

Registered number: 01130628
Charity number: 266374

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
(A Company Limited by Guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 28 FEBRUARY 2022

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
(A Company Limited by Guarantee)

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BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 28 FEBRUARY 2022**

| | |
|----------------------------------|---|
| Trustees | C R Leah, Chairman C Bustard R Ellis A Gardner-Collis P A Meade J Phillips J F Wilson |
| Company registered number | 01130628 |
| Charity registered number | 266374 |
| Registered office | Bressingham Steam Museum Low Road Diss Norfolk IP22 2AA |
| Company secretary | J F Wilson |
| Accountants | Peters Elworthy & Moore Chartered Accountants Salisbury House Station Road Cambridge CB1 2LA |
| Bankers | Lloyds Bank Plc 3 Market Hill Diss Norfolk IP22 4JZ |
| Solicitors | Gudgeons Prentice Buttermarket Stowmarket Suffolk IP14 1ED |
| Insurers | Insurance Risk Solutions Dettingden House Dettingden Way Bury St. Edmunds Suffolk IP33 3TU |

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
(A Company Limited by Guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 28 FEBRUARY 2022

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of the company for the year 1 March 2021 to 28 February 2022. The Annual Report serves the purposes of both a Trustees' Report and a Directors' Report under company law. The Trustees confirm that the Annual Report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102); (second edition of the Charities SORP October 2019).

Since the group and the company qualify as small under section 383 of the Companies Act 2006, the Group Strategic Report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

OBJECTIVES AND ACTIVITIES

Policies and objectives

The objective and principal activity of the charity is the preservation of a collection of steam engines and other heritage assets of the steam age for the benefit of the public. To achieve this objective, sufficient numbers of visitors need to be attracted in order to finance the range of activities carried out. An associated part of the attraction is the extensive range of gardens immediately adjacent and included in the offer to the public.

In setting its objectives, the charity has paid due regard to the published guidance from the Charities Commission concerning the operations of the Public Benefit requirement under the Charities Act 2011.

The Museum relies on volunteers in significant measure for its operation and much of its restoration work. The operation of the rides, presentation of the exhibits and work around the site is carried out by some 120 volunteers, of whom some 60 are a core resource who work regularly.

Paid staff during 2021/22 comprised 10 bodies, some being part time, plus 5 seasonal staff at the height of summer.

Review of activities

2021/22 was a turbulent year. The continuing Covid restrictions caused a late opening of the Museum. The gardens were opened from 27 March, rides from 12 April, Exhibition Hall from 17 May and full facilities from 17 May. Limited cafe facilities were provided adjacent to the children's outdoor play area, ahead of the full re-opening.

Opportunities were taken using grants from 2020 and early 2021 to carry out several site improvements. The cafe veranda roof and floor were renewed. Extensive resurfacing was done to the outdoor public areas, including railway platforms. All asbestos gutterings were replaced. New, energy efficient heating was installed in the main exhibition hall and extensive conversion to LED lighting throughout. New portable outdoor coloured lighting was acquired to enable some extension to the opening season, extra to the Halloween and Christmas events.

The review of staffing carried out in 2020 was implemented from the start of the 2021 season, whereby fixed costs within the workshop were significantly reduced and some redeployment of other paid staff was carried out. The decision was taken to adopt a policy of selective outsourcing of major and time critical engineering works to specialist and fully equipped Heritage Railway workshops.

Happily, full re-opening the Museum resulted in rapid and extensive recovery of business. This did place both staff and volunteers under some strain through the height of the season. Summer seasonal staff had to be extensively deployed especially for the shop and ticketing following the retirement of the shop manager in June. High season pressure on resources did slow continued work on the locomotives 'Sholto', 'St. Christopher' and

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 28 FEBRUARY 2022

the iconic Krupps 'Mannertreu'. But work was further progressed to facilitate grant funding towards the renewal of the narrow gauge loco shed and provision of an associated visitor viewing facility.

FINANCIAL REVIEW

Overview

Total income for the year 2021/22 was £931,638. Total expenditure was £845,901 which generated a surplus for the year of £85,737.

Restricted fund income was £50,738 and expenditure £81,146. Unrestricted fund income was £880,900. 'Gate' receipts were £683,784 and the associated 'Gift Aid' was £79,192 which together accounted for 82% of total receipts for the year.

The initial forecast for income expected for the 2021 season had been for a steady recovery towards 80% of pre-covid levels once the Museum was fully re-opened. In the event, a rapid recovery took place and visitor numbers exceeded those of the pre-Covid "normal" year of 2019.

The 2021/22 surplus of £85,737 does reflect, however, continued grant funding early in the year of £42,139 and the spend of restricted reserves, partially off-setting a bad debt provision of £39,126 in the subsidiary, Bressingham Souvenirs Limited, and reduced catering income because of lingering Covid impact.

Fundraising

It remains the policy of the Trustees to budget cautiously, maintain steady momentum in site management to invest in restoration of exhibits within its financial means and to use appeals for donations where possible.

Reserves Policy

The group's free reserves at 28 February 2022 (total unrestricted funds less fixed assets) were positive at £352,008. In terms of cashflow, reserves of roundly £150k are needed in order to maintain positive income flow during the winter period as the business is heavily seasonal.

