

BISHOPSTEIGNTON HERITAGE

CHARITABLE INCORPORATED ORGANISATION NUMBER 1169410

REPORT OF THE TRUSTEES

AND

FINANCIAL STATEMENTS

FOR THE YEAR TO 31 DECEMBER 2021

BISHOPSTEIGNTON HERITAGE
(a Charitable Incorporated Organisation)
TRUSTEES AND ADVISERS
AT THE YEAR END 31 DECEMBER 2021

Trustees	Mr Ken Irvin Mrs Jessica Gibby (Vice Chairman) Mr Nigel Edwards Mrs Elizabeth Kirkland Mr Richard Moore(22 Jan- 27 June) Mr John Parkes Mrs Surya Patterson Mr Nigel Wollen
Charity Commission Number	1169410
Principal Address	Community Centre Shute Hill Bishopsteignton Teignmouth Devon TQ14 9QL
Independent Examiner	Ellen Howard 4 North Street Martock Somerset TA12 6DH
Bankers	CAF Bank Ltd 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4JQ Shawbrook Bank Limited Lutea House Warley Hill Business Park The Drive Great Warley Brentwood Essex CM13 3BE

BISHOPSTEIGNTON HERITAGE
(a Charitable Incorporated Organisation)

REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 31st DECEMBER 2021

The Trustees present the Report and Accounts of Bishopsteignton Heritage for the year ended 31 December 2021 which have been prepared in accordance with the Charities Act and Statement of Recommended Practice.

Statement of Trustees' Responsibilities

Charity 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 its financial activities for that year and adequately distinguish any material special trust or other restricted fund of the charity. In preparing those financial statements the Trustees are required to:

- (a) select suitable accounting policies and then apply them consistently;
- (b) make judgements and estimates that are reasonable and prudent;
- (c) state whether the policies adopted are in accordance with the appropriate SORP Regulations and with applicable accounting standards, subject to any material departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Charity, and enable them to ensure that the Financial Statements comply with applicable Accounting Standards and Statements of Recommended Practice and the regulations under the Charities Act. They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Objects

The objects are to establish and maintain a Heritage facility in Bishopsteignton, Devon, in order to advance the education of, and for the benefit of the Community

Legal Status

Bishopsteignton Heritage is a Charitable Incorporated Organisation (Number 1169410) and is governed by its Registered Constitution.

The Charity's business address is Community Centre, Shute Hill Bishopsteignton, Teignmouth, Devon TQ14 9QL.

Administration

Administration is vested in the Committee of Trustees

The Charity's Bankers are CAF Bank of 25 Kings Hill Avenue, Kings Hill West Malling, Kent ME19 4JQ and Shawbrook Bank of Lutea House, Warley Hill Business Park, The Drive, Great Warley, Brentwood, Essex CM13 3BE

The Independent Examiner is Ellen Howard of Westholme
4 North Street, Martock, Somerset, TA12 6DII.

BISHOPSTEIGNTON HERITAGE
(a Charitable Incorporated Organisation)
REPORT OF THE TRUSTEES (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2021

Reserve Policy, Investment Policy and Risk Management

The Trustees have reviewed the reserves of the charity and consider that these funds are adequate to ensure the continuation of the charitable aims ..

The Trustees have considered the major risks to which the Charity is exposed and consider that these are mitigated via the Governance of our Board of Trustees which has suitable knowledge and experience of the field in which We operate.

Results

The financial activity for the period is shown on page 6

Chairman's Review of Activities and Developments;-

Once again we were affected by the Covid pandemic and consequently, apart from a brief respite in the Summer, public access to the Hub remained challenging and was by appointment only. However, the Trustees were able to meet via "Zoom" and the Project Team were able to work in the Hub, albeit at a safe distance and with careful attention to Covid Health and Safety rules. "Zoom" also facilitated weekly meetings connecting the Project Team and the Trustees and therefore maintaining an ongoing dialogue between both Parties.

