BIRMINGHAM CONSERVATION TRUST

ANNUAL REPORT AND ACCOUNTS TO 31 MARCH 2012

Newman Brothers Coffin Fitting Works, 13-15 Fleet Street
The Sandbury Trust
The Pilgrim Trust
Heritage Lottery Fund
English Heritage
Charles Hayward Foundation
Birmingham Common Good
Birmingham City Council
Thanks to our Funders
The charitable purpose of Birmingham Conservation Trust are:  

1. OUR MISSION AND STRATEGY

- Sustain the operation of the Trust for the long term benefit of the people of Birmingham.
- Provide a forum for discussion and exchange of information about Birmingham's heritage
- Encourage people to visit and engage with their built heritage
- Combine the best of modern design with the use of traditional construction skills
- Contribute to the local economy by drawing funds into the city and encouraging tourism
- Act as a catalyst for urban regeneration in rundown areas of the city
- Empower communities within the city to help improve their environment for the better
- Form partnerships with local communities, business, industry and the voluntary sector
- Enhance local distinctiveness and create a new identity for the city that integrates the best

We aim to:

- Build trust and risk with local people to find imaginative sustainable solutions to secure the long-term future of buildings.
- Promote an employment and understanding of the City’s historic buildings.
- To preserve and enhance Birmingham's historical architectural heritage.
- Encourage people to visit and engage with their built heritage.
Elizabeth Peddigrew ensures that there are close links to the various national and local initiatives.

Association of Preservation Trusts (APT) chair of the Midlands region of APT, our Director of Conservation, is a building preservationist and a member of the UK Heritage Lottery Fund. The Trust also has a very good relationship with the National Trust through the partnership on the Back to Back project.

The Trust has close ties with Birmingham City Council for so long as it remains a member of the Council of Birmingham Civic Society. The Trust is housed by the City Council in office accommodation at the Instinc Building.

Charity Commission:

Trustees are responsible for the APT Guidance Notes for Building Preservation Trusts and the APT Code of Practice. Trustees are accountable to the Charity Commission for the financial health of the Trust, and for the proper management of its affairs. Trustees are required to meet regularly to discuss the Trust's affairs.

Appointment of Trustees:

A Trustee has a maximum of two terms, serving by secret ballot and City Council appointment.

The first year term will be a maximum of two terms, serving by secret ballot and City Council appointment. The second year term will be two terms, serving by secret ballot and City Council appointment.

The Trust's annual report is submitted to the Charity Commission.
conservation professionals. Stephen Oliver from the practice will be the lead architect and
the Coffin Filings Works project forward. Together with a team of other highly skilled
earlier in the year Conservation Architect Rodney Melville and Sons were appointed to take
Revenue shortfall during the construction phase of the project.
from English Heritage of £200,000. And we are confident that we can raise the £250,000
Heritage Lottery Fund. Most of our capital funding is in place; thanks to an additional award
year our main objective has been to find match funding for our £399,400 grant from the
In September 2010 we became the proud owners of a semi-detached Victorian factory. This
(a) The Coffin Filings Works

PROJECTS

Meeting Avenue Jeckins from the Heritage Lottery Fund in July 2011

3.
PROJECTS, PEOPLE, PROFILES AND PLACES – REVIEW OF 2011/12

Thacker Development Officer, until December 2011.
During the year the Trust was managed by Elizabeth Perkins, Director, assisted by Lucie

Stepping

Mr Leigh Walker – from 1st November 2011.
Ms Jannie Wragg – from 19th November 2012
Mr Les T Spinks – retired 19 November 2012
Mr Michael Shapre – retired 14 May 2012
Ms Jennifer Price – from 16 January 2012
d. Highbury Trust Estate

has been offered to the group if required.

C. Rokey House

Building. BCT would be keen to take it
North West Birmingham Development Agency, so if an opportunity arises to rescue this
were meaningful issues of consultation with the NHS, Birmingham City Council and with
were consultation, however, the process has been made during the year. The Trust maintained an interest but no
BCT continued to explore the possibility of purchasing this magnificent nineteenth century

b. Archway of Tears

our local partnerships.

We continue to explore links with other Jewellery Quarter heritage actions and strengthen
construction phase of the project and we continue to make this a priority for the Trust.