In terms of Reserves Policy, the charity seeks to achieve the target level of cash reserves by continually striving to increase income while closely managing working costs. At the same time, reinvestment in the site and 'product' is sought in order to meet the Charity's key objectives to maintain, restore and operate steam traction and engines for the education and enjoyment of the public.

This necessarily results in capital investment sometimes causing the desired rate of increase in reserves to slow. This is considered to be the right policy whereby income may be increased with a view to sustained long term growth.

RISKS AND MITIGATIONS

Income generation

It has been a challenge to plan revenue flows over the next few years, because of macro-economic uncertainties. We do see two particular areas of risk, namely possible reduction in 'staycations' and impact of inflation.

The impact of additional 'staycations' look to have been a significant in 2021 but the exact extent is not known. It is also uncertain to what extent any impact may continue through 2022 and beyond.

The second concerns the impact of inflation on the disposable income of potential visitors throughout the coming

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 28 FEBRUARY 2022

year, especially the impact of increased energy costs and consumer confidence in general.

Mitigations the Museum can take will be to maintain the attractiveness of the site and exhibits, and to continue to improve where possible. Of major importance will be to deliver the 'product', i.e. the rides and all facilities as advertised. It is hoped that the new catering arrangements put in place from July 2022 will assist.

With regard to energy costs a new two year contract was put in place towards the beginning of the 2022 season which is fully provisioned within the 2022/23 budget and which reflects the efficiency improvements from the full conversion to LED lighting and installation of a new heating system in the Main Exhibition Hall. Work continues to seek further energy efficiencies.

Site operations

One risk is potential shortage of volunteers which may limit full operation of rides and other facilities as advertised. Priority will therefore be given to recruitment and speedy training, especially of steam drivers.

Financial

Priority will be given to the recruitment of a full-time shop manager, to reduce reliance on seasonal staff and to the appointment of specialist assistance where needed.

PLANS FOR FUTURE PERIODS

Restoration of the iconic Krupps locomotive 'Mannertreu' continues for deployment on the Waveney line in 2023. This is essential to safeguard the steam operation of the line and to facilitate increase train capacity. Development of the project to rebuild the narrow-gauge engine shed plus exhibition area will restart in 2023.

Clearance of the lake and surrounding will continue in the winter and spring of 2023/24. This together with the new engine shed will create a whole new visitor attraction. The newly acquired steam launch has already undergone successful trials in anticipation.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The company is a charitable company limited by guarantee and is governed by its Memorandum and Articles of Association.

The charity's organisational structure comprises the Board of Trustees who direct the business through a General Manager. The subsidiary business (Bressingham Souvenirs) is directed by a sub committee of three of the Trustees, who in turn report to the Main Board. Day to day running of the shop is also managed through the General Manager.

The Trustees undertake all policy, budgetary and acquisitions/disposals decisions. Day to day management of paid and unpaid staff is carried out through the General Manager. In the absence of the General Manager, these duties fall to the Deputy General Manager.

The Board of Trustees have the power to appoint additional Trustees to a maximum of ten. At every Annual General Meeting the longest serving Trustee or Trustees retire by rotation. They are then eligible for re-election.

Trustees are selected according to the specific skills and experience requirements that the existing Trustees have identified. Selected candidates are invited to attend a meeting of the Trustees and outline the qualities they can bring to the charity. The Trustees then discuss the candidates in camera and successful candidates are advised of the decision and invited to join.

As Trustees are selected to meet specific skills or experience requirements no formal technical training is given.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 28 FEBRUARY 2022

They are, however, briefed on the history of the charity and its objectives. They are also made aware of their responsibilities and are provided with the Charity Commission guidance on the responsibilities of a trustee. They also receive a comprehensive health and safety briefing. Further, they are encouraged as part of the induction process to carry out some of the activities performed by the Volunteers around the site.

No specific benchmarks are employed in setting the parameters for staff payment, including that of senior staff, other than a broad regard of current payment, inflation and competitive 'going rates'. The government 'living wage' criteria are also observed.

The charity is wholly independent and free standing. It exists, however, within the wider 'family' of preserved railways throughout the country, with whom it co-operates as occasion may arise and from and to whom exhibits may be hired and/or displayed. It also has contact with other tourist attractions throughout Norfolk and Suffolk with whom market information may be exchanged, the General Manager being one of the directors of the Norfolk & Suffolk Tourist Attractions consortium.

INFORMATION ON FUNDRAISING PRACTICES

No professional fundraisers are used; nor is it the Museum's policy to use them. Fundraising is generally low key with donation points around the site and occasional more widely advertised appeals for specific restoration projects through the specialist press. No complaints have ever been received to the knowledge of the Trustees.

With Accreditation of the Museum there has been increased activity in seeking grants for specific projects.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' Report 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the group and the company and of their incoming resources and application of resources, including their income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the group will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the group and the company's transactions and disclose with reasonable accuracy at any time the financial position of the group and the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the group and the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 28 FEBRUARY 2022

Approved by order of the members of the board of Trustees and signed on their behalf by:



C R Leah
Chairman

Date: 14 November 2022

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
(A Company Limited by Guarantee)

INDEPENDENT EXAMINER'S REPORT
FOR THE YEAR ENDED 28 FEBRUARY 2022

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED ('the Group')

I report to the charity Trustees on my examination of the consolidated accounts of the Group comprising Bressingham Steam Preservation Company Limited ('the parent company') and its subsidiary undertakings for the year ended 28 February 2022.

