

Lady Antrobus Trust

Report of the Trustees and Unaudited Financial Statements

for the year ended 31 December 2020

Charity Number: 207511

Lady Antrobus Trust
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for the year ended 31 December 2020

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Lady Antrobus Trust
Legal and Administrative Details
for the year ended 31 December 2020

Status	The organisation is a charity administered under a scheme registered with the Charity Commission for England and Wales.	
Charity number	207511	
Principal Address	Antrobus House 39 Salisbury Road Amesbury Wiltshire SP4 7HH	
Trustees	Mr V P Smith Mrs M H Aymes Mrs B L Fisher Mr R C Crook Mrs A-M Tomblin Mr P C Monk Mr P T Jaycock	(Chairman) (Vice Chairman)
Bankers	Lloyds Bank PLC PO Box 1000 Andover BX1 1LT Charities Official Investment Fund (COIF) CCLA Investment Management Ltd Senator House, 85 Queen Victoria Street London EC4V 4ET	
Independent examiner	M J Kerley Accountancy and Taxation Services The Loose Boxes Phillips Lane Stratford-sub-Castle Wiltshire SP1 3YR	

Lady Antrobus Trust
Report of the Trustees
for the year ended 31 December 2020

The Trustees have pleasure in presenting their report and the financial statements for the charity for the year ended 31 December 2020. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) Accounting and Reporting by Charities' (FRS 102) in preparing the annual report and financial statements of the charity.

Legal and administrative information set out on page 1 forms part of this report.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, probate of the will of Lady Antrobus dated 14th April 1923 and Scheme of the 31st January 1974

The Trustees

The Trustees under charity law, who served during the year and up to the date of this report, were as follows:

Mr V P Smith	
Mrs M H Aymes	(Chairman)
Mrs B L Fisher	
Mr R C Crook	
Mrs A-M Tomblin	
Mr P C Monk	(Vice Chairman)
Mr P T Jaycock	

Organisational structure

The Lady Antrobus Trust is an unincorporated charity.

There are seven trustees in total, four nominative and three co-optative.

Nominative trustees are persons who through residence, occupation, employment, public service or otherwise have special knowledge of Amesbury. Appointment of three are made by Amesbury Council and one by Wiltshire Council.

RISK MANAGEMENT

The trustees have a duty to identify and review the risk to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

OBJECTIVES AND ACTIVITIES

The object of the charity is to preserve Antrobus House, its contents and grounds for the benefit of the residents of Amesbury and any charitable purpose for the inhabitants of Amesbury for which provision is not made out of the rates, taxes and other public funds.

The Trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit running a charity (PB2)'.

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Report of the Trustees
for the year ended 31 December 2020

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ACHIEVEMENTS AND PERFORMANCE

2020 has been a very difficult year for the Lady Antrobus Trust.

Covid-19 restrictions upset our booking structure completely and left us with very little income. Constant changes to Government guidelines led to a very stressful time for our Business Manager as she helped couples to re-arrange their wedding plans on numerous occasions, and assisted local clubs and groups with their plans.

The main aim of the Lady Antrobus Trust is to maintain the upkeep of Antrobus House and provide an excellent venue for the people of Amesbury and the surrounding area to hold meetings, family parties, weddings and other functions.

With this in mind, Antrobus House has 2 main rooms which are hired out on weekdays, at an hourly rate, to local groups and organisations. However, no social groups have been allowed to operate since the first lockdown began on 24th March 2020. This has affected 6 regular groups / organisations.

Only fitness groups were allowed to return at certain points throughout the year, depending on restrictions. Online classes were offered instead, or their activities stopped altogether. Our 1 regular yoga group continued when allowed, even taking classes outside to comply with restrictions.

With strict Government guidelines in place, many other local venues found they did not have the space to accommodate exercise classes safely. 7 new groups contacted us, as an alternative venue, and we were able to accommodate them. All of these groups have expressed a desire to continue using Antrobus House once restrictions have been fully lifted.

We have always enjoyed hosting wedding receptions and family celebrations at weekends. In January 2020 we secured a licence to host wedding ceremonies, and couples have been very enthusiastic about holding their complete wedding event in one venue. Our wedding calendar for 2020 was full of both types of function, and we were looking forward to an exciting year.

