

BELGRAVE HERITAGE TRUST

Registered Charity Number 1180903

Annual Report and Financial Statements

for the Year Ended

30 November 2020

December 2020

BELGRAVE HERITAGE TRUST
Annual Report and Financial Statements
for the Year Ended
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CONTENTS

Annual Report	Pages 2 to 6
1. Name	Page 2
2. Charity Registered Number	Page 2
3. Address	Page 2
4. Trustees	Page 2
5. Structure, Governance and Management	Pages 2 to 4
6. Objectives	Page 4
7. Geographical Area of Operation	Page 5
8. Summary of Main Activities During the Year	Page 5
9. Summary of Financial Performance	Page 5
10. Reserves Policy and Practice	Page 6
11. General	Page 6
12. Declarations and Signatures	Page 6
Financial Statements	Pages 7 to 11
SECTION A: RECEIPTS AND PAYMENTS	Page 7
SECTION B: ASSETS AND LIABILITIES	Page 8
NOTES TO THE FINANCIAL STATEMENTS	Pages 9 to 12
Note 1: Accounting Policies and Practice	Page 9
Note 2: Note Regarding Restricted and Unrestricted Funds	Page 9
Note 3: Grants Received	Page 9
Note 4: Temporary Waiver of Annual Membership Subscriptions	Page 9
Note 5: Stock of Un-sold Books and Envelopes	Page 9
Note 6: Trustee Remuneration and Expenses	Page 9
Note 7: Employees	Page 9
Note 8: Plant and Machinery	Page 10
Note 9: Guarantees	Page 10
Note 10: Debtors	Page 10
Note 11: Related Party Information and Transactions	Page 10
Note 12: Assets Retained for the Charity's Use	Page 11
 Declaration and Signatures	 Page 11

BELGRAVE HERITAGE TRUST

Annual Report for the Year Ended 30 November 2020

1. Name: BELGRAVE HERITAGE TRUST

2. Charity Registered Number: 1180903

3. Address: 74 Sandringham Avenue, Leicester LE4 7NR

4. Trustees:

Kevin Paul Barsby

Jayne Caroline Cordiner

Nicholas John Fathers

Carolyn Joyce Hindocha

Janet Lucas

Richard Charles Norburn

Andrew Warren (from 22 January 2020)

5. Structure, Governance and Management

5.1 General

The charity is a charitable incorporated organisation (CIO), registered with the Charity Commission for England and Wales (Charity Registration Number 1180903) (Company Number CE 015740).

The charity came into being on 29 November 2018. The financial period under review is the second period of operation, the first period having ended on 30 November 2019.

The governing instrument is the constitution dated 31 August 2018. The Constitution closely follows the Charity Commission's model or template constitution for charitable incorporated organisations ('association' model).

Those having an interest in the work and aims of the charity have opportunity (subject to the provisions of the constitution, and to payment of any applicable membership subscription) to become members of the charity and to attend and participate in the AGM.

The trustees look for opportunities to increase the membership.

The charity is managed by its board of trustees.

The charity does not act as custodian trustee for any other organisation.

BELGRAVE HERITAGE TRUST

Annual Report for the Year Ended 30 November 2020, Continued

5.2 Recruitment and Appointment of Trustees

During the year, one prospective new trustee was identified and was co-opted, with a formal start-date of 22 January 2020.

New trustees are appointed at the AGM. However, the trustees have power to co-opt additional trustees at any time. Co-opted trustees serve only until the next AGM, at which time they are then eligible (subject to the provisions of the constitution) to be elected by the AGM as elected trustees.

All trustees of the charity give their time voluntarily and receive no benefits from the charity.

In order to bring a range of skills and experience to cater for the broad reach of the charity, the aim is that new trustees will be from backgrounds that reflect the charity's needs.

Suitable candidates are those who are sympathetic to the needs and aims of the organisation and who have relevant skills and experience. The trustees are developing guidelines for identifying and selecting suitable individuals.

5.3 Trustee Induction and Training

New trustees are briefed by the existing trustees on the charity's objects and operations and the new trustees are referred to the guidance for new trustees published by the Charity Commission. In addition, each new trustee is provided with a copy of the constitution (plus any bye-laws or similar adopted by the charity), and is encouraged to study the document(s) and to discuss with the existing trustees any queries that he or she may have.

All trustees are expected to be familiar with the work of the charity.

5.4 Public Benefit

The trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on public benefit and in particular to the Commission's supplementary guidance on advancing education when reviewing the charity's activities and planning future activities and setting policies, and that they have had due regard to such guidance.

