Oliver, Rodney Melville & Partners
Quantity surveyor: Matt McTaggart, Greenwood Projects
Electrical engineer: Steve Lumb, QODA Consulting
Mechanical engineer: Peter Webb, QODA Consulting
Structural engineer: Steve Mason, Hancock Wheeldon & Ascough

As part of the capital works, ten construction work placements for students at South & City College were arranged. As a result of the placements, the college tells us that three of the students have moved into paid employment and apprenticeships, including with FWA. We also worked on a project with 70 tourism students from University College Birmingham for their Applied Marketing module.

Marketing of the office/workshop units to let will begin in May 2014. Significant interest has already been shown and it is intended that tenants will begin to move in in July 2014. The Trust will also have an office in one of the units.

The 'Newman Brothers' heritage attraction is scheduled to open on 24th October 2014. Over the course of the 2013/14 year, much of the effort of our Development Officer, Suzanne Carter, has been devoted to preparing for this. On 13 June 2013 we were very pleased to receive a grant award of £105,000 from the Esmée Fairbairn Foundation. This award will support three appointments dedicated to setting up and running the heritage attraction and delivering the Activity Plan over a three-year period from 2014-2017: a Collections & Exhibitions Manager, a Volunteers & Operations Manager, and a Learning Manager. The Esmée Fairbairn Foundation grant completed the funding package for the Coffin Works project as a whole.

With a grant from the National Heritage Landmarks Partnership Scheme (AIM Biffa) we commissioned film makers and iBook interactive designers to work with us and our volunteers to develop four alternative factory tours for iPads. These are aimed at young people, British Sign Language users, families and adult visitors to the factory. We have also been working with young people from a local secondary school and members of diverse faith communities to create a film about funerary traditions in different faiths. We have a fantastic learning resource based on the theme of the Travelling Salesman, which includes hand-made leather bags filled with handling objects, replica trade catalogues, shroud sample books and business records, as well as other resources. We commissioned a Learning Professional to create a suite of activities for key stage 3-4 and family learning. Our tour guides and visiting children will be dressed in 1960s-style warehouse overalls, which we also had made with the grant money.

We have started to develop the training we will offer to staff and volunteers at the Coffin Works. A volunteer developed a bereavement awareness training course, which we tested with some volunteers and trustees.

We have been continuing to develop work with other museums in the Jewellery Quarter. This year we produced a schools loans box resource using items from the Pen Museum, JW Evans and Newman Brothers' collections based around the theme of 'Birmingham: the workshop of the world'. Our links within the Ladywood Ward are increasing as we have drawn people in from different sectors, community areas and audiences to form a project advisory group for the project. We have also been involved with a local secondary school in a WWI pilot project themed on the impact of the war on the Jewellery Quarter.

b. Stirchley Baths

Stirchley Baths is a Grade II listed Edwardian building, richly detailed in a baroque style, which was officially opened in 1911 and closed in 1988. The building is derelict after being closed for the last 26 years.

Birmingham Conservation Trust was invited to work with Birmingham City Council (Selly Oak District) on their Stage 2 funding application to the Heritage Lottery Fund to bring the former baths back into use as a 'community hub', to replace the nearby community centre.

BCT was commissioned to write the Activity Plan; which covers all the activity that the HLF will fund that is not capital works to the building. We also wrote the Interpretation Plan for the restored building. This work, involving extensive consultation and engagement with local residents and other stakeholders, was spread over the 12/13 and 13/14 financial years, with the City Council submitting its bid in June 2013. The success of the bid was announced in October 2013 and the repair and refurbishment work started on site in February 2014.

More about this project, along with a huge quantity of blog posts, audio and images can be found at www.stirchleybaths.org.

c. Highbury Trust Estate

Highbury was the Birmingham residence Joseph Chamberlain built for himself and occupied from 1880 until his death in 1914. The Grade II* listed house, designed by John Henry Chamberlain (no relation), is in the 'Venetian Gothic' style with much terracotta decoration. The surrounding grounds were landscaped by Edward Milner. The hall and grounds were entrusted to the Corporation of Birmingham in 1932 'for the benefit of the people of Birmingham'. In 1984 the house was restored by Birmingham City Council although urgent repairs are now again needed. It is used primarily as a venue for weddings, conferences and banqueting.