RESPONSIBILITIES AND BASIS OF REPORT

As the Trustees of the parent company (and its directors for the purposes of company law) you are responsible for the preparation of the consolidated accounts of the Group in accordance with the requirements of the Companies Act 2006 ('the 2006 Act') and you have chosen to prepare consolidated accounts for the Group. You are satisfied that the accounts of both parent company and the Group are not required by either company or charity law to be audited and have chosen instead to have an independent examination.

Having satisfied myself that the consolidated accounts are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the Group's accounts carried out under section 152 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 152(5)(b) of the 2011 Act.

An independent examination does not involve gathering all the evidence that would be required in an audit and consequently does not cover all the matters that an auditor considers in giving their opinion on the accounts. The planning and conduct of an audit goes beyond the limited assurance that an independent examination can provide. Consequently I express no opinion as to whether the consolidated accounts present a 'true and fair' view and my report is limited to those specific matters set out in the independent examiner's statement.

INDEPENDENT EXAMINER'S STATEMENT

Since the Trustees have opted to prepare consolidated accounts for the Group your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of The Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:


1. accounting records were not kept in respect of the parent company and its subsidiaries as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

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.

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INDEPENDENT EXAMINER'S REPORT (CONTINUED)
FOR THE YEAR ENDED 28 FEBRUARY 2022

This report is made solely to the company'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 company'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 parent company and the company's Trustees as a body, for my work or for this report.

Signed: 
Michael Hewett

Dated: 14 NOVEMBER 2022
FCA DChA

PETERS ELWORTHY & MOORE
Chartered Accountants
Salisbury House
Station Road
Cambridge
CB1 2LA

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
(A Company Limited by Guarantee)

**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND
EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 28 FEBRUARY 2022**

| | Note | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|--|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| INCOME FROM: | | | | | |
| Donations | 2 | 88,078 | 8,599 | 96,677 | 239,552 |
| Charitable activities | 7 | 683,784 | - | 683,784 | 302,740 |
| Other trading activities - commercial trading | 5 | 80,324 | - | 80,324 | 43,823 |
| Investments | 6 | 12 | - | 12 | 16 |
| Other income | 4 | 28,702 | 42,139 | 70,841 | 288,480 |
| TOTAL INCOME | | 880,900 | 50,738 | 931,638 | 874,611 |
| EXPENDITURE ON: | | | | | |
| Raising funds | 8 | 106,193 | - | 106,193 | 38,218 |
| Charitable activities | 9 | 658,562 | 81,146 | 739,708 | 556,658 |
| TOTAL EXPENDITURE | | 764,755 | 81,146 | 845,901 | 594,876 |
| NET INCOME/(EXPENDITURE) | | 116,145 | (30,408) | 85,737 | 279,735 |
| Transfers between funds | 20 | 90,684 | (90,684) | - | - |
| NET MOVEMENT IN FUNDS | | 206,829 | (121,092) | 85,737 | 279,735 |
| RECONCILIATION OF FUNDS: | | | | | |
| Total funds brought forward | | 2,675,823 | 141,307 | 2,817,130 | 2,537,395 |
| Net movement in funds | | 206,829 | (121,092) | 85,737 | 279,735 |
| TOTAL FUNDS CARRIED FORWARD | | 2,882,652 | 20,215 | 2,902,867 | 2,817,130 |

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

The notes on pages 15 to 38 form part of these financial statements.

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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REGISTERED NUMBER: 01130628

CONSOLIDATED BALANCE SHEET
AS AT 28 FEBRUARY 2022

| | Note | 2022 £ | 2021 £ |
|---|------|-------------------------|-------------------------|
| FIXED ASSETS | | | |
| Tangible assets | 12 | 463,474 | 423,193 |
| Heritage assets | 13 | 2,067,170 | 2,061,220 |
| | | <u>2,530,644</u> | <u>2,484,413</u> |
| CURRENT ASSETS | | | |
| Stocks | 16 | 60,012 | 61,813 |
| Debtors | 17 | 25,288 | 76,988 |
| Cash at bank and in hand | | 449,239 | 364,106 |
| | | <u>534,539</u> | <u>502,907</u> |
| Creditors: amounts falling due within one year | 18 | (129,816) | (119,944) |
| NET CURRENT ASSETS | | <u>404,723</u> | <u>382,963</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>2,935,367</u> | <u>2,867,376</u> |
| Creditors: amounts falling due after more than one year | 19 | (32,500) | (50,246) |
| TOTAL NET ASSETS | | <u><u>2,902,867</u></u> | <u><u>2,817,130</u></u> |
| CHARITY FUNDS | | | |
| Restricted funds | 20 | 20,215 | 141,307 |
| Unrestricted funds | 20 | 2,882,652 | 2,675,823 |
| TOTAL FUNDS | | <u><u>2,902,867</u></u> | <u><u>2,817,130</u></u> |

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.


The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
(A Company Limited by Guarantee)
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CONSOLIDATED BALANCE SHEET (CONTINUED)
AS AT 28 FEBRUARY 2022

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


C R Leah
Chairman


J F Wilson
Trustee

Date: 14 November 2022

The notes on pages 15 to 38 form part of these financial statements.