5.5 Delay of AGM

A date during Summer 2020 was scheduled for the first AGM but owing to restrictions imposed by the coronavirus epidemic the meeting was postponed *sine die*. The trustees are considering whether to declare a new date for an actual AGM meeting, or to meet 'virtually' using electronic technology. At the time of preparing this Report, a decision on the matter has not been made. The existing trustees continue in office pending the holding of an AGM.

BELGRAVE HERITAGE TRUST

Annual Report for the Year Ended 30 November 2020, Continued

5.6 Additional Governance Issues

The charity is funded mainly through membership subscriptions, donations, grants, admission charges at some of the charity's events, and sales of books.

Though all trustees give their time voluntarily, the charity recognises that trustees may incur expense such as travel to meetings, conferences and other events. Trustees may from time to time, finances allowing, be reimbursed for expense directly incurred in fulfilling their duties.

The charity's income at this stage in its life is quite modest. The charity has substantial aspirations for the future, notably an aspiration to be involved in securing the preservation and management of the historic church building (or former church building) in Church Road known as St Peter's. Therefore, it is anticipated that very much more funding will need to be generated in the future. The trustees are acutely alert to such issues and are always looking for suitable and prudent ways of developing the charity and increasing its resources.

6. Objectives

The six aims for which the charity exists are summarised below, and may be read in full in the constitution:-

1. to advance education relating to the history and heritage of the Old Belgrave Village, with particular regard to the history and heritage of the places of worship and former places of worship
2. to preserve, repair, maintain and enhance the land and structures of historic, architectural, archaeological or environmental value within the Old Belgrave Village ("the Heritage Land and Structures")
3. to provide (on or near the Heritage Land and Structures) facilities for the advancement of the aims stated in 1 above
4. to provide (on or near the Heritage Land and Structures) social welfare, recreation and/or leisure facilities
5. generally to further the use of the Heritage Land and Structures for charitable purposes
6. other charitable aims incident or ancillary to the above.

BELGRAVE HERITAGE TRUST

Annual Report for the Year Ended 30 November 2020, Continued

7. Geographical Area of Operation

The constitution states that the focus of the charity is primarily or mainly upon the following areas:

1. the land within the circumference of a circle having 400 metres radius, the centre of the circle being the crossroads and the junction of Checketts Road, Loughborough Road and Vicarage Lane (The Grid Reference of this crossroads is SK 59431 07138)
2. Belgrave Cemetery (Grid Reference SK 58803 07969)
3. the "Iron Church" on Abbey Lane (Grid Reference SK 58720 07227)
4. any outlying pre-nineteenth century buildings and sites of historical, architectural, archaeological or environmental value.

The constitution also states that for the purposes of the constitution the expression 'Old Belgrave Village' is to be interpreted having regard to the above explanation as general guidance as to its meaning.

8. Summary of Main Activities During the Year

Members and supporters of the charity participated in the Radio Leicester 'Sing Christmas' event.

Some members of the charity continued to undertake some limited gardening care and maintenance tasks in the St Peter's churchyard.

A programme of lectures intended to begin in March 2020 was cancelled owing to the coronavirus health emergency. Other plans for events and activities during the year had to be abandoned for this same reason. Permission was sought but denied for two trustees to enter the St Peter's Church on Remembrance Sunday 8 November 2020 to place a wreath at the War Memorial. However, two trustees did place a poppy-cross outside St Peter's Church on Remembrance Sunday 8 November 2020.

The Trust obtained permission to re-print the book *The Story of Belgrave: The life and death of a Leicestershire village* by Michael Smith (first published 2012). A stock of 150 copies was printed and as at 30 November 2020 94 copies have been sold.

The trustees continued to maintain contact with the Leicester City Council regarding the matter of the future of the St Peter's Church building, but progress seems to have been adversely affected by the coronavirus emergency.

9. Summary of Financial Performance

Receipts exceeded payments by £ 459. However, there is a contingent liability amounting to £ 499, as stated in Section **B6** of the Financial Statements and as explained in **Note 3** of the Notes to the Financial Statements. (In the preceding year, receipts exceeded payments by £ 3388, owing to a non-recurring grant of £ 3401 which was received from the 'Friends of Belgrave St Peters'. If this non-recurring source is taken out of the picture, the financial result for the period ended 30 November 2019 is that payments exceeded receipts by thirteen pounds).