It has been challenging to secure a working capital loan to assist with cash flow during the
through events, activities and an interesting range of volunteering opportunities.
BCT enabling us to work closely with current supporters and hopefully new ones.
including space for the Trust to move into. This represents the start of a new direction for
expressed. The new scheme, which has an estimated construction cost of £1.2 million, will see the

The team submitted the latest scheme for planning permission, as the previous consent had

facade in the Jewellery Quarter owned by English Heritage.

comes with an excellent track record having completed work at J W Evans, the Silver Smiling...
of Directors.
Mr Jason Aisman, Ms Carol Bowsher, Ms Jennifer Price and Mr Leigh Walker onto the Board
considered to ask questions and disclose any matters for the future. From this process we received
comprising a tour of Newman Brothers, a presentation about the Trust and an opportunity for a
successful recruitment afternoon for potential new Trustee directors in November.

a. Trustees

at risk.
supporters all are an important part of the BCT team in helping save Birmingham’s buildings.
places is at the centre of what we do, volunteers, Trustees, conservation specialists and our
Birmingham Conservation Trust prides itself on the fact that people and how they respond to

times.
continuation publication about resilience and innovative solutions to problems in difficult financial
In 2012 English Heritage selected BCT and the Corin Voysey project to be a case study for a

PEOPLE

From left to right: Highbury Hall, Yardley Cemetery Lodge, Archway of Tears and Hocevy House

secure the building at a reasonable cost.

like our, Trustees agreed that if is an exciting project and high priority for BCT – if we can
Trustees visited Yardley Cemetery to decide whether it is a project that BCT might want to

property.

construction feasible, as capital costs for repair appear to be higher than the end value of the
and no longer suitable for current purposes; this fantabulous building is in poor condition and at
Cemetery as a living project. Currently owned by the Birmingham’s Bereavement Services
For some time we have been considering a buy, semi-detached but lovely building in Yardley

e. Yardley Cemetery Lodge
In 2011 we adopted a new volunteer policy and indemnity statement and used the MLA template, created the necessary documentation to set up our volunteering programme. Due to a gap in training, the volunteering programme will be developed and formally launched at the end of July 2012.

Volunteers also helped clean up the Coffin Filings Works and manned the doors. Donations of £395.50 were received.

243 people visited the Coffin Filings Works this year for pre-booked tours led by Elizabeth, John Price and Jason Aslam.

New Trustees to join the Board of Directors in 2011-12 are (left to right): Leigh Walker, Carol Bowsher, John Price and Jason Aslam.

In January 2012 the Trustees Directors attended a social media training session, funded by Museums Libraries and Archives.

Volunteers, Compliments and Training.

In 2011 the Board of Trustees approved and adopted the revised constitution and a suite of policies which cover Health & Safety, Acquisition and Disposal Policy, Access.
Cast and crew of Shimmeman Productions, Clives and Tin Box. Stop the Clocks.

Students from Wellesley College shot a pop video featuring the Cotton Filings Works. The song "Circles" in the Factory (April 2012) which we are looking forward to seeing.

By the Factory in September/October.

Run of "Stop the Clocks" in June 2011. Tin Box remounted their inspiring piece of work inspired by the Factory. In June 2011, Tin Box remounted their inspiring piece of work inspired by the Factory. We are keen to use the space at the Cotton Filings Works in creative ways and hire out the

d. Arts Projects

Blythe Bevan and Edmund Worries, Hannah, Seven, and a group picture of volunteers and trustees.

Some of the volunteers who have helped us this year. From left to right: Juliet Clavering, Maxine Thomson, Volunteer bloggers and newly-trained trustees. www.BirminghamConservationTrust.org
The Trust introduced a charity referral fee scheme, whereby any cost to the purchasers (BCT) Affiliate links with Amazon and spend and raise continue to generate additional income for Facebook and Twitter.

