

The Friends of Czech Heritage

(Registered charity number 1127919)

Board of Trustees' Annual Report and Accounts

for the year ended 31 December 2017

Legal and Administration

Board of Trustees: Peter Jamieson - Chairman
 Peter Kysel - Treasurer
 James Robertson - Secretary
 Charles Thomson
 Barbara Peacock
 Ian Kennaway

Banks: NatWest, Amersham, Bucks HP6 STD
 Ceskoslovenske Obchodni Banka a.s., Radlicka 333/150, 150 57, Praha 5,
 Czech Republic
 PayPal

Independent Examiner: Michael De Val, 12 Oakley Road, Chinnor, Oxon OX39 4HB

Registered office: 3 Yew Tree Cottage, The Street, Ripe, Lewes BN8 6BD

Registered charity number: 1127919

Trustees' Annual Report and Accounts for the year ended 31 December 2017

Introduction

Trustees present their annual report and accounts for the year ended 31 December 2017. Trustees have adopted the provisions of the Statement of Recommended Practice - Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

Governing Document

The Charity is governed by a trust deed made on 26 November 2008.

Structure, governance and management

The Board of Trustees has six individuals as Trustees. In accordance with the trust deed, the Board must consist of at least three Trustees. Apart from the original Trustees, every Trustee must be appointed for a term of two or of three years by a resolution of the Trustees passed at a special meeting that may be called at any time by the person elected to chair meetings of the Trustees or by any two Trustees. When considering individuals for appointment as Trustee, the existing Trustees must have regard to the skills, knowledge and experience needed for the effective administration of the Charity.

The Board of Trustees meets at least three times each year. In addition, the Trustees with two other volunteers; Jana Sommerlad and Milena Currall are formed into an Executive Committee that meets four times each year.

All Trustees, volunteers and members of the Advisory Panel give their time voluntarily and receive no remuneration or other financial benefits.

Objectives set out in the trust deed

The advancement of education by the preservation and restoration of buildings, gardens, parks and other sites (including their contents) of historic or architectural importance in the Czech Republic for the benefit of the community at large.

Activities and Aims

During the year the Charity has continued to develop its objectives set out in the trust deed. These form the basis of the Charity's day to day strategy.

The two main components of the strategy are the awarding of grants to promote heritage related projects and the organization of volunteer working parties to provide assistance to projects.

The Charity has made grants to a number of heritage projects. The recipients have been state organizations, churches and community groups. The projects have ranged from the restoration of an obelisk in the park at the chateau of Uherčice in south Moravia in the care of the National Heritage Institute to the repair of a historic barn at the open air Skanzen Museum at Chanovice in Bohemia. The charity is continually considering new applications, which must comply with a clear set of requirements.

The Charity has organized five working parties, which have been based at important historic sites. They last a week and consist of eight volunteers from the UK in some cases working alongside Czech volunteers. The aim is to encourage local community involvement.

During the year the Charity has held a number of fundraising events at the Czech Embassy in London. It has also received a donation of £20,000 from the Hargreaves and Ball Trust, which will be used to fund the grants for future heritage projects.

The Czech Ministry of Foreign Affairs continues to provide financial support for the printing and distribution of the Charity's newsletter.

The Charity has continued to develop its contacts with both government and community groups in the Czech Republic and in June one of our founders, Barbara Peacock, was presented with an award from the British Prime Minister by the British Ambassador in Prague for services to the heritage sector.

The Trustees confirm that they comply with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers and duties.

Finance Review

The Charity aims to hold unrestricted funds sufficient to cover the annual administration, communications and fundraising costs. Otherwise, unrestricted funds are used to fund future restoration projects. Some of the fundraising is for raising funds for specific restoration projects and such funds received are recognised as restricted funds.

In the year the administration, insurance, membership, communications, independent examiner and fundraising costs totalled £4,819 (2016 £5,070). The spend for restoration projects by use of the unrestricted and restricted funds amounted to £7,922 (2016 £10,300). Grants received in the year totalled £20,933 (2016 £979) and largely relate to specific restoration projects that are detailed above. Subscriptions, donations, gift aid, contributions towards working party costs and gross income from lectures and other events totalled £6,433 (2016 £14,205).