In 2010 the BCT was commissioned by the City Council to develop an Options Appraisal for the future of the Highbury Trust Estate. Our objective has been to find a way to make the Estate sustainable, whilst achieving the charitable aims of the Trust and preserving the heritage of the house and gardens. To do this we have had to identify and evaluate possible options for conservation, repair and future management of the assets.

The Options Appraisal culminated in a public consultation undertaken by the Council in November/December 2012. In 2013/14 we did further work developing the Council's preferred option.

PEOPLE AND PROFILE

Birmingham Conservation Trust has always prided itself on its ability to engage people with the city's historic buildings, and place people at the heart of what we do, whether they are a student, conservation specialist, volunteer, trustee or member of the public.

In 2013/14, with the repair and conservation work underway, most of our effort focussed on the Coffin Works, beginning with live coverage of the start of the construction works on BBC Midlands Today.

a. Staff

The Trust's new full-time Director, **Simon Buteux**, took up his post in January 2013, so 2013/14 was his first full financial year in post. Simon's main task was to get the Coffin Works project on site, and construction work underway, which happened on 29 July 2013. He also secured the outstanding grant funding needed and undertook a detailed review of the whole project, including development of the business plan, aimed at ensuring a vibrant, sustainable future for this extraordinary building. More broadly, Simon is tasked with leading the Trust through a period of transition, coming out from under the wing of local government, establishing new offices at the Coffin Works, diversifying income streams and developing new projects.

The Trust's Development Officer, **Dr Suzanne Carter**, was also mainly engaged with the Coffin Works this year. Suzanne has the role of 'Activity Plan Manager' for the Coffin Works project. This means that she is responsible for all those aspects of the project that are not directly to do with the repair and conservation of the building. Fundamental to this

is all the work needed to get the 'Newman Brothers' heritage attraction ready for opening on 24th October 2014, and fully operational thereafter. This involves further development and implementation of the Interpretation Plan. Suzanne is also responsible for the ongoing programme of community engagement that is central to the work of the project and the Trust is a whole. Suzanne will lead the small team of three staff who will be employed by the project (with grant support) from 2014-2017: Volunteers & Operations Manager (full time), Collections & Exhibitions Manager (part time) and Learning Manager (part time).

The first of these new staff, **Sarah Hayes**, the Collections & Exhibitions Manager, was appointed in January 2014. Having completed with distinction the MA in Museums Studies at Leicester University, Sarah has worked mainly as a freelance curator on a number of projects in Birmingham and the West Midlands, including the new Birmingham History Galleries at the Museum and Art Gallery. She is bringing these extensive skills to curating and cataloguing the Newman Brothers collection, returning the collection to the Coffin Works, and working with Suzanne to develop the Newman Brothers heritage attraction.

The two remaining members of the team will be appointed in April (Volunteers & Operations Manager) and August (Learning Manager) 2014

b. Trustees

Joining the Trust in 2013/14 were Cllr Martin Straker Welds, Ken Fisher, Katie Kershaw, Shane Kelleher, Andy Moody, Helen Shute and Sally Szarka. Retiring were Cllr Keith Linnecor, Jason Ashman and Rachel Cockett. The new appointments have brought the Board of Trustee Directors up to full strength, with 13 members. The new trustees were chosen strategically, through an application and interview process, to achieve a board with the range and balance of experience and skills both to steer the Coffin Works project through to success, and to guide the Trust through a period of growth and transition. We have three Trustees with expertise in different areas of the museums sector (Jane Arthur, Carol Bowsher and Jenni Waugh), a conservation architect (Ken Fisher), an urban planner and heritage consultant (Katie Kershaw), a historic buildings archaeologist (Shane Kelleher), a property developer (Jennifer Price), a chartered accountant and business advisor (Andy Moody), a marketing director and consultant working mainly in the heritage sector (Helen Shute), and a solicitor specialising mainly in property (Sally Szarka). Our Chairman, Cllr Bob Beauchamp, is a businessman.