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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REGISTERED NUMBER: 01130628

COMPANY BALANCE SHEET
AS AT 28 FEBRUARY 2022

| | Note | 2022 £ | 2021 £ |
|---|------|-------------------------|-------------------------|
| FIXED ASSETS | | | |
| Tangible assets | 12 | 454,576 | 419,955 |
| Heritage assets | 13 | 2,067,170 | 2,061,220 |
| Investments | 15 | 100 | 100 |
| | | <u>2,521,846</u> | <u>2,481,275</u> |
| CURRENT ASSETS | | | |
| Stocks | 16 | 37,297 | 42,246 |
| Debtors | 17 | 65,475 | 66,406 |
| Cash at bank and in hand | | 448,589 | 363,455 |
| | | <u>551,361</u> | <u>472,107</u> |
| Creditors: amounts falling due within one year | 18 | (105,894) | (96,149) |
| NET CURRENT ASSETS | | <u>445,467</u> | <u>375,958</u> |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | <u>2,967,313</u> | <u>2,857,233</u> |
| Creditors: amounts falling due after more than one year | 19 | (32,500) | (50,246) |
| TOTAL NET ASSETS | | <u><u>2,934,813</u></u> | <u><u>2,806,987</u></u> |
| CHARITY FUNDS | | | |
| Restricted funds | 20 | 20,215 | 141,307 |
| Unrestricted funds | 20 | 2,914,598 | 2,665,680 |
| TOTAL FUNDS | | <u><u>2,934,813</u></u> | <u><u>2,806,987</u></u> |

The company's net movement in funds for the year was £127,826 (2021 - £291,831).

The company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit for the year in question in accordance with section 476 of Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
(A Company Limited by Guarantee)
REGISTERED NUMBER: 01130628

COMPANY BALANCE SHEET (CONTINUED)
AS AT 28 FEBRUARY 2022

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


C R Lean
Chairman


J F Wilson
Trustee

Date: 14 November 2022

The notes on pages 15 to 38 form part of these financial statements.

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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CONSOLIDATED STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 28 FEBRUARY 2022

| | Note | 2022 £ | 2021 £ |
|--|------|-----------|-----------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | | |
| Net cash provided by operating activities | 22 | 227,241 | 323,808 |
| CASH FLOWS FROM INVESTING ACTIVITIES | | | |
| Dividends, interests and rents from investments | | 12 | 16 |
| Purchase of tangible fixed assets | | (115,976) | (27,103) |
| NET CASH USED IN INVESTING ACTIVITIES | | (115,964) | (27,087) |
| CASH FLOWS FROM FINANCING ACTIVITIES | | | |
| Cash inflows from new borrowing | | - | 50,000 |
| Repayments of borrowing | | (22,545) | (37,835) |
| Interest paid | | (3,599) | (3,593) |
| NET CASH (USED IN)/PROVIDED BY FINANCING ACTIVITIES | | (26,144) | 8,572 |
| CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR | | 85,133 | 305,293 |
| Cash and cash equivalents at the beginning of the year | | 364,106 | 58,813 |
| CASH AND CASH EQUIVALENTS AT THE END OF THE YEAR | 23 | 449,239 | 364,106 |

The notes on pages 15 to 38 form part of these financial statements

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2022

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) (second edition of the Charities SORP October 2019); effective January 2019).

Bressingham Steam Preservation Company Limited 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.

The Consolidated Statement of Financial Activities (SOFA) and Consolidated Balance Sheet consolidate the financial statements of the company and its subsidiary undertaking. The results of the subsidiary are consolidated on a line by line basis.

The company has taken advantage of the exemption allowed under section 408 of the Companies Act 2006 and has not presented its own Statement of Financial Activities in these financial statements. The surplus of the parent charity for the year for Companies Act purposes is £272,490 (2020 - £9,106)

1.2 GOING CONCERN

The Trustees have reviewed the financial position of the charity, including the impact of COVID-19 and have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Accordingly, the financial statements continue to be prepared on the going concern basis.

1.3 COMPANY STATUS

The company is a company limited by guarantee. The members of the company are the trustees named on the reference and administrative details page of these financial statements. In the event of the company being wound up, the liability in respect of the guarantee is limited to £5 per member of the charity.

1.4 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 Group and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Group 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.

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2022**

1. ACCOUNTING POLICIES (CONTINUED)

1.5 INCOME

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

Admissions income is recognised on the date of admission. The subsidiary's turnover comprises shop sales and franchise fee income. Shop sales are recognised when the goods are supplied. Franchise fee income is recognised in the period to which it relates.

Donations income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income can be measured reliably. Entitlement is considered to have arisen immediately upon receipt of the donation.

Heritage assets which are donated, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where a reliable valuation of the gifted asset cannot be obtained.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

All income is recognised exclusive of VAT.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

1.6 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.

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

1.7 TANGIBLE FIXED ASSETS AND DEPRECIATION

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.