Before the lockdown in March we managed to host 2 large wedding receptions, and later in October, in line with Government restrictions at the time, we hosted our first socially distanced wedding ceremony for 15 people. That is a total of only 3 weddings held in 2020.

9 couples had to alter their wedding plans. Most were postponed and re-arranged for a later date in 2021 or 2022. Many couples had their plans re-arranged two or three times. This was due to the Government periodically changing the number of guests allowed to attend weddings and receptions.

We sincerely hope that the country is free from Covid restrictions next year, so that these weddings can finally be held with no further complications. Each time a wedding has to be re-arranged it is not merely the new date that has to be identified and agreed, but also the availability of the registrar, the caterer, the bar, the florist, the entertainment etc etc.

With lockdown in place, our Business Manager filmed a virtual tour of the House which prospective clients could view on our website, generating new bookings for the House, throughout lockdown.

Antrobus House was recognised as an "extra mile venue" by HOST Venue Consultancy for going above and beyond to support engaged couples whose weddings have been adversely affected by the pandemic. This resulted in increased exposure and promotion for Antrobus House on social media channels.

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Report of the Trustees
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Before March we were also able to host 10 other functions – 8 parties, a commercial event and a wake. However, after March, 3 commercial events had to be cancelled along with 8 parties. The deposit / payment for each of these functions was refunded. There were a number of other functions booked which had to be cancelled, but not all of these had not been invoiced and so refunds were not necessary. No forward plans have been made for any of these cancelled functions at this time.

Sadly our planned VE Day celebrations were not able to go ahead, due to lockdown, but we decorated the House in a sea of red, white and blue flags and bunting. However on VJ Day, in line with Government restrictions, we hosted a socially distanced event held in the grounds. Members of Amesbury community attended and brought their own picnics. There was live entertainment from Sticky Toffee Jazz and a variety of military-themed stalls and attractions to view.

Each month throughout the year we have submitted an article and photographs for inclusion in our local magazine, the Stonehenge Trader, so as to keep Antrobus House at the forefront of local life.

When lockdown was announced, discussions were held with our staff and it was decided that our Business Manager would continue her usual hours, working mostly from home. We no longer have a live-in caretaker, and so our 2 part time caretakers volunteered to come in, on reduced hours, to check the building was safe and secure. Whilst on site, they carried out the jobs which are virtually impossible to do whilst clients are in the building – such as cleaning the fabric of the banqueting chairs, cleaning carpets and running the water taps to avoid Legionnaires Disease. Strict Covid safety rules were followed at all times. As a result, Antrobus House will be in a pristine condition ready to welcome its' clients back.

With so many bookings having to be cancelled, or postponed, and refunds having to be made, the Trust was concerned about our finances for the year. Added to that, overheads still had to be paid. The introduction of the Government grants for small businesses was a welcome lifeline for the Trust, and we took advantage of the Bounce Back Loan too.

Because of restrictions, the Trust was unable to meet in person each month during the year. Zoom meetings were not an option as not all our Trustees have access to the internet. During that period the Chairman kept all Trustees informed via an email update letter, which was posted to those without internet.

The Lady Antrobus Trust has survived all the problems Covid -19 has thrown at us in 2020, and hope that 2021 is a much less stressful year. We miss the interaction with our clients, and look forward to welcoming them back when it is safe to do so.

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Lady Antrobus Trust
Report of the Trustees
for the year ended 31 December 2020

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FINANCIAL REVIEW

Reserves policy

The charity has no restricted funds.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The Trustees are responsible for preparing the Report of the Trustees 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 charity and of the incoming resources and application of resources, including the income and expenditure, of the charity for that period. In preparing those financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charity SORP;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees on 25th May 2021 and signed on their behalf by

Mrs M H Aymes

Chairman



Independent Examiner's Report

To the members of

Lady Antrobus Trust

I report on the accounts of the charity for the year ended 31 December 2020 which are set out on pages 7 to 12.

Respective responsibilities of the Trustees and examiner

As explained more fully in the Statement of Trustees Responsibilities, the Trustees are responsible for the preparation of these accounts and for being satisfied that they give a true and fair view. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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

- examine the accounts under section 145 of the 2011 Act;
- follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and the report is limited to those matters set out in the statement below.