What unites this diversely-skilled board of trustees is a passion for historic buildings – particularly of course Birmingham's historic buildings – and a determination to advance the work of the Trust.

c. Trustee Away Day: developing and implementing our 'brand proposition'

A new initiative this year was to hold a 'Trustee Away Day'. The principal aim of the day was to take a step back from the day-to-day business that dominates regular board meetings and focus on fundamentals such as the goals, ethos and methods of the Trust. Where are we now? Where do we want to be? How are we going to get there? The starting point was to debate the Trust's 'brand proposition', which it was agreed is 'returning historic buildings to a place in people's lives'. Given this proposition, we could

move on to discuss the broad strategies we could employ to achieve this goal, and how we would implement these strategies.

Of course, as was intended, the away day also gave trustees and staff a chance to get to know each other better and develop as a team.

d. Volunteers

In the last twelve months we have more than doubled our volunteer base. Thirty-four more volunteers have joined the team and given their time in a variety of roles, including 3D digital modelling, research, film-making, photography, tour guiding, study of the Newman Brothers collection, education and social media.

We have not had as many volunteering opportunities this year during the capital works phase at the Coffin Works, but many volunteers have moved into different roles, including our research group. The team of heritage bloggers is growing all the time and there are at least two blog posts a week on our website.

The popular *The Friday Photo* feature, started in November 2012, subsequently led to the creation of our first charity fundraising calendar in 2013/14. We have two photographers working on this now. We have also worked with two student film makers on a film about volunteering with BCT, and a professional film company who are making a 'behind-the-scenes' documentary *pro bono* called 'The Making of the Coffin Works'.

We ventured too into the world of corporate volunteering, arranging two days volunteering with two groups of employees from Ernst & Young.

e. Supporters Group, Newsletter and Calendar

Another new initiative this year was the launch, in July 2013, of the Birmingham Conservation Trust Supporters' Group. The background research and work to set up the group was undertaken by a work-placement student from Warwick University, Jahyun Jang. The Supporters' Group provides an alternative route to volunteering for those who wish to engage with the work of the Trust. A quarterly newsletter provides 'inside' stories on the Trust's work and projects, and a programme of exclusive events is provided for supporters and volunteers. Currently membership of the Supporters' Group remains small (31 members), but it is an aspect of the Trust that we aim to develop significantly with the move to the Coffin Works.

f. Heritage Open Days: Sunday 15 September 2013

This year, with conservation works underway, there was limited access to the factory. However, we opened the Coffin Works for tours over one day, giving 104 visitors the opportunity of a 'hard hat' conservation tour, led by the contractors FWA and supported by BCT staff and volunteers. It was an exciting day, with lots of positive feedback and enthusiasm from visitors.

g. Arts Projects

During conservation works we have welcomed photographers to capture the transformation of the Coffin Works. One of these is an artist-composer Andy Garbi, who spent a week or so on site pre-restoration recording the acoustics of some of the workshops comprising the Newman Brothers factory. The acoustic qualities of old buildings are an aspect of them that is easily overlooked. Andy has documented the changing 'acoustic templates' of the workshops as the repair work has progressed and the workshops are brought up to modern-day office standards. Andy has received Arts Council England funding for an exciting audio-visual installation that will incorporate these acoustic templates with photography and specially composed music. This will add to our interpretation of the building, and will be the inaugural exhibition when we open our doors to the public in October 2014.

h. Talks and Tours

Talks

We were invited to give talks on the work of the Trust and, especially the Coffin Works project, to the following groups:

Handsworth Historical Society, Streetly Methodist Church Women's Fellowship, Jewellery Quarter Association Breakfast Talk, Jewellery Quarter Day School (run by the University of Birmingham), Birmingham & Warwickshire Archaeological Society, Ludlow Civic Society, Yardley Conservation Society, Midlands branch of the Victorian Society, Birmingham Council of Faiths, Kidderminster and District Historical and Archaeological Society, Sutton Coldfield Methodist Church, Council of British Archaeology Day School, Edgbaston Supper Club, and again at the University of Birmingham as part of their Arts and Science Festival.