Even though the Hub was restricted to visitors we have continued with our work in gathering information, stories and images which will contribute to recording the story of Bishopsteignton. This forms the core of the digitisation project where high quality images are generated and stored alongside the catalogue data. This data is then able to be accessed via our Website from anywhere in the World and hopefully inspire research, interest and encourage contribution. So far, in the order of a thousand items, articles and images have been recorded in this way.

Involving and informing the Community of Bishopsteignton and beyond is critical to our success and to that end we spread the word through, not only our Website but we also made full use of social media and we regularly publish articles on Facebook and Instagram as well as through our Newsletter and the monthly Parish Chronicle. Subjects in the year have included Bishopsteignton Childrens' Theatre, Bishopsteignton Players, The Football Club, The Primary School, the Scouts and many others. Each of these articles have been gathered, researched, collated and written by our highly professional Project Team of Yvonne Hellin Hobbs, our Creative Consultant, Imogen Smith, our Archivist and James Hooper our Consultant Digital Assets Manager.

During the year these were supported by Dawn Rogers.

This excellent team of people have each made an astonishing contribution to Our Project and the Trustees would like to thank them for their commitment drive and inspiration throughout the year. Unfortunately, Yvonne decided she needed a break and left the Team towards the end of the year. I would like to thank her for her hard work and important role in developing Bishopsteignton Heritage

BISHOPSTEIGNTON HERITAGE
(a Charitable Incorporated Organisation)
REPORT OF THE TRUSTEES (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2021

During the summer the restrictions imposed to control the pandemic were relaxed and the Bishopsteignton Village Festival, which had been cancelled in 2020, was able to take place.

This was a great opportunity to promote Bishopsteignton Heritage and to take an active part in the Festival Working in conjunction with the Primary School two Trustees; Jess Gibby and John Parkes led groups of children on a heritage trail around the village. Imogen Smith and Trustees also manned a display in a marquee on the village green which generated a great deal of interest and resulted in potential recruits to our newsletter and our team of researchers.

Unfortunately, we were unable to present our annual Molly Coombe Memorial Lecture but later in the year when many restrictions were lifted, we did manage to invite former pupils of the old Primary School to an afternoon tea in memory of Molly Coombe. We were also able to use this event as an opportunity to gather stories, photos, school books and any other artefacts which related to the old school. This was very successful and the fifty or so former pupils attending brought many items which stimulated some very lively discussion and brought back many memories which were recorded and so contributed to the story of the old school.

Despite the restrictions throughout the year, we did manage to equip the Hub with a full set of conference chairs and make plans for further improvements to the room.

We also surveyed the Bishopsteignton community to gather their views on what we should do with our piece of land known as the Nuttery. The overwhelming view was that it should be used for the benefit of the community. So, following much negotiation we have leased the land to the Scouts on a trial basis which hopefully will lead to a more permanent arrangement.

Critical to the development and success of the Heritage is the cataloguing and digitisation of the archive and making it freely available and accessible through our website. As the website grows and we get feedback from our audience it is subject to constant review and as a response to this it was decided revamp the website to improve functionality and to enhance the users experience. This process was begun towards the end of 2021 and will be completed early in 2022.

Education is a key aspect of our project and to this end we have continued our links with Bishopsteignton Primary school and have established a very positive relationship with Plymouth University; a student archivist is currently spending time in the Hub, gaining practical experience.

BISHOPSTEIGNTON HERITAGE
(a Charitable Incorporated Organisation)
REPORT OF THE TRUSTEES (CONTINUED)
FOR THE YEAR ENDED 31 DECEMBER 2021

So, even though we continued to be affected by the Covid pandemic which resulted in restricted access to the Hub, thanks to technology, we were still able to make great progress in the development of our heritage project.

However, our considerable achievements this year could not have been possible without the hard work, dedication and outstanding commitment of the large group of key people in our organisation. So, I would like to thank Yvonne Hellin-Hobbs, James Hooper, Imogen Smith and our newest recruit to the team; Dawn Rogers, who have driven the project forward through their inspirational work in the creation and development of the archive and the website.