BELGRAVE HERITAGE TRUST

Annual Report for the Year Ended 30 November 2020, Continued

10. Reserves Policy and Practice

At this early stage in the life of the charity, the trustees have not formally designated any funds as reserves nor has a formal Reserves Policy been adopted.

However, the trustees aspire to build-up the charity's unexpended income as much as reasonably possible at the same time as seeking to strike a fair balance between spending on current events, activities and promotions and building financial resilience for the future.

The reason for seeking to build financial resilience for the future is that the trustees anticipate that when discussions regarding the future of the St Peter's building move forward in a substantive way, this may result in greatly increased demands upon the charity's resources.

Even if it turns out that is not practically possible to build up the unexpended income above the year-end level of £ 3798, the trustees consider that every possible means should be used to ensure that the balance in hand does not fall below the level one full year's anticipated routine expenditure.

11. General

This Report should be read in conjunction with the Financial Statements for the same period (given as pages 7 to 11).

12. Declaration and Signatures

This annual report is signed this 12th day of December 2020 on behalf of the board of trustees by



Richard Norburn

Chairman



Carolyn Hindocha

Secretary

BELGRAVE HERITAGE TRUST

Financial Statements for the Year Ended 30 November 2020

	TOTAL	GENERAL	RESTRICTED	PREV 2018-9
SECTION A RECEIPTS AND PAYMENTS (see Notes 1 and 2)				
A1. Receipts				
Grants received (see Note 3)	499		499	3401
Membership subscriptions received (see Note 4)	5	5		312
Events (admission charges etc)	190	190		270
Raffle	34	34		
Donations	57	57		130
Sales of Book	940	940		
Postage stamps for book	77	77		
Envelopes for book	14	14		
 Total Receipts	 1816	 1317	 499	 4113
 A2. Asset and Investment Sales				
	-	-	-	-
 A3. Payments				
Insurance	592	592		578
Printing of Book	519	519		
Postage stamps for Book	77	77		
Envelopes	26	26		
Other stationery, ink, postage stamp costs				60
Gardening supplies				57
Cost of hiring hall	50	50		30
Website domain name	18	18		
Donation/Fee re Arm Day 2019 bugler	50	50		
Arm Day 2019 wreath	25	25		
 Total payments	 1357	 1357		 725
 A4. Asset and Investment Purchases				
			-	-
 Net RECEIPTS (PAYMENTS)	 459	 (40)	 499	 3388

BELGRAVE HERITAGE TRUST

Financial Statements for the Year Ended 30 November 2020, Continued

SECTION B STATEMENT OF ASSETS AND LIABILITIES as at 30 November 2020

	TOTAL	GENERAL	RESTRICTED	30 Nov 2019
B1. Cash Funds	3847	3348	499	3388
<i>These Cash Funds are held as follows –</i>				
<i>Cash at bank</i>	<i>3798</i>			
<i>Cash in hand</i>	<i>50</i>			
B2. Other monetary assets	-	-	-	-
B3. Investment assets	-	-	-	-
B4. Un-sold stock (see Note 5)	573	573	-	-
B5. Assets retained for the charity's own use (see Note 12)	-	-	-	-
B6. Liabilities (see Note 3)	499	-	499	-

BELGRAVE HERITAGE TRUST

Financial Statements for the Year Ended 30 November 2020, Continued

NOTES TO THE FINANCIAL STATEMENTS

Note 1: Accounting Policies and Practices

SECTION A of the **Financial Statements** is prepared on the 'Receipts and Payments' basis, and is accompanied by **SECTION B**, a **Statement of Assets and Liabilities** as at the end-date of the period under review.

Note 2: Note Regarding Restricted and Unrestricted Funds

Unrestricted funds are funds that can be used in any way within the charity's objectives, at the discretion of the trustees.

Restricted funds are funds held by the charity where there is a contractual requirement for the funds to be spent on a particular purpose.

Note 3: Grants Received

A Ward Grant of £ 499 was received for use in connection with the Belgrave History Fair planned for July 2020. The Fair has been postponed owing to the coronavirus emergency and the money remains un-spent. There is a contingent liability (shown in Section **B6**) in that the Ward Grant may have to be repaid if it proves to be not possible eventually to use it for a delayed Belgrave History Fair. (The Grant received during the previous year was a non-repeatable transfer of funds from the *Friends of Belgrave St Peters* group).

Note 4: Temporary Waiver of Annual Membership Subscriptions

The reason for the substantial reduction in income from membership subscriptions is that the trustees decided that owing to the coronavirus emergency and the consequent curtailment of activities, to waive the annual membership subscriptions for the year April 2020 to March 2021.