These talks have involved raising the profile of the Trust to approximately 535 people.

Tours

This year we gave tours of the Coffin Works to 90 students. These have been a combination of pre-restoration and 'hard-hat' conservation tours. We accommodated groups from Leicester University (Urban Conservation Course), South and City College (Construction Skills) and University College Birmingham (Tourism).

We have also given (pre-restoration) tours to Handsworth Historical Society, volunteers from JW Evans, and members of the Institute for Archaeologists at their annual conference. We ran two successful days of 'pre-restoration' public tours at the end of April, for 240 people.

During conservation works, the contractor FWA has been working with us to deliver the hard-hat tours. We have welcomed the West Midlands History Committee and 29 of our volunteers and Supporters Group. We also invited the residents of the apartment block opposite the factory to an exclusive tour, to which 10 residents came.

We have been delighted to welcome 256 pupils from four local primary schools and two

secondary schools to visit the Coffin Works during the year, either before or during restoration. In total this year we welcomed over 700 visitors to the factory.

i. Website

The number of website visitors remains steady this year and Google Analytics shows we had 21,293 new users during this 12-month period. Surprisingly only 7,342 visitors are from Birmingham, which is 34% of the total. This shows that the audience for our work is not just local. We get a lot of traffic from London and the USA, as well as other parts of the West Midlands.

Affiliate links with *Amazon* and *Spend and Raise* continue to generate a small amount of additional income for the Trust through a charity referrer's fee scheme, without any cost to the purchasers (BCT receives up to 10% of any purchase).

j. Social Media

We are continuing to grow our presence on social media. In this period we grew our Facebook audience from 247 to 473 'likes'. Twitter followers of @birminghamct grew significantly to 2468 by the end of March (increase of 668 on last 12-month period). Our @coffinworks twitter account reached 1365 followers this year. In January we also launched a separate Coffin Works Facebook page and within 24 hours had over 120 'likes'. By the end of March we had 272 'likes'. Sarah, our Collections & Exhibitions Manager, posts a weekly 'Object of the Week' from the Newman Brothers collection, which is proving popular.

4. AMBITIONS FOR 2014/15 AND BEYOND

In 2014/15 we will:

- Complete the repair and conservation of the Coffin Works (scheduled to be completed by July 2014).
- Strive to find suitable tenants to take up occupation of the commercial units available at the Coffin Works from July 2014 (at the time of writing, three of the four units that will initially be available have already been reserved by small businesses, including a jeweller and a photography business). We intend that the businesses occupying the Coffin Works will form community, contributing directly and indirectly to the vibrancy of the place.
- Establish an office for the Trust at the Coffin Works. This will give us considerably more space for our growing number of staff, and also – very importantly – workspace for our volunteers. Location at the Coffin Works will give the Trust a friendly 'shop front' that will greatly enhance our ability for community engagement.
- On October 24th, open the 'Newman Brothers' heritage attraction. Our biggest challenge is create a new heritage attraction from scratch, and begin to run it successfully and profitably.

In addition to these challenging new tasks focussed on the Coffin Works, the Trust will continue to fulfil and develop its wider remit of preserving and enhancing Birmingham's historic buildings and promoting an enjoyment and understanding of the city's architectural heritage. We will do this by:

- Continuing to provide consultancy services to Birmingham City Council and others, notably in the preparation of options appraisals and Heritage Lottery Fund bids
- 'Horizon scanning' for future potential major projects to follow on from the Coffin Works
- Strengthening our links with existing partners and establishing new partnerships, including with developers, especially in the Jewellery Quarter
- Exploring new ways of generating income to build and maintain reserves
- Continuing to develop our formal volunteering programme
- Growing our Supporters' Group
- Developing our strategy for engagement with businesses
- Holding an annual 'away day' for our Board of Trustees, where the focus is not on the day-to-day business of the Trust but on strategic planning for the future
- Continuing to develop and upgrade our websites (Trust and Coffin Works), maintaining the frequency of blogs at at least two new blogs each week
- Further developing our social media presence and communications through Facebook and Twitter.

