Charity number: 1083230

# THE MANSFIELD WOODHOUSE SOCIETY

FOR THE YEAR ENDED 31 JULY 2021

# UNAUDITED TRUSTEES' REPORT AND FINANCIAL STATEMENTS

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# REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS FOR THE YEAR ENDED 31 JULY 2021

Trustees P Sutcliffe, Chairman

R K Goodall

J Usher, Vice Chairman

A Sewell C Royce P A Wilson

**Charity registered** 

**number** 1083230

Principal office 36 Park Street

Mansfield Woodhouse

Mansfield

Nottinghamshire NG19 8ED

Accountant Jonathan Wilson

Chartered Accountant Cromwell House 68 West Gate Mansfield Nottinghamshire NG18 1RR

#### CHAIRMAN'S STATEMENT FOR THE YEAR ENDED 31 JULY 2021

The chairman presents his statement for the year.

I would like to apologise to everyone for this year's Annual General Meeting being held at Park Hall Road. This is due to Covid restrictions at Turner Hall, where only 15 members would be able to attend. I would like to thank all the committee members for the hard work they have put in to keep the Group going. We have managed to meet on Zoom from September last year until May. Then, with the lowering of restrictions, we have had four normal meetings of the Committee.

I would also like to thank Mansfield Woodhouse Community Development Group for the continuous use of their Finance Officer James Devonshire.

Last year was our 50th Anniversary. We look forward to being able to celebrate the event sometime soon.

The archives of the Heritage Link, which is a subgroup of the Old Mansfield Woodhouse Society, are based at Mansfield Woodhouse Library, where the community can find the interesting history of Mansfield Woodhouse. The contracts of the people who have worked for the Heritage Link finish at the end of September. I wish them luck for the future and thank them for all the hard work they have achieved, especially with the Lockdowns of 2020 and 2021.

I would like to thank Joyce Bosjnak and Alison from Inspire for their continuing support and all the volunteers for being patient. The volunteers are now starting to go back into the Link, filing and updating material which has been left since the first Lockdown.

The website is still up and running. Hopefully it will soon have news as how The Mansfield Woodhouse Society is progressing after the past eighteen months.

We have managed to erect the Plaque on Auckland House where the late renowned pianist John Osbourne was born. It was good to see Ann Sewell unveil the plaque and put together an article for The Woodhouse Warbler and Chad. It has been a project of Ann's for a few years. We are so pleased the plaque got completed.

Although there has not been a lot happening due to Covid restrictions, we are hopefully moving towards our normal meetings with speakers and getting more volunteers back to help out in the Heritage Link.

The 2022 calendars will soon be available and can be bought at various places in Mansfield Woodhouse - information will be on the website.

P Sutcliffe - Chairman Date: 20 October 2021

#### TRUSTEES' REPORT FOR THE YEAR ENDED 31 JULY 2021

The trustees present their annual report together with the financial statements of the charity for the year from 1 August 2020 to 31 July 2021.

## Objectives and activities

## a. Policies and objectives

To promote high standards of planning and architecture in or affecting the area of benefit.

To educate the public in the geography, history, natural history and architecture of the area of benefit.

To secure the preservation, protection, development and improvement of features of historic or public interest in the area of benefit.

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the Charity Commission relating to public benefit, including the guidance 'Public benefit: running a charity (PB2)'.

#### b. Strategies for achieving objectives

The Mansfield Woodhouse Society is concerned with the heritage of Mansfield Woodhouse and aims to promote studies and activities on all aspects of the place, from the past, to the present and into the future

# c. Activities undertaken to achieve objectives

The Mansfield Woodhouse Society was formed in October 1970 to promote the heritage and local history of Mansfield Woodhouse. We receive, conserve, index and display archive of ephemera, artefacts and photographs. In November 2013, we opened our Heritage Link at Mansfield Woodhouse library and our website is now live.

#### d. Main activities undertaken to further the charity's purposes for the public benefit

We have training days twice a year to update on Charity Commission Policies and The Mansfield Woodhouse Society Policies and Procedures.

The Society Committee watch over the running of the Organisations finances and see that Policies and Procedures are adhered too.

Volunteers also look after the Archives of the Heritage Link which is a Sub Group of MWS based at Mansfield Woodhouse Library.

#### Achievements and performance

#### a. Main achievements of the charity

The group meetings usually take place at 7.00pm in Turner Memorial Hall lounge on the last Monday of each month, when we have a guest speaker on a range of subjects.

See the narrative in the chairman's' report for the main achievements in 2020/2021.

# TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 JULY 2021

#### **Financial review**

#### a. Going concern

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

#### b. Reserves policy

The trustees confirm that on a fund by fund basis, the assets are available to fulfil the obligations of the charity. The income funds relate to accumulated income which the trustees expect to expend in the foreseeable future in respect of the charity's activities.

During the year ended 31 July 2021, total income was £42,303 (2020 - £27,153) and total expenditure was £32,906 (2020 - £40,434).

Net movement in funds was net incoming resources of £9,397 (2020 - net outgoing resources of £13,281).

Total unrestricted funds were £19,752 (2020 - £20,432) and total restricted funds were £19,176 (2020 - £9,099).

# Structure, governance and management

#### a. Constitution

The Mansfield Woodhouse Society is a registered charity, number 1083230, and is constituted under a trust deed.

## b. Methods of appointment or election of trustees

The management of the charity is the responsibility of the trustees who are elected and co-opted under the terms of the trust deed.

#### c. Policies adopted for the induction and training of trustees

New trustees are provided with a copy of the Charity Commission scheme and are provided further advice as required.

#### d. Financial risk management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate exposure to the major risks.

Approved by order of the members of the board of trustees on 20 October 2021 and signed on their behalf by:

# P Sutcliffe

(Chair of Trustees)

#### INDEPENDENT EXAMINER'S REPORT FOR THE YEAR ENDED 31 JULY 2021

# Independent Examiner's Report to the Trustees of The Mansfield Woodhouse Society ('the charity')

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 July 2021.

# Responsibilities and Basis of Report

As the trustees of the charity you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 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 the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

#### **Independent Examiner's Statement**

Your attention is drawn to the fact that the charity has prepared the accounts in accordance with 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) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn.

I understand that this has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

- 1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
- 2. the accounts do not accord with those records; or
- 3. the accounts do 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.

This report is made solely to the charity's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work or for this report.

Signed: Jonathan Wilson Dated: 21 October 2021

Jonathan Wilson Chartered Accountant

# STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 JULY 2021

	Note	Unrestricted funds 2021 £	Restricted funds 2021	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	-	-	-	140
Charitable activities	4	2,141	40,101	42,242	26,952
Investments	5	61	-	61	61
Total income		2,202	40,101	42,303	27,153
Expenditure on: Charitable activities	6	2,882	30,024	32,906	40,434
Total expenditure		2,882	30,024	32,906	40,434
Net movement in funds		(680)	10,077	9,397	(13,281)
Reconciliation of funds:					
Total funds brought forward		20,432	9,099	29,531	42,812
Net movement in funds		(680)	10,077	9,397	(13,281)
Total funds carried forward		19,752	19,176	38,928	29,531

The Statement of Financial Activities includes all gains and losses recognised in the year.

The notes on pages 8 to 16 form part of these financial statements.

# BALANCE SHEET AS AT 31 JULY 2021

Note		2021 £		2020 £
9		3,148		1,660
10	5,384		-	
11	122		61	
	33,102		35,256	
_	38,608		35,317	
12	(2.828)		(7 446)	
-	(=,0=0)	_	(1,110)	
		35,780		27,871
	_	38,928	-	29,531
	=		=	
		19,176		9,099
		19,752		20,432
	_ _	38,928	- -	29,531
	9	9 10	Note £ 9 3,148  10 5,384 11 122 33,102 38,608  12 (2,828)  35,780 38,928  19,176 19,752	Note £ 9 3,148  10 5,384 - 11 122 61 33,102 35,256 38,608 35,317  12 (2,828) (7,446)  35,780 38,928  19,176 19,752

The financial statements were approved and authorised for issue by the trustees on 20 October 2021 and signed on their behalf by:

# P Sutcliffe

(Chair of Trustees)

The notes on pages 8 to 16 form part of these financial statements.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

#### 1. Accounting policies

#### 1.1 Basis of preparation of financial statements

The financial statements have been prepared 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 2015), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The Mansfield Woodhouse Society 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.

#### 1.2 Going concern

At the date of signing there is a degree of uncertainty about the economic impact of COVID-19. The trustees continue to monitor the position closely, however they believe that the charity has sufficient reserves to continue at its current level of activity and therefore continue to adopt the going concern basis.

#### 1.3 Income

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

# 1.4 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

#### 1. Accounting policies (continued)

#### 1.4 Expenditure (continued)

Expenditure on charitable activities is incurred on directly undertaking the activities which further the charity's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

#### 1.5 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

#### 1.6 Tangible fixed assets and depreciation

Tangible fixed assets costing £100 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following basis:

Office equipment - 20% straight-line basis

#### 1.7 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks. Cost includes all direct costs and an appropriate proportion of fixed and variable overheads.