Note 5: Stock of Unsold Books and Envelopes

At 30 November 2020, the charity held a stock of 56 un-sold copies of the re-print of the '*Story of Belgrave*' book by Michael Smith and 24 padded envelopes. The books have a potential future sale value of £ 560 and the envelopes a potential future sale value of £ 13.

Note 6: Trustee Remuneration and Expenses

No trustee was remunerated. No trustee claimed expenses.

Note 7: Employees

The charity had no employees.

BELGRAVE HERITAGE TRUST

Financial Statements for the Year Ended 30 November 2020, Continued

NOTES TO THE FINANCIAL STATEMENTS, Continued

Note 8: Plant and Machinery

The charity had no plant or machinery, other than that declared in **Note 12** of these Notes.

Note 9: Guarantees

The trustees declare that the charity has given no guarantee where potential liability is outstanding at the date of the statement of assets and liabilities.

Note 10: Debtors

The trustees declare that the charity has no outstanding debts which are secured by an express charge on any of the assets of the charity at the date of the statement of assets and liabilities.

Note 11: Related Party Information and Related Party Transactions

Several years ago, a '*Belgrave Hall Conservation Area Society*' was formed, as an un-incorporated association. One of the matters that had the attention of the Society was the uncertain future of the historic St Peter's church building which had been declared redundant by the Church of England, and at one time even had a '*for sale*' notice board outside it.

The Society came to the view that the future of the St Peter's building was a major project that would best be carried forward by a dedicated separate organisation. As a result, some of the members of the Society formed a group of '*Friends of Belgrave St Peters*' as an un-incorporated association separate from the '*Belgrave Hall Conservation Area Society*'.

The committee of the '*Friends of Belgrave St Peters*' then came to the view that the project would best be carried forward by a body having formal charitable status and incorporated with limited liability. Plans were made to create such a body as a successor to the un-incorporated '*Friends*' group.

While considering the wording for the charitable objects clause for the envisaged new body, the individuals who were the members of the committee of the '*Friends*' concluded that it was appropriate and opportune to declare wider charitable objects that were not restricted to the St Peter's building, and to form a '*Belgrave Heritage Trust*' relating to old Belgrave more generally. This plan was put to the members of the '*Friends*' group at its AGM held on 30 June 2018 and received their endorsement. A constitution for the new body was drawn-up, the individuals who were the committee of the '*Friends*' group standing as the first members and the first trustees of the new body. The new '*Belgrave Heritage Trust*' was incorporated by the Charity Commission as a 'charitable incorporated organisation' on 29 November 2018 and received registered charity status at that same time.

The '*Friends*' group decided to wind-up its operations. All members of the group were invited to transfer their membership to become members of the new charity, and the '*Friends*' group decided to transfer its assets to the new charity. The final or closing balance on the books of the '*Friends*' group was £ 3401 which was transferred in its entirety to the charity. In addition, some of the items identified in **Note 12** of these Notes were donated by the '*Friends*' group.

BELGRAVE HERITAGE TRUST

Financial Statements for the Year Ended 30 November 2020, Continued

NOTES TO THE FINANCIAL STATEMENTS, Continued

Note 12: Assets Retained for the Charity's Own Use

The charity owns a number of items as identified below which have been donated to the charity and which (although useful to the charity) are regarded by the trustees as having minimal commercial or re-sale value. Also, such commercial or re-sale value (if any) may be difficult to quantify with any degree of accuracy. The trustees have decided to treat these items as fully depreciated. (Some of the items listed were donated by the 'Friends of Belgrave St Peters' group).


- 2-off three-way folding display boards with carrying cases
- 1-off three-way folding display board
- 11-off maroon/grey coloured display boards
- Scroll (not in good condition) showing pedigree of the 'de Belgrave' family
- A quantity of cups, saucers, plates and milk jugs and a tea pot
- Framed photograph of the St Peter's church choir 1950 (not in good condition)
- Framed painting by Findley of St Peter's church and old cottages
- Webcam (originally purchased circa January 2018 by the 'Friends of Belgrave St Peters' and transferred by them to the charity)
- Pop-up banner
- Petrol-driven multi-head gardening tool

The following items are on loan to the charity and are available for its use:

- 20-off display boards
- 12-off red upholstered chairs.

Declaration and Signatures

These financial statements (including the statement of assets and liabilities presented as **SECTION B**, and the **NOTES** thereto) are signed this 12th day of December 2020 on behalf of the board of trustees by



Richard Norburn

Chairman



Carolyn Hindocha

Secretary