Beyond 2013/14: A Sustainable Future

The period from late summer 2014 to 2017 will see the Trust operating the Coffin Works with substantial revenue grant support from the HLF and others. Successful commercial operation of the Newman Brothers heritage attraction and successful letting of the commercial units at the Coffin Works will allow the Trust to rebuild its reserve funds in preparation for running the Coffin Works as a self-sustaining enterprise from 2017 onwards. This period of grant support will also provide the Trust with the opportunity to further develop the range of other initiatives – Supporters' Group, business engagement – that we see as fundamental to the future success of the Trust. Most importantly, we will use this period to develop the services, projects and partnerships that will enable us to better deliver our charitable aims and achieve a long-term sustainable future.

5. Financial Statement

Constitution and objectives

The Trustees, who are also Directors of the Charity for the purposes of the Companies Act, submit their annual report and the financial (SORP) statements for the year ended 31 March 2014. The Trustees have adopted the provisions of the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in 2005 in preparing the annual report and financial statements of the Charity.

Birmingham Conservation Trust is a charitable company limited by guarantee and was set up on 29 May 1997. It is governed by a Memorandum and Articles of Association, which were last amended on 21 November 2011, when a new constitution based on the updated Architectural and Heritage Fund template was adopted.

Its objects 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.

Directors and trustees

The directors of the charitable company, Birmingham Conservation Trust, are its Trustees for the purpose of charity law and throughout this report are collectively referred to as the Trustees.

The trustees that served during the year were:

Councillor Bob Beauchamp – Chairman
 Councillor Carol Jones - appointed 16 July 2012
 Councillor Martin Straker Welds - appointed 15 July 2013
 Councillor Keith Linnecor - resigned 15 July 2013
 Ms Jane Arthur
 Ms Carol Bowsher
 Mr Ken Fisher - appointed 15 July 2013
 Mr Shane Kelleher - appointed 15 July 2013
 Ms Katie Kershaw - appointed 15 July 2013
 Mr Andrew Moody - appointed 15 July 2013
 Ms Jennifer Price
 Ms Helen Shute - appointed 11 November 2013
 Ms Sally Szarka - appointed 15 July 2013
 Ms Jenni Waugh - appointed 19 November 2012
 Mr Jason Ashman - resigned 20 May 2013
 Ms Rachel Cockett - resigned 30 September 13
 Mr William Lilley - resigned 20 February 2013

Secretary	Mr Andrew Moody
Company Registration Number	03380637
Charity Registration Number	1063124
VAT Registration Number	754 1150 55
Registered Office	1 Lancaster Circus Queensway Birmingham B4 7DJ
Bankers	Co-operative Bank PLC Colmore Row Birmingham B3 3BA
Solicitors	Gateley 111 Edmund Street Birmingham B3 2HJ
Auditors:	Clement Keys LLP 8 Calthorpe Road Edgbaston Birmingham B15 1QT
Constitution	The charity is a company limited by guarantee and is governed by its memorandum and articles of association.

Organisation

The management of the business and the control of the Trust is vested in its Governing Body, a board of trustees of up to 13 members, who meet bi-monthly. There are no formal sub-committees but smaller groups of Trustees do meet from time to time to discuss specific tasks.

The Trust has close ties to Birmingham City Council. For so long as it remains a member of the Trust, the Council has the right to appoint three councillors to the Trust, including the Chairperson.

The Trust also has close links with the National Trust through the partnership on the Back to Backs Project, The Trust maintains close ties with the Heritage Lottery Fund as the funder of several projects.