#### 1.8 Debtors

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

## 1.9 Cash at bank and in hand

Cash at bank and in hand includes cash and short-term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

#### 1. Accounting policies (continued)

#### 1.10 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

#### 1.11 Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

## 1.12 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

# 2. General information

The Mansfield Woodhouse Society is an unincorporated charity registered in England, registration number 1083230.

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

3.	Income from	donations	and legacies
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	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Donations		<u> </u>	140
Total 2020	140	140	

# 4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Heritage Lottery	-	40,101	40,101	21,720
Nottinghamshire County Council	300	-	300	138
Subscriptions	-	-	-	530
Raffles and refreshments	39	-	39	301
Calendar sales	1,457	-	1,457	2,195
Events and activities	-	-	-	555
General sales	345	-	345	1,513
	2,141	40,101	42,242	26,952
Total 2020	5,232	21,720	26,952	

# 5. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Bank interest	61	61	61
Total 2020	61	61	

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

# 6. Analysis of expenditure on charitable activities

# Summary of account headings

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Consultancy fees	-	23,695	23,695	32,242
Promotion and marketing	5	1,418	1,423	1,927
Stationery	467	327	794	268
Raffles and refreshments	-	-	-	18
Calendars	984	-	984	954
Events and activities	-	50	50	1,109
Hire of hall	-	-	-	188
Insurance	314	-	314	133
Professional fees	900	985	1,885	1,350
Donations, sundry expenses and merchandise	212	1,902	2,114	606
Preservation equipment	-	756	756	1,224
Depreciation	-	891	891	415
	2,882	30,024	32,906	40,434
Total 2020	2,730	37,704	40,434	

# 7. Independent examiner's remuneration

	2021 £	2020 £
Fees payable to the charity's independent examiner for the independent examination of the charity's annual accounts	900	900

# 8. Trustees' remuneration and expenses

During the year, no trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 July 2021, no trustee expenses have been incurred (2020 - £NIL).

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

# 9. Tangible fixed assets

	Office equipment £
Cost or valuation	
At 1 August 2020	5,382
Additions	2,379
At 31 July 2021	7,761
Depreciation	
At 1 August 2020	3,722
Charge for the year	891
At 31 July 2021	4,613
Net book value	
At 31 July 2021	3,148
At 31 July 2020	1,660

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

10.	Stocks					
					2021 £	2020 £
	Finished goods and goods	for resale			5,384	-
11.	Debtors					
					2021 £	2020 £
	Prepayments and accrued	income			122	61
12.	Creditors: Amounts falling	g due within one yea	r			
					2021 £	2020 £
	Accruals and deferred inco	me			2,828	7,446
13.	Summary of funds					
	Summary of funds - curre	ent year				
		Balance at 1 August 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 July 2021 £
	General funds	20,432	2,202	(2,882)	-	19,752
	Restricted funds	9,099	40,101	(30,024)	-	19,176
		29,531	42,303	(32,906)		38,928

# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

# 13. Summary of funds (continued)

# Summary of funds - prior year

	Balance at 1 August 2019 £	Income £	Expenditure £	Balance at 31 July 2020 £
General funds	17,729	5,433	(2,730)	20,432
Restricted funds	25,083	21,720	(37,704)	9,099
	42,812	27,153	(40,434)	29,531

Purpose of unrestricted funds:

The unrestricted fund is available for the purpose of furthering the charity's objectives.

Purpose of restricted funds:

The restricted funds are available for furthering their individual objectives in accordance with each fund's restrictions.

#### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JULY 2021

# 14. Analysis of net assets between funds

#### Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	-	3,148	3,148
Current assets	20,652	17,956	38,608
Creditors due within one year	(900)	(1,928)	(2,828)
	19,752	19,176	38,928
Analysis of net assets between funds - prior year			
	Unrestricted	Restricted	Total
	funds	funds	funds
	2020 £	2020 £	2020 £
Tangible fixed assets	-	1,660	1,660
Current assets	21,332	13,985	35,317
Creditors due within one year	(900)	(6,546)	(7,446)
	20,432	9,099	29,531

# 15. Related party transactions

There are no related party transactions to disclose.

# 16. Going concern

The trustees continue to assess the expected income levels and have estimated the charity's likely cash requirements until at least November 2022.

On the basis of their assessment of the charity's financial position, the trustees have a reasonable expectation that the charity will be able to continue in operational existence for the foreseeable future.

Thus they continue to adopt the going concern basis of accounting in preparing the financial statements.