I would also like to thank my fellow Trustees; John Parkes, Jess Gibby, Surya Patterson, Liz Kirkland, Nigel Edwards and Nigel Wollen who with their unsurpassed professionalism and talent have made a massive contribution to the creation of our overriding aim to record the story of Bishopsteignton.

Thanks also to Jane Hamlet who has been outstanding as Minuting Secretary during often technically challenging Zoom meetings

Trustees

The Trustees who served during the year were :-, Ken Irvin Nigel Edwards
Elizabeth Kirkland Surya Patterson Jessica Gibby Nigel Wollen and John Parkes

Richard Moore was appointed a Trustee on 22 January 2021 and resigned on 27 June 2021

Since the year end John Reynolds has been appointed a Trustee



Date 8 August 2022

Ken Irvin

Trustee and former Chairman of Bishopsteignton Heritage

BISHOPSTEIGNTON HERITAGE
(a Charitable Incorporated Organisation)
STATEMENT OF FINANCIAL ACTIVITIES
FOR THE YEAR TO 31 DECEMBER 2021

	Unrestricted Fund	Restricted and Unrestricted Fund
	2021	2020
	£	£
INCOME and ENDOWMENT		
NLHF Grant	0	10,000
Other trading activities-rental income	39,354	29,951
Income from interest	246	355
Sundry receipts	290	80
	-----	-----
Total Income and Endowments	39,890	40,386
	-----	-----
PAYMENTS		
Payments on Charitable Activities:		
Property costs	1,446	1,838
Expenses re functions	267	200
Sign Board costs	60	522
Agents. Lettings fees	4,707	3,684
V E Book costs	0	1,026
	-----	-----
	6,480	7,270
	-----	-----
Management and Administering the Charity:		
Subscriptions/licenses	651	771
Admin /internet /Sundry	1,577	1,896
Insurances	2,287	2,175
Bank charges	116	60
Creative consultant fees& expenses	4,810	10,380
Website and Archivist fees	9,820	7,472
Printing, copying and marketing	1,137	734
Legal costs	0	620
Depreciation	1,788	1,372
Rent and service charges	3,515	3,263
Governance; Independent Examiners fee	120	110
General maintenance/minor capital	366	2,584
	-----	-----
	26,187	31,437
	-----	-----
TOTAL PAYMENTS	32,667	38,707
	-----	-----
NET RECEIPTS/ (PAYMENTS)	7,223	1,679
	-----	-----
NET MOVEMENT IN FUNDS	7,223	1,679
FUNDS BROUGHT FORWARD	1,274,619	1,272,940
	-----	-----
FUNDS CARRIED FORWARD	£1,281,842	£1,274,619
	-----	-----

BISHOPSTEIGNTON HERITAGE
(a Charitable Incorporated Organisation)


BALANCE SHEET AS AT 31 DECEMBER 2021

	Note	2021	2020
TANGIBLE ASSETS			
		£	£
Land and Property	4A	1,201,603	1,201,603
Equipment	4B	6,871	7,643
		-----	-----
		1,208,474	1,209,246
CURRENT ASSETS			
Cash at CAF Bank		30,036	21,929
Shawbrook Bank		44,011	43,765
In hand		35	42
Prepaid insurances		1,008	847
Letting Agents fees in advance		139	132
Sundry debtors		0	304
		-----	-----
		75,229	67,019
		-----	-----
CURRENT LIABILITIES			
Rent in advance		(1,412)	(1,330)
Sundry creditors		(449)	(316)
		-----	-----
		(1,861)	(1,646)
		-----	-----
NET CURRENT ASSETS		73,368	65,373
		-----	-----
TOTAL ASSETS		£1,281,842	£1,274,619
		-----	-----
FUNDS OF THE CHARITY			
General Fund -Unrestricted		£ 1,281,842	£1,274,619
		-----	-----

John Parkes
Trustee



Jessica Gibby
Trustee



Dated 8 August 2022

BISHOPSTEIGNTON HERITAGE
(a Charitable Incorporated Organisation)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 DECEMBER 2021