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**NOTES TO THE FINANCIAL STATEMENTS
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1. ACCOUNTING POLICIES (CONTINUED)

1.7 TANGIBLE FIXED ASSETS AND DEPRECIATION (CONTINUED)

Depreciation is charged so as to allocate the cost of tangible fixed assets less their residual value over their estimated useful lives. Depreciation is provided on the following bases:

| | |
|---------------------|--|
| Leasehold property | - 2 - 20% straight line |
| Plant and machinery | - 5 - 25% straight line and reducing balance |
| Event assets | - 25% straight line |
| Other fixed assets | - 25% straight line |

1.8 HERITAGE ASSETS

The Museum's collection of steam engines is reported in the balance sheet at fair value. With effect from 1 March 2016, costs incurred in bringing a static exhibit into operational use are capitalised. Advice on valuations is received from professional auctioneers and valuation agents, Cheffins of Cambridge. With steam engines the most expensive part to maintain is the boiler and boilers have a life of 7 years before they are required to be restored professionally, through the Museum's engineering insurance. Engines in the first few years of the 7-year boiler certificate are valued more highly than those approaching the end of the 7-year period when costly repairs are more likely. The valuations are therefore taken at the mid-boiler certificate average.

The Museum maintains certain steam engines in full working order and any maintenance costs are charged to the Statement of Financial Activities. The engines are more likely to appreciate in value than depreciate and they have in relative terms, an infinite length of life; depreciation is therefore not charged.

The assets of the Museum are held on an asset register which is divided into core and non-core assets. In general terms, the core assets are those which the Museum wishes to retain to meet its collection policy and its charitable objectives. The non-core items also form an integral part of the collection but are not necessarily vital to the achievement of the objectives. These non-core items may, with the agreement and direction of the Trustees be disposed of in order to provide funds to enhance the core aspects of the collection. However, in some instances the Trustees may decide to dispose of core items in the interests of enhancing the collection as a whole. For example, an engine which cannot be restored to running order at Bressingham for which the Museum has no facility to operate, may be disposed of in order that it can be restored and displayed elsewhere in the heritage sector.

The associated collection of railway memorabilia and artefacts is not recognised in the balance sheet because it would be of insignificant value and because the cost of the valuation process could not be justified. Nearly all items are of low value (less than £50), but some items are worth more (some rare books in particular) but no individual item is believed to have a value of more than £500. New additions to the collection are almost invariably by donations and as such items are at the lower end of the value scale.

The Museum's management policy in respect of its heritage assets is summarised at Note 13 below. Further details are held in the Museum's handbook on the collection and also full records are held electronically by the Museum's curator, who provides information to the public on request.

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**NOTES TO THE FINANCIAL STATEMENTS
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1. ACCOUNTING POLICIES (CONTINUED)

1.9 INVESTMENTS

Investments in subsidiaries are valued at cost.

1.10 OPERATING LEASES

Rentals paid under operating leases are charged to the Consolidated Statement of Financial Activities on a straight line basis over the lease term.

1.11 STOCKS

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

1.12 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.

1.13 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.

1.14 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 company 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 within interest payable and similar charges.

1.15 FINANCIAL INSTRUMENTS

The Group 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.

1.16 PENSIONS

The Group operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Group to the fund in respect of the year.

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**NOTES TO THE FINANCIAL STATEMENTS
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2. INCOME FROM DONATIONS

| | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|--------------------------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Donations and gifts | 8,886 | 8,599 | 17,485 | 36,060 |
| Donations under Gift Aid | 79,192 | - | 79,192 | 48,492 |
| Grants | - | - | - | 155,000 |
| | <u>88,078</u> | <u>8,599</u> | <u>96,677</u> | <u>239,552</u> |
| TOTAL 2021 | <u>82,616</u> | <u>156,936</u> | <u>239,552</u> | |

3. DONATIONS UNDER GIFT AID

During the year the charity applied for Gift Aid relief in respect of donations made by the public to the charity. The total Gift Aid received during the year was £79,192 on gross donations and admissions of £316,768 (2021 - £28,492 on gross donations of £194,921).

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4. OTHER INCOME

| | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|----------------------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Government grants | 28,702 | - | 28,702 | 95,071 |
| Arts Council England | - | 42,139 | 42,139 | 193,409 |
| | <u>28,702</u> | <u>42,139</u> | <u>70,841</u> | <u>288,480</u> |
| TOTAL 2021 | <u>95,071</u> | <u>193,409</u> | <u>288,480</u> | |

Government grants represents amounts receivable:

- under the Coronavirus Job Retention Scheme (CJRS) of £600 (2021 - £59,260) to cover salaries of furloughed employees.
- under the Coronavirus Bounce Back Loan Scheme of £208 (2021 - £1,040).
- of £nil (2021 - £3,000) from the Museum Development Programme for the East of England managed by Norfolk County Council.
- from South Norfolk Council of £24,000 (2021 - £31,771) under local government support schemes available during lockdown.
- from Norfolk County Council of £3,894 (2021 - £nil) as a Small Museums Grant.

In 2021 the Charity was awarded a grant from Arts Council England from the Culture Recovery Fund of £193,409 of which £174,068 had been received by the year end. During the year a final receipt of £18,405 was received from Arts Council England. In 2022 the Charity was awarded £43,075 from the Culture Recovery Fund Round 2.

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2022**

5. FUNDRAISING INCOME

Income from fundraising events

| | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|---------------|------------------------------------|-----------------------------|-----------------------------|
| Sundry income | 2,646 | 2,646 | 4,326 |
| | <u>2,646</u> | <u>2,646</u> | <u>4,326</u> |
| TOTAL 2021 | 4,326 | 4,326 | |
| | <u>4,326</u> | <u>4,326</u> | |

Sundry income includes the sale of guide books to visitors.