The new look BCT website went live just before Christmas and has played an important role in raising the profile of the Trust. We are continuing to make a social media expert as a Trustee in the Board of Directors. We have also given tours and welcomed groups into the Cotton Filings Works. These included

- Update their documentary programme, and @shabana_mahmood on Twitter
- Michael Reddy on his Ghost Tour
- From left to right: Elizabeth Perera, Kris Cough and Jackie Williams, Elizabeth with INN News Team and

Trustees and Friends. From May 2011, the Ghost Tours of Birmigham run by Michael Reddy have included the Cotton Filings Works tour, led by the University of Birmingham's History of Art Department, and the Jewellery Quarter Association. Tours and talks have developed to focus on local history and heritage groups. We have presented talks and received the help of local volunteers, Jacky and Kris, to work as ambassadors for the Trust. We continue to be invited to give talks to local history and interest groups. This year we have

- Talks and Tours
Buildings at risk: Investigate and respond to opportunities in public sector, particularly in relation to

Identify potential partnerships with developers

and promote the Trust’s consultancy services more effectively

Establish charge rates for consultancy work to reflect the expertise within the Trust and

the prevailing economic circumstances

Explore different ways of income generation to build and maintain reserves, having

Establish a supporters’ group to support and build capacity for the Trust

A sustainable future

Maximise income generation from the Coffin Filling Works by changing for using the

issue for 2012-13. Our objectives for 2012-13 are to:

Although the Trust has been successful in attracting substantial funds for its projects, it has

made the key

been less successful at generating core funding. Trustee Directors have made this the key

issue for 2012-13. Our objectives for 2012-13 are to:

A sustainable future

will be the start of a new and exciting chapter in the Trust’s work.

This coming financial year, we will deliver on ambitious learning and application targets. This coming financial year will also see the creation of a supporters’ group who will help us move

Will help us move

Will help us move

A sustainable way.

forward in a sustainable way.

We aim to recruit new trustees with expertise in using social media to lead our team of

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Working for us.

environment will also be an opportunity to influence the project’s making our asset

The Coffin Filling Works and learn about our initiatives through our history.

environment will also be an opportunity to influence the project’s making our asset

In this pre-restoration year we strive to offer more opportunities than ever before for people

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in supporters’ and therefore capacities.

We will continue to increase our focus on volunteering and building our public profile through:

establishing a formal volunteering programme. Using social media to create a regular

We will continue to increase our focus on volunteering and building our public profile through:

We will continue to increase our focus on volunteering and building our public profile through:
Our audience:

- To make better use of our website and other social media techniques to communicate with
- Engaging with our faith-based audiences
- In a city with a multiplicity of faiths and funeral customs, we will research best practice in partnerships with emerging organisations in the Quarter.
- To strengthen links with our existing partners in the Jewellery Quarter, developing ways in which visions can engage with this significant historic place and establish new
- To visit the Faculty before works start on site
- To develop a pilot programme of innovative activities and events to encourage people to
- Project does not hit cash-flow problems
- Negotiate an interest-free working capital loan with Birmingham City Council to ensure the
- To sign off detailed design work for the architectural scheme and produce contracts for
- To secure permission to start from the Heritage Lottery Fund so we can start to draw
- To secure the required funding which tends to be limited to spend within a year
- To finalise the funding for the capital works on the project (£250,000) and to secure as

Our objectives for 2012-2013 for this project are as follows:

Coffin Fitting Works
amongst volunteers.

- Collaborate to encourage opportunities through BME networks to encourage diversity
- Direct social sessions to enable volunteers, staff and Trustees to get to know each other
- Hold at least two volunteer social sessions to enable volunteers, staff and Trustees to establsh what they want to get out of volunteering with the Trust
- Identify roles and develop role descriptions for a wide range of volunteer tasks to help

We aim to:

Volunteers

- Increase the Trust’s profile by maximising Heritage Open Days publicity
- Work with partners to develop an evening session to attract young people to the building
- Develop additional activities to tourns, especially for family audiences
- Open the current Flushing Works for at least two days and increase visitor numbers

We aim to:

Heritage Open Days – September 2012

- and add value.
- Work with City Council on heritage projects where the Trust can bring heritage expertise
- Continue to investigate options for Vardenby Cemetery Lodge

We plan to:

Other Projects

- Provide advice and guidance to the Trust and Charnleys Committee so they can decide on
- Complete the Options Appraisal

Highbury Estate We plan to:

- Having drafted a comprehensive Options Appraisal for Birmingham City Council on the

Highbury Trust Estate
Recruit new Trustees with social media skills.