Independent examiner's statement

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

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Acthave not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



M J Kerley
Accountancy & Taxation Services
The Loose Boxes
Phillips Lane
Stratford-sub-Castle
Salisbury
SP1 3YR

Dated: 10th June 2021

Lady Antrobus Trust
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 December 2020

	Note	2020 £	2019 £
Incoming resources:			
Activities for generating funds			
Room hire	5	25,823	26,642
Sale of assets	5	1,126	-
Investment income			
Dividend income	6	41,270	45,598
Interest income	6	46	83
Grants			
Local grants for specific events	7	1,300	-
Coronavirus grants	7	11,801	-
		<hr/>	<hr/>
Total incoming resources		<hr/> 81,366	<hr/> 72,323
Expenditure on:			
Costs of generating funds:			
Direct costs	9	82,744	81,013
Governance costs	10	<hr/> 860	<hr/> 650
Total expenditure	8	<hr/> 83,604	<hr/> 81,663
Net income/(expenditure)		<hr/> (2,238)	<hr/> (9,340)
Gains/(losses) on investments - realised and unrealised		<hr/> 63,630	<hr/> 179,369
Net income/(expenditure)/net movement in funds		<hr/> 61,392	<hr/> 170,029
Reconciliation of funds:			
Total funds at 1 January 2020		1,828,734	1,658,705
		<hr/>	<hr/>
Total funds at 31 December 2020		<hr/> <u>1,890,126</u>	<hr/> <u>1,828,734</u>

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above.

Lady Antrobus Trust
Statement of Financial Position

as at 31 December 2020

		Total 2020 £	Total 2019 £
	Note		
Fixed assets			
Land and Property	11	547,597	546,846
Investments	12	<u>1,319,729</u>	<u>1,256,099</u>
		<u>1,867,326</u>	<u>1,802,945</u>
Current assets			
Debtors	13	16,428	8,986
Cash at bank		<u>45,942</u>	<u>23,709</u>
		<u>62,370</u>	<u>32,695</u>
Creditors: amounts due within one year			
Accruals & Deferred income	14	13,962	6,906
Other creditors	14	4,918	-
Taxation and Social Security	14	2,690	
Bounce Back Loan	14	<u>18,000</u>	
		39,570	6,906
Net current assets		<u>22,800</u>	<u>25,789</u>
Total net assets		<u><u>1,890,126</u></u>	<u><u>1,828,734</u></u>
Funds of the charity			
Unrestricted funds:			
Revenue fund		849,839	852,077
Revaluation reserve		<u>1,040,287</u>	<u>976,657</u>
Total funds		<u><u>1,890,126</u></u>	<u><u>1,828,734</u></u>

The financial statements were approved on 25th May 2021 and authorised for issue by the Trustees and signed on its behalf by:

Mr P C Monk

Vice Chairman

P.C. Monk

Lady Antrobus Trust
Notes to the Financial Statements
for the year ended 31 December 2020

1. Accounting policies

- a) The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

Lady Antrobus Trust meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

- b) All incoming resources are included in the statement of financial activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy.
- c) Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.
- d) Expenditure on fixed assets is capitalised except for expenditure incurred on the replacement of assets of low value with a short life. Repair, renovation and replacement expenditure is written off as expenditure in the statement of financial activities. The cost of fixed assets is their purchase cost, together with any incidental costs of acquisition, with the exception of fixed asset investments which are stated at market value.
- e) Governance costs include all expenditure which is not directly related to the charitable activity. This includes accountants' and solicitors' fees.

2. Net outgoing resources for the year

This is stated after charging:

	2020 £	2019 £
Independent examiner's fees	<u>860</u>	<u>650</u>

3. Staff and Trustee costs

During the year Mrs H Morrison, the clerk, charged the charity £7,106 (2019: £8,424) in respect of fees for administering the charity.

No other Trustees, nor persons connected with them, received any emoluments during the year.

4. Taxation

The charity is exempt from tax as all its income is charitable and is applied for charitable purposes.