Income from non charitable trading activities

| | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|---------------------------|------------------------------------|-----------------------------|-----------------------------|
| Gift shop and café income | 77,678 | 77,678 | 39,497 |
| | <u>77,678</u> | <u>77,678</u> | <u>39,497</u> |
| TOTAL 2021 | 39,497 | 39,497 | |
| | <u>39,497</u> | <u>39,497</u> | |

In 2022 trading expenditure was £106,193 (see note 8), resulting in a net loss from trading activities of £28,515 (2021: net income of £1,279).

6. INVESTMENT INCOME

| | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|------------------------|------------------------------------|-----------------------------|-----------------------------|
| Bank interest received | 12 | 12 | 16 |
| | <u>12</u> | <u>12</u> | <u>16</u> |
| TOTAL 2021 | 16 | 16 | |
| | <u>16</u> | <u>16</u> | |

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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NOTES TO THE FINANCIAL STATEMENTS
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7. INCOME FROM CHARITABLE ACTIVITIES

| | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|------------|--|---------------------------------------|---------------------------------------|
| Admissions | 683,784 | 683,784 | 302,740 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL 2021 | 302,740 | 302,740 | |
| | <hr/> | <hr/> | |

8. EXPENDITURE ON RAISING FUNDS

OTHER TRADING EXPENSES

| | Unrestricted funds 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|--------------------------------|--|---------------------------------------|---------------------------------------|
| Gift shop and cafe expenses | 92,630 | 92,630 | 24,295 |
| Gift shop and cafe staff costs | 13,563 | 13,563 | 13,923 |
| | <hr/> | <hr/> | <hr/> |
| | 106,193 | 106,193 | 38,218 |
| | <hr/> | <hr/> | <hr/> |
| TOTAL 2021 | 38,218 | 38,218 | |
| | <hr/> | <hr/> | |

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
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9. ANALYSIS OF CHARITABLE EXPENDITURE BY ACTIVITIES

| | Activities undertaken directly 2022 £ | Support & governance costs 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|-------------------------------|---|---|-----------------------------|-----------------------------|
| Preservation of steam engines | 597,512 | 142,196 | 739,708 | 556,658 |
| TOTAL 2021 | 442,591 | 114,067 | 556,658 | |

In 2022 £51,193 (2021: £219,532) of expenditure on charitable activities was restricted.

ANALYSIS OF DIRECT COSTS

| | Preservat -ion of steam engines 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|-----------------------------|---|-----------------------------|-----------------------------|
| Staff costs | 224,699 | 224,699 | 208,321 |
| Garden costs & consumables | 112,857 | 112,857 | 112,857 |
| Maintenance & plant leasing | 120,853 | 120,853 | 32,694 |
| Fuel | 24,078 | 24,078 | 9,107 |
| Depreciation | 66,165 | 66,165 | 50,372 |
| Other running costs | 48,860 | 48,860 | 29,240 |
| | 597,512 | 597,512 | 442,591 |
| TOTAL 2021 | 442,591 | 442,591 | |

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9. ANALYSIS OF CHARITABLE EXPENDITURE BY ACTIVITIES (CONTINUED)

ANALYSIS OF SUPPORT COSTS

| | Preservat- ion of steam engines 2022 £ | Total funds 2022 £ | Total funds 2021 £ |
|--|---|---------------------------------------|---------------------------------------|
| Office rent & receivables | 1,223 | 1,223 | 1,126 |
| Heat & light | 44,296 | 44,296 | 28,393 |
| Insurances | 33,266 | 33,266 | 29,698 |
| Telephone, radio and stationery | 23,255 | 23,255 | 17,109 |
| Travel | 1,903 | 1,903 | 595 |
| Bank charges | 6,200 | 6,200 | 7,523 |
| Bank interest | 3,538 | 3,538 | 3,819 |
| Advertising | 15,399 | 15,399 | 15,118 |
| Independent Examiner's remuneration (governance) | 13,116 | 13,116 | 10,686 |
| | <u>142,196</u> | <u>142,196</u> | <u>114,067</u> |
| TOTAL 2021 | <u>114,067</u> | <u>114,067</u> | |

10. INDEPENDENT EXAMINER'S REMUNERATION

The independent examiner's remuneration amounts to an independent examiner fee of £3,600 (2021 - £3,060) and accountancy services of £6,642 (2021 - £7,626).

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11. STAFF COSTS

| | Group 2022 £ | Group 2021 £ | Company 2022 £ | Company 2021 £ |
|-----------------------|--------------------|--------------------|----------------------|----------------------|
| Wages and salaries | 217,743 | 203,294 | 204,180 | 189,371 |
| Social security costs | 11,496 | 9,856 | 11,496 | 9,856 |
| Other pension costs | 9,023 | 9,094 | 9,023 | 9,094 |
| | <u>238,262</u> | <u>222,244</u> | <u>224,699</u> | <u>208,321</u> |

The average number of persons employed by the company during the year was as follows:

| | Group 2022 No. | Group 2021 No. |
|---------------------|----------------------|----------------------|
| Engineering | 3 | 4 |
| Office | 5 | 4 |
| General maintenance | 1 | 3 |
| Seasonal | 5 | 5 |
| Souvenirs | 1 | 1 |
| | <u>15</u> | <u>17</u> |

No employee received remuneration amounting to more than £60,000 in either year.