Public Benefit

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.

Induction of Trustees

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

Statement of Financial Activities

The Statement of Financial Activities for the year is set out within the financial statements. Any surplus funds are invested with Birmingham City Council. The Trust's wholly owned Trading Company was dormant in the year.

Reserves

The Trustees have reviewed the reserves of the Charity. The Charity undertakes projects with a view to making a surplus that goes towards funding future projects.

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 risks.

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 so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of the financial statements may differ from legislation in other jurisdictions.

Auditors

The auditors Clement Keys LLP will be proposed for re-appointment in accordance with section 485 of the Companies Act 2006.

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 on 16 June 2014 and signed on its behalf by

Bob Beauchamp
Chairman

Contact Details

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Tel: 0121 303 2664

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INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF BIRMINGHAM CONSERVATION TRUST

We have audited the financial statements of Birmingham Conservation Trust for the year ended 31 March 2014 which comprise the Statement of Financial Activities, Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 18 the directors (who are also the trustees of the charitable company for the purposes of charity law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2014 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- and have been prepared in accordance with the requirements of the Companies Act 2006.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
BIRMINGHAM CONSERVATION TRUST – continued**

Opinion on other matter prescribed by Companies Act 2006

In our opinion the information given in the Report of the Directors for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the Report of the Directors and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report.

Other matter

The comparative financial statements are unaudited.

Simon Atkins FCA

Senior Statutory Auditor
for and on behalf of:

Date: 16 June 2014

CLEMENT KEYS LLP
Chartered Accountants
Statutory Auditors
No.8 Galthorpe Road
Edgbaston
Birmingham
B15 1QT

Birmingham Conservation Trust

Statement Of Financial Activities For The Year Ended 31 March 2014
(Incorporating an income and expenditure account)

	Note	Restricted Fund £	General Fund £	Total Funds 2014 £	Total 2013 £
Incoming Resources					
Investment income - Deposit interest		-	311	311	677
Voluntary income - Donations		-	1,461	1,461	2,373
Charitable activities	2	<u>1,098,352</u>	<u>8,333</u>	<u>1,106,685</u>	<u>52,844</u>
Total Incoming Resources		<u>1,098,352</u>	<u>10,105</u>	<u>1,108,457</u>	<u>55,894</u>
Resources Expended					
Charitable activities					
Project costs	3	48,756	-	48,756	69,201
Support costs	3	-	11,093	11,093	46,786
		<u>48,756</u>	<u>11,093</u>	<u>59,849</u>	<u>115,987</u>
Governance Costs					
Salaries		-	3,219	3,219	2,194
Audit / Independent Examination fee		1,475	1,475	2,950	1,525
Sundry Expenses		-	26	26	28
		<u>1,475</u>	<u>4,720</u>	<u>6,195</u>	<u>3,747</u>
Total Resources Expended		<u>50,231</u>	<u>15,813</u>	<u>66,044</u>	<u>119,734</u>
Net (outgoing) / incoming resources being net (expenditure) / income for the year		1,048,121	(5,708)	1,042,413	(63,840)
Reconciliation of funds:					
Fund Balances brought forward		<u>122,465</u>	<u>26,873</u>	<u>149,338</u>	<u>213,178</u>
Fund Balances carried forward		<u>1,170,586</u>	<u>21,165</u>	<u>1,191,751</u>	<u>149,338</u>

There were no recognised gains or losses for 2014 or 2013 other than the result for the year. Accordingly, a statement of recognised gains and losses has not been prepared. All income and expenditure relates to continuing activities and there is no difference between the reported result and that on an historical cost basis.