1 Accounting Policies

a) Basis of Accounting and Preparation

These Financial Statements have been prepared on the going concern basis and under the historical cost convention, with items recognised at cost subject to some land and property being bequeathed at valuation, and in accordance with applicable accounting standards and the Charities SORP (Statement of Recommended Practice: "Accounting and Reporting by Charities"). and the Charities Act 2011.

b) Incoming Resources

Income is accounted for on a receivable basis.

c) Resources Expended

Resources expended are included on the accruals basis inclusive of VAT where applicable

d) Fund Accounting

Unrestricted Funds are available for use at the discretion of the Trustees in furtherance of the Charitable Objectives of the Charity

e) Tangible Fixed Assets

Land and Property, all in Bishopsteignton is a combination of valuation when bequeathed and cost of additions since that time.

No depreciation/amortisation is charged as the Trustees consider the figure for the total as disclosed is a realistic figure for the overall values at Balance Sheet date

Equipment and Security System are depreciated so as to write the cost of the Assets off over estimated useful lives at an annualised rate of between 10 & 25% Straight Line.

Furniture is depreciated at an annualised rate of between 10 & 15% Straight Line

2 Trustees Remuneration.

No Trustee received any remuneration in the year under review(2020 nil) but four Trustees (2020 four)were reimbursed £489 (2020 £311) in total for expenses incurred on normal Charity activities..

3 Governance costs

	2021	2020
Independent Examiners fee	£120	£110

BISHOPSTEIGNTON HERITAGE(a Charitable Incorporated Organisation)

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 DECEMBER 2021

4 A Land and Property- all in Bishopsteignton

Valuation/cost	Disposals	Additions	Balance
1-1-2021			31-12-2021
£1,201,603	-	-	£1,201,603

4 B Other Fixed Assets

	Furniture	Equipment	Security System	Total
Cost at 1 January 2021	3,525	4,676	1,398	9,599
Acquisitions in year	1,016	-	-	1,016
Disposals in year	(85)	-	-	(85)
	-----	-----	-----	-----
Cost at 31 December 2021	4,456	4,676	1,398	10,530
Depreciation 1 January 2021	(710)	(1,084)	(162)	(1,956)
Depreciation in year	(567)	(1,082)	(139)	((1,788)
Write back on disposals	85	-	-	85
Depreciation 31 December 2021	(1,192)	(2,166)	(301)	(3,659)
	-----	-----	-----	-----
Net Value 31 December 2021	£3,264	£2,510	£1,097	£6,871
	-----	-----	-----	-----

5) Voluntary Help and Donations in Kind

For the purpose of these accounts, no value has been attached to any voluntary time spent/help received or to any donations in kind

6) Lease Commitments

Bishopsteignton Heritage entered into a lease with Bishopsteignton Community Centre CIO(Charity No 1180685) for a period of 20 years which commenced 1 March 2019. The rent per annum is £2,800 with a service charge presently of £715 which represents a proportion of the Landlord's costs of maintaining the Building by reference to floor space and is reviewed annually. There is a rent review due on 1 March 2024. There is a break clause which gives Bishopsteignton Heritage the right to terminate the lease on 6 months notice at any time

BISHOPSTEIGNTON HERITAGE
(A Charitable Incorporated Organisation)

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

FOR THE YEAR ENDED 31 DECEMBER 2021

I report to the Trustees on my examination of the Accounts of Bishopsteignton Heritage for the year ended 31 December 2021, which are set out on pages 6-9

Responsibilities and basis of Report

As the Charity Trustees of the CIO 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 Trustees' Accounts carried out under Section 145 of The Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commissioner under section 145(5) (b)

Independent Examiner's Statement

I have completed my examination and I confirm that no material 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 by the CIO as required by Section 130 of the Act or
- 2) The Accounts do not accord to 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 2009 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 My examination to which attention should be drawn in this report in order to enable a proper understanding of the Accounts to be reached

Ellen Howard
Westholme
4 North Street
Martock
Somerset
TA12 6DH



Dated 20/5/2022