The key management personnel of the charity comprise the Trustees and the General Manager. No Trustees received any remuneration or benefits in kind from the charity during the year ended 28 February 2022 (2021 - £NIL). The total employee benefits, including employer's national insurance and pension contributions, of the key management personnel of the group during the year were £42,886 (2021 - £40,222).

During the year, one Trustee (2021 - NIL) received reimbursement of travel expenses of £49 (2021 - £NIL).

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**NOTES TO THE FINANCIAL STATEMENTS
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12. TANGIBLE FIXED ASSETS

GROUP

| | Long-term leasehold property £ | Plant and machinery £ | Event assets £ | Other fixed assets £ | Total £ |
|--------------------------|---|-----------------------------|-------------------|----------------------------|------------|
| COST OR VALUATION | | | | | |
| At 1 March 2021 | 783,401 | 318,839 | - | 180,419 | 1,282,659 |
| Additions | 41,609 | 22,543 | 45,874 | - | 110,026 |
| At 28 February 2022 | 825,010 | 341,382 | 45,874 | 180,419 | 1,392,685 |
| DEPRECIATION | | | | | |
| At 1 March 2021 | 385,639 | 293,408 | - | 180,419 | 859,466 |
| Charge for the year | 46,031 | 14,022 | 9,692 | - | 69,745 |
| At 28 February 2022 | 431,670 | 307,430 | 9,692 | 180,419 | 929,211 |
| NET BOOK VALUE | | | | | |
| At 28 February 2022 | 393,340 | 33,952 | 36,182 | - | 463,474 |
| At 28 February 2021 | 397,762 | 25,431 | - | - | 423,193 |

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12. TANGIBLE FIXED ASSETS (CONTINUED)

COMPANY

| | Long-term leasehold property £ | Plant and machinery £ | Fixtures and fittings £ | Other fixed assets £ | Total £ |
|--------------------------|---|-----------------------------|-------------------------------|----------------------------|------------|
| COST OR VALUATION | | | | | |
| At 1 March 2021 | 783,401 | 264,892 | - | 180,419 | 1,228,712 |
| Additions | 41,609 | 13,303 | 45,874 | - | 100,786 |
| At 28 February 2022 | 825,010 | 278,195 | 45,874 | 180,419 | 1,329,498 |
| DEPRECIATION | | | | | |
| At 1 March 2021 | 385,639 | 242,699 | - | 180,419 | 808,757 |
| Charge for the year | 46,031 | 10,442 | 9,692 | - | 66,165 |
| At 28 February 2022 | 431,670 | 253,141 | 9,692 | 180,419 | 874,922 |
| NET BOOK VALUE | | | | | |
| At 28 February 2022 | 393,340 | 25,054 | 36,182 | - | 454,576 |
| At 28 February 2021 | 397,762 | 22,193 | - | - | 419,955 |

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13. HERITAGE ASSETS

GROUP AND COMPANY

Assets recognised at cost

| | Heritage assets 2022 £ | Total 2022 £ |
|--------------------------------|---------------------------------|--------------------|
| Carrying value at 1 March 2021 | 2,061,220 | 2,061,220 |
| Additions | 5,950 | 5,950 |
| | <u>2,067,170</u> | <u>2,067,170</u> |

Heritage assets were professionally valued by Jeremy Curzon MNAVA of Cheffins vintage auctions and Martyn Ashworth of HTS Limited in May and September 2017, respectively. The basis of the valuation was fair value. The historic cost of heritage assets is £400,976 (2020 - £395,026).

Analysis of heritage asset transactions

GROUP AND COMPANY

| | 2022 £ | 2021 £ | 2020 £ | 2019 £ | 2018 £ |
|------------------------|--------------|-----------|-----------|------------|--------------|
| ADDITIONS | | | | | |
| Purchases | 5,950 | - | - | 145 | - |
| Donations | - | - | - | - | 9,850 |
| TOTAL ADDITIONS | <u>5,950</u> | <u>-</u> | <u>-</u> | <u>145</u> | <u>9,850</u> |
| DISPOSALS | | | | | |
| Carrying value | - | - | - | - | 1,750 |
| Sale proceeds | - | - | - | - | 1,458 |
| TOTAL DISPOSALS | <u>-</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>3,208</u> |

14. HERITAGE ASSET MANAGEMENT POLICY

The Museum maintains a collection of 24 steam engines and 25 smaller pumps, turbines and mill engines. It is the policy of the Museum that as far as practical all these assets be on view to the general public. The exceptions are when an engine is off site on hire or loan to another museum, or being repaired.

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Acquisitions and disposals are now mainly confined to the narrow gauge railway locomotives where the Trustees are moving towards having representative locomotives on each of the three railway gauges operated.

The collection of railway memorabilia is held on display to the public in a dedicated display gallery and as additional relevant items around the locomotive sheds.