Birmingham Conservation Trust

Balance Sheet As At 31 March 2014

Company number: 03380637

	Note	Restricted Fund £	General Fund £	2014 Total £	2013 Total £
Fixed Assets					
Tangible fixed assets - Heritage Assets	7	1,091,000	-	1,091,000	65,000
Investments	8	-	15	15	15
Current Assets					
Debtors	9	146,207	81,162	227,369	309
Cash at Bank		-	-	-	94,328
		<u>146,207</u>	<u>81,162</u>	<u>227,369</u>	<u>94,637</u>
Creditors: amounts falling due within 1 year	10	<u>66,621</u>	<u>60,012</u>	<u>126,633</u>	<u>10,314</u>
Total Net Assets		<u>79,586</u>	<u>21,150</u>	<u>100,736</u>	<u>84,323</u>
Total Assets		<u>1,170,586</u>	<u>21,165</u>	<u>1,191,751</u>	<u>149,338</u>
Funds					
Unrestricted Income Funds	14	<u>1,170,586</u>	<u>21,165</u>	<u>1,191,751</u>	<u>149,338</u>

These 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 April 2008).

The financial statements were approved by the Board of Trustees on 16 June 2014 and were signed on its behalf by:

Bob Beauchamp
Chairman

Birmingham Conservation Trust

Notes To The Accounts For The Year Ended 31 March 2014

1 Accounting Policies

(a) Basis of accounting

The financial statements are prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities", the Companies Act 2006 and the Financial Reporting standard for Smaller Entities (effective April 2008).

(b) Income and Expenditure

Income and expenditure is accounted for on an accruals basis.

(c) Grants and Donations

Grants are recognised when approved by the donor. Other donations are recognised in the period in which they are received.

(d) Governance Costs

Governance costs comprise all costs involving the public accountability of the charity and its compliance with regulation and good practice. These costs include those related to statutory audit and accountancy fees together with an apportionment of support costs. The apportionments are based on the Trustees' best estimates carried out on a reasonable and consistent basis.

(e) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. No depreciation has been charged in the year as the asset is still currently in the course of construction.

(f) Fund Accounting

Funds held by the Charity are:

Unrestricted Funds: These are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted Funds: These are funds represented by grants and donations which are subject to restrictions imposed by the donor on their expenditure.

Designated Funds: These are funds which have been put aside out of unrestricted funds at the discretion of the trustees for particular projects. The designation is for administrative purposes only and does not legally restrict the trustees discretion to apply the fund.

Birmingham Conservation Trust

Notes To The Accounts For The Year Ended 31 March 2014

(continued)

3. Resources Expended - Charitable Activities

Project costs in the year were incurred on:	2014	2013
	£	£
Salaries	21,462	10,558
Digital Guidebooks	9,374	1,500
Education	7,472	-
Film Makers	5,850	1,950
Web and Graphic Design	3,324	-
Sundries	1,274	1,215
Professional Fees	-	53,978
	48,756	69,201

The support costs are:	2014	2013
	£	£
Salaries	3,924	23,018
Sundry Expenses	7,169	23,768
	11,093	46,786

The majority of salary costs are charged to the Coffin Works project this year and so are considerably reduced in General Fund.

4 Trustees' Remuneration and Expenses

No remuneration was paid or payable in respect of the year out of the funds of the Charity either directly or indirectly to any Trustee or to any person known to be connected with them (2013 nil).

Three Trustees had their expenses reimbursed during the year, to the value of £86.80 (2013 one, to the value of £106.44).

5 Employees

The Charity employed three people during the year (2013 Two). Employment costs totalled £40,236 (2013: £27,420). Of this, £33,093 was charged to the Coffin Works Project, £3,924 to General Fund and £3,219 to governance costs.

The employment costs comprised:	2014	2013
	£	£
Gross Wages	36,675	24,924
Employers NI	3,561	2,496
	40,236	27,420

Birmingham Conservation Trust

Notes To The Accounts For The Year Ended 31 March 2014

(continued)

6 Taxation

As a charitable company, Birmingham Conservation Trust, is exempt from tax on income and gains falling within section 481-489 of the CTA 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives. No tax charges have arisen within the charitable company.