At the year end the Charity had funds of £38,478, of which £24,500 (2016 £4,681) represents restricted funds and £13,978 (2016 £19,172) represents unrestricted funds.

Declaration

The Board of Trustees declare that they have approved this Trustees' Annual Report above for the year ended 31 December 2017.

Signed on behalf of the Board of Trustees



Peter Jamieson
Chairman

Date: 1st April 2020

Report of the Independent Examiner for the year ended 31 December 2017

I report to the trustees of Friends of Czech Heritage on the accounts of the charity for the year ended 31 December 2017, which are set out on pages 5 to 8.

Responsibilities and basis of report

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

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and, in carrying out my examination, I have followed all of the applicable Directions given by the Charity Commission under section 145 (5) (b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in any material respect:

- The accounting records were not kept in accordance with section 130 of the Charities Act; or
- The accounts did not accord with the accounting records; or
- The accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Michael De Val
12 Oakley Road
Chinnor
Oxon
OX39 4HB

22 April 2020

Statement of Financial Activities for the year ended 31 December 2017

	Unrestricted Funds	Restricted Funds	2017 Total Funds	2016 Total Funds
	£	£	£	£
Incoming Resources				
Grants	933	20,000	20,933	979
Donations	690	-	690	7,069
Subscriptions	1,413	-	1,413	1,754
Gift Aid	530	-	530	1,152
Lectures and other events	2,450	-	2,450	2,100
Working party	1,330	-	1,330	2,060
Sundry income	20	-	20	70
Total	7,366	20,000	27,366	15,184
Charitable Expenditure				
Restorations	7,922	-	7,922	10,300
Lectures and other events	414	-	414	809
Administration	385	-	385	424
Insurance	1,114	-	1,114	1,090
Membership of associated interest groups	472	-	472	509
Communications	1,997	-	1,997	2,204
Independent Examiner	400	-	400	-
Bank charges	37	-	37	34
Total	12,741	-	12,741	15,370
Net (Expenditure) / Income	(5,375)	20,000	14,625	(186)
Transfers between funds	181	(181)	-	-
Net movement in funds	(5,194)	19,819	14,625	(186)
Total Funds brought forward	19,172	4,681	23,853	24,039
Total Funds carried forward	13,978	24,500	38,478	23,853


The accompanying notes on pages 7 and 8 are an integral part of this Statement of Financial Activities.

Balance Sheet
at 31 December 2017

	Notes	Unrestricted Funds	Restricted Funds	2017 Total Funds	2016 Total Funds
		£	£	£	£
Current assets					
Cash at bank		12,039	24,500	36,539	22,044
Amounts receivable	2	2,339	-	2,339	1,809
Total current assets		14,378	24,500	38,878	23,853
Creditors					
Amounts falling due after one year for Independent Examiner		400	-	400	-
Total net assets		13,978	24,500	38,478	23,853
Total Funds		13,978	24,500	38,478	23,853

The accompanying notes on pages 7 and 8 are an integral part of this balance sheet.

Approved by the Board of Trustees on 1st April 2020 and signed on its behalf by:


.....
Peter Jamieson
Chairman

Notes to the Accounts for the year ended 31 December 2017

1 Accounting policies:

Basis of accounting

The accounts have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Charities Act 2011. The accounts have been prepared on a going concern basis under the historical cost convention.

Financial instruments

The charity only has financial assets and financial liabilities that qualify as basic financial instruments. Basic financial instruments, including debtors and creditors due within one year and longer periods, are initially recognised at transaction value and subsequently measured at their settlement value.

Incoming resources

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably. Fundraising income, included within other trading activities, is recognised in the period in which the event takes place

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, 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 accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Debtors

Debtors are measured at the fair value of the tax repayments due from HMRC under the Gift Aid Scheme.

Creditors

Short-term and long-term creditors are measured at the transaction price.

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds represent the level of funds that can be used in accordance with the charitable objects at the discretion of the Trustees.

Restricted funds represent funds received for specific purposes specified by the donor and consistent with the charitable objects of the Charity.

2 Debtors

	2017	2016
	£	£
Tax repayment due under Gift Aid Scheme for 2015	657	657
Tax repayment due under Gift Aid Scheme for 2016	1,152	1,152
Tax repayment due under Gift Aid Scheme for 2017	530	-
Total	2,339	1,809