Facebook

Further develop our social media presence and communications through Twitter and

Recruit at least two new volunteers to blog for the Trust

Recruit at least two new volunteers to blog for the Trust

Increase the number of blogs to at least two new blogs per week

Ensure that photographs are taken of every event and activity for use on the site

Ensure that the home page is refreshed at least every two months

Add new pages to the website for volunteering, events, learning and consultancy

We aim to:

Website
The financial statement continues over the following pages.
The Directors are responsible for the overall management of the company, including the financial reporting process. They are also responsible for ensuring that financial controls are in place and that the proper accounting policies are followed. The Directors are committed to maintaining high standards of corporate governance and financial reporting.

In preparing the financial statements, the Directors have applied the accounting policies and procedures set out in the Annual Report and Accounts. The Directors are also responsible for ensuring that the financial statements are presented in a manner that fairly presents the financial position of the company at the end of each financial year.

The Directors are also responsible for the preparation of the Directors' Report, which forms part of the Annual Report and Accounts. The Directors have prepared this Annual Report and Accounts in accordance with applicable law and the requirements of the Companies Act 2006.

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

Independent examination statement

Set out in the statement below.

Whether the accounts present a true and fair view and the report is limited to those matters which give reasonable cause to believe that in any material respect the financial statements of the Charitable Trust...
Statement of Financial Activities For The Year Ended 31 March 2011

<table>
<thead>
<tr>
<th>Fund</th>
<th>General Fund</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td>2010</td>
<td>214.000</td>
<td></td>
</tr>
<tr>
<td></td>
<td>183,805</td>
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<tr>
<td></td>
<td>28.200</td>
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<td></td>
<td>243.005</td>
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</table>

| 2011 | 237,475      |       |
|      | 34,996       |       |
|      | 272,471      |       |

Note:
- Incorporating an Income and Expenditure account.
The Directors hereby certify that the accounts for the year ending 31 March 2012 have been prepared in accordance with the requirements of Part I of the Companies Act 2006 and that the financial statements have been prepared in accordance with the financial reporting framework for small and medium-sized enterprises (generally accepted accounting principles).

The accounts are not required to be audited.

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The accounts are not required to be audited.
The Company has chosen to determine the level of charitable activities, expenses and support costs from the examination of the examination in the financial reporting standard for similar entities (effective April 2008).

The expenses and funds which are given and raised at the discretion of the Trustees.

Funds raised by the Charity are:

- Targeted and allocated to the designated projects by the Trustees.
- Donations and gifts are acknowledged by the donor. 
- Income and expenditure is accounted for in accordance with the accounting policies.
No IFRS accounting changes have been made within the current financial year.

5.6.11

6. Taxation

The company is subject to income tax at the rate of 19% for the current year.

7. Fixed Asset Investments

8. Debtors and Prepayments: amounts falling due within 1 year

9. Creditors: amounts falling due within 1 year

10. Share in subsidiary undertakings

Total Asset at cost
On 2 August 2010 the first payment into the Hutton Bridge Courts Funds Primary for £65,960 was received from EDC in July 2010.

To purchase of the Cotswold Filming Works

The Hutton Bridge Courts Funds project

The design team is a group selected by the Trustees to represent the Income and Expenditure incurred in connection with the purchase.

13 Financial Year

Every Financial Year the company will make a profit and will retain the profits.

The profits of the members are set out in the Hutton Bridge Courts Funds account of the company. The company has returned.

12 Liability of the Members

The Trustees must ensure that the financial records and operating results of the Charity are audited and are statement.

11 Risk Management

A C11.43 donation was received from Council of magnificent is the Cotswold Estates 2011 (£2500).

In 2011 the Company was made to one Trustee. The trust for the existence of Cotswold Estates are outlined by the Trustees.

No payments were made to Trustees during the year.

<table>
<thead>
<tr>
<th>Year</th>
<th>Expenses</th>
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<tbody>
<tr>
<td>2011</td>
<td>Cotswold Estates - Cotswold Estates</td>
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<td>Cotswold Estates - Cotswold Estates</td>
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<td></td>
<td>Cotswold Estates - Cotswold Estates</td>
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</tbody>
</table>

The Cotswold Estates Trust paid the following amounts to Cotswold Estates Company in the year.

(continued)

Notes To The Accounts For The Year Ended 31 March 2012