7 Tangible Fixed Assets - Heritage Assets

	Asset in course of construction	Total
	£	£
Cost		
At 1 April 2013	65,000	65,000
Additions	1,026,000	1,026,000
	1,091,000	1,091,000
At 31 March 2014	1,091,000	1,091,000
Depreciation		
At 1 April 2013	-	-
Charge for the year	-	-
	-	-
At 31 March 2014	-	-
NBV		
As at 31 March 2013	65,000	65,000
As at 31 March 2014	1,091,000	1,091,000

During the course of the year expenditure was incurred on renovating and developing the Coffin Works. Elements of this expenditure relating to capital have been included in Additions for the year. On completion of development works in the year 31 March 2015 a view will be taken as to the carrying value of the Coffin Works and any adjustment will be made in that year.

Additions in the year comprise capital works incurred by the projects main contractor £909,975, together with associated design team professional fees £80,855, plus incidental costs £35,170, all of which total £1,026,000.

8 Fixed Asset Investments

The Trust holds the whole of the issued share capital of Birmingham Conservation Trust (Trading) Ltd, a dormant company incorporated in England and Wales.

	Shares in subsidiary undertaking	
	2014	2013
	£	£
	15	15
	15	15

Birmingham Conservation Trust

Notes To The Accounts For The Year Ended 31 March 2014 (continued)

9 Debtors and Prepayments: amounts falling due within 1 year	2014	2013
	£	£
Accrued interest	141	299
HMRC	81,021	10
Heritage Lottery Fund (Coffin Works Project)	146,207	-
	<u>227,369</u>	<u>309</u>

10 Creditors: amounts falling due within 1 year	2014	2013
	£	£
Bank overdraft	123,488	-
Accountancy charges	2,950	1,525
Consultant	195	-
B'ham City Council - salaries	-	8,789
	<u>126,633</u>	<u>10,314</u>

11 Related Party Transactions

The Birmingham Conservation Trust paid the following amounts to Birmingham City Council in the year:

	2014	2013
	£	£
Administrators' Remuneration	40,236	27,420
Reimburse Solicitors Fees	2,700	-
Insurance	-	1,411
Translation Service - Mosely Road Baths	-	75
Entertainment Licence - Coffin Works	-	21
NNDR Business Rates - Coffin Works Storage	-	-
Planning Fees - Coffin Works	-	-
	<u>42,936</u>	<u>28,927</u>

12 Risk Management

The Trustees keep under review the major strategic and operational risks which the Charity faces and are satisfied that systems have been established in order to minimise the possible effects of such risks on the Charity.

13 Liability of the Members

The liability of the members as set out in the Memorandum of Association of the company is as follows:

"Every Company Member promises, if the company is wound up whilst he is a Company Member or within one year after ceasing to be a Company Member, to contribute such amount as is required up to a maximum of £1 towards the costs of winding up the company and liabilities incurred whilst the contributor was a company member."

Birmingham Conservation Trust

Notes To The Accounts For The Year Ended 31 March 2014 (continued)

14 Funds

The restricted fund is a fund set aside by the trustees to represent the income and expenditure incurred in connection with the Newman Brothers Coffin Works project.

	At 1 April 2013	Incoming Resources	Outgoing Resources	Transfers	At 31 March 2014
	£	£	£	£	£
Restricted Funds					
Stirchley Baths	-	2,000	-2,027	27	-
Coffin Works	122,465	1,096,352	-48,204	-27	1,170,586
	<u>122,465</u>	<u>1,098,352</u>	<u>-50,231</u>	<u>-</u>	<u>1,170,586</u>
Unrestricted Funds					
General Fund	26,873	10,105	-15,813	-	21,165
	<u>149,338</u>	<u>1,108,457</u>	<u>-66,044</u>	<u>-</u>	<u>1,191,751</u>

15 Purchase of the Coffin Fitting Works

On 2 August 2010 the Trust purchased the Newman Brothers Coffin Fittings Factory for £65,000. A grant was received from BCC in July 2010 for £150,000 in respect of this purchase. The remainder of this grant has been / will be put towards the restoration costs.