5. Incoming resources from generated funds

	2020 £	2019 £
Activities for generating funds		
Room hire	25,823	26,642
Sale of assets	1,126	-
	<u>26,949</u>	<u>26,642</u>

Lady Antrobus Trust
Notes to the Financial Statements
for the year ended 31 December 2020

6. Investment income

	2020 £	2019 £
Dividends	41,270	45,598
Bank deposit interest	46	83
	<u>41,316</u>	<u>45,681</u>

7. Grants

Wiltshire Council and Amesbury Town Council grants for VE Day and VJ Day events	1,300	-
Wiltshire Council coronavirus grants	11,801	-
	<u>13,101</u>	<u>-</u>

8. Analysis of total resources expended

	Note	Support Costs £	Total £	2019 £
Direct costs of charitable activities				
Wages & Salaries	9	54,476	54,476	40,979
Management costs		28,268	28,268	40,034
Governance costs	10	860	860	650
		<u>83,604</u>	<u>83,604</u>	<u>81,663</u>

9. Direct costs of charitable activities

	2020 £	2019 £
Event costs	2,386	1,086
Staff costs - wages & salaries	54,476	40,979
Water charges	1,648	764
Insurance	3,760	3,652
Central heating oil	1,590	4,348
Electricity	1,728	2,488
House maintenance/repairs	7,665	18,371
Grounds maintenance	2,075	1,080
Administration & office costs	2,351	5,107
Professional fees	3,427	2,309
Bookkeeping	1,638	829
	<u>82,744</u>	<u>81,013</u>

10. Governance costs

	2020 £	2019 £
Independent examiner's fees	860	650
	<u>860</u>	<u>650</u>

Lady Antrobus Trust
Notes to the Financial Statements
for the year ended 31 December 2020

11. Fixed assets

	Land and Buildings £	Total £
Cost		
At 01 January 2020	546,847	546,847
Additions	750	750
At 31 December 2020	<u>547,597</u>	<u>547,597</u>
Provision for depreciation and impairment		
At 31 December 2020	<u>-</u>	<u>-</u>
Net book value		
At 31 December 2020	<u>547,597</u>	<u>547,597</u>
At 31 December 2019	<u>546,847</u>	<u>546,847</u>

Antrobus House, designed in the Queen Anne style, was constructed in 1924.

Cost is stated at a nominal value of £1 in respect of the freehold property plus capital improvements carried out from 2018 at cost. For insurance purposes it is valued at £3,599,007; consequently no depreciation is provided.

12. Fixed asset investments

	Investment fund	Property fund £	Total £
Valuation			
At 01 January 2020	1,107,228	148,871	1,256,099
Revaluations	71,131	(7,501)	63,630
Disposals	-	-	-
At 31 December 2020	<u>1,178,359</u>	<u>141,370</u>	<u>1,319,729</u>
Provision for depreciation and impairment			
At 31 December 2020	<u>-</u>	<u>-</u>	<u>-</u>
Net book value			
At 31 December 2020	<u>1,178,359</u>	<u>141,370</u>	<u>1,319,729</u>
At 31 December 2019	<u>1,107,228</u>	<u>148,871</u>	<u>1,256,099</u>

Investments are held by CCLA Investment Management Ltd who manage funds on behalf of COIF. The historic cost of investment was:

COIF Investment fund: £222,610 (2019: £222,610)
COIF Property fund: £56,832 (2019: £56,832)

Lady Antrobus Trust
Notes to the Financial Statements
for the year ended 31 December 2020

13A Debtors

	2020	2019
	£	£
Other debtors	<u>16,428</u>	<u>8,986</u>
	<u>16,428</u>	<u>8,986</u>

14. Creditors: amounts due within one year

	2020	2019
	£	£
Other creditors	4,918	-
Taxation and Social Security	2,690	
Bounce Back Loan	18,000	
Accruals & Deferred income	<u>13,962</u>	<u>6,906</u>
	<u>39,570</u>	<u>6,906</u>

It is the intention of the trustees that the Bounce Back Loan will be repaid in one year in order to benefit from the interest free period. Thereafter interest will be charged at a rate of 2.5% per annum.

15. Movement in funds

	At 01.01.20	Net movement in	At 31.12.20
	£	£	£
Unrestricted funds	<u>1,828,734</u>	<u>61,392</u>	<u>1,890,126</u>
	<u>1,828,734</u>	<u>61,392</u>	<u>1,890,126</u>

Net movement in funds, included in the above are as follows:

	Incoming resources	Resources expended	Movement in funds
Unrestricted Funds			
Revenue fund	81,366	83,604	(2,238)
Revaluation reserve - Gain/(loss) on investment			<u>63,630</u>
Total funds	<u>81,366</u>	<u>83,604</u>	<u>61,392</u>