15. INVESTMENT IN SUBSIDIARY COMPANY

The charity has a wholly owned subsidiary which is incorporated in the UK. Bressingham Souvenirs Limited operates a gift shop and cafe within the grounds of the museum. Bressingham Souvenirs Limited covenants its taxable profits to Bressingham Steam Preservation Company Limited. The accounts have been filed with the Registrar of Companies. The cost of the investment in the subsidiary is £100 (2021 - £100). A summary of its results is shown below:

| | 2022 | 2021 |
|---|-----------------|-----------------|
| | £ | £ |
| Profit and Loss Account | | |
| Turnover | 77,678 | 39,497 |
| Cost of sales | (52,578) | (32,181) |
| Gross profit | 25,100 | 7,316 |
| Administrative expenses | (67,189) | (19,412) |
| Net (loss)/profit retained in subsidiary | <u>(42,089)</u> | <u>(12,096)</u> |
| Balance Sheet | | |
| Fixed assets | 8,898 | 3,238 |
| Current assets | 42,848 | 70,153 |
| Current liabilities | (83,592) | (63,148) |
| Total net assets | <u>(31,846)</u> | <u>10,243</u> |

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FOR THE YEAR ENDED 28 FEBRUARY 2022**

16. STOCKS

| | Group 2022 £ | Group 2021 £ | Company 2022 £ | Company 2021 £ |
|------------------------------------|-----------------------------|-----------------------------|-------------------------------|-------------------------------|
| Raw materials and goods for resale | 60,012 | 61,813 | 37,297 | 42,246 |

17. DEBTORS

| | Group 2022 £ | Group 2021 £ | Company 2022 £ | Company 2021 £ |
|------------------------------------|-----------------------------|-----------------------------|-------------------------------|-------------------------------|
| DUE WITHIN ONE YEAR | | | | |
| Trade debtors | 21,769 | 54,669 | 2,287 | 4,762 |
| Amounts owed by group undertakings | - | - | 59,669 | 39,353 |
| Other debtors | 1,623 | 421 | 1,623 | 393 |
| Prepayments and accrued income | 1,126 | 21,741 | 1,126 | 21,741 |
| Tax recoverable | 770 | 157 | 770 | 157 |
| | 25,288 | 76,988 | 65,475 | 66,406 |

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18. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

| | Group 2022 £ | Group 2021 £ | Company 2022 £ | Company 2021 £ |
|------------------------------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans | 17,746 | 22,545 | 17,746 | 22,545 |
| Other loans | 10,000 | 10,000 | 10,000 | 10,000 |
| Trade creditors | 70,692 | 59,021 | 50,988 | 37,851 |
| Other taxation and social security | 6,555 | 3,705 | 5,137 | 3,705 |
| Other creditors | 4,686 | 4,471 | 4,686 | 4,471 |
| Accruals and deferred income | 20,137 | 20,202 | 17,337 | 17,577 |
| | <u>129,816</u> | <u>119,944</u> | <u>105,894</u> | <u>96,149</u> |

Bank loans due within one year comprise:

- borrowings of £7,746 (2021 - £15,045) which are secured over the commercial leasehold property known as the Land at Bressingham, Diss, Suffolk and an unlimited debenture incorporating a fixed and floating charge. Interest is payable at 3.9% per annum.

- a Coronavirus Bounce Back Loan of £10,000 (2021 - £7,500) which was drawn down in May 2020. No interest was payable in the first 12 months. Interest is now charged at 2.5% per annum. The loan is unsecured.

| | Group 2022 £ | Group 2021 £ | Company 2022 £ | Company 2021 £ |
|--|--------------------|--------------------|----------------------|----------------------|
| DEFERRED INCOME | | | | |
| Deferred income at 1 March 2021 | 8,542 | 5,115 | 5,115 | 5,115 |
| Resources deferred during the year | 1,297 | 4,384 | 1,297 | - |
| Amounts released from previous periods | (1,428) | (957) | 1,999 | - |
| Deferred income at 28 February 2022 | <u>8,411</u> | <u>8,542</u> | <u>8,411</u> | <u>5,115</u> |

Deferred income comprises bookings received in advance and government grants providing funding for post year end periods.

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19. CREDITORS: AMOUNTS FALLING DUE AFTER MORE THAN ONE YEAR

| | Group 2022 £ | Group 2021 £ | Company 2022 £ | Company 2021 £ |
|------------|--------------------|--------------------|----------------------|----------------------|
| Bank loans | 32,500 | 50,246 | 32,500 | 50,246 |

Included within the above are amounts falling due as follows:

| | Group 2022 £ | Group 2021 £ | Company 2022 £ | Company 2021 £ |
|-----------------------------------|--------------------|--------------------|----------------------|----------------------|
| BETWEEN ONE AND TWO YEARS | | | | |
| Bank loans | 10,000 | 17,746 | 10,000 | 17,746 |
| BETWEEN TWO AND FIVE YEARS | | | | |
| Bank loans | 22,500 | 30,000 | 22,500 | 30,000 |
| OVER FIVE YEARS | | | | |
| Bank loans | - | 2,500 | - | 2,500 |

Bank loans due in more than one year comprise:

- borrowings of £NIL (2021 - £7,746) which are secured over the commercial leasehold property known as the Land at Bressingham, Diss, Suffolk and an unlimited debenture incorporating a fixed and floating charge. Interest is payable at 3.9% per annum. The loan is repayable by August 2022.

- a Coronavirus Bounce Back Loan of £32,500 (2021 - £42,500) which was drawn down in May 2020. No interest was payable in the first 12 months. Interest is now charged at 2.5% per annum. The loan is repayable by monthly installments with final payment due by May 2026.

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20. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

| | Balance at 1 March 2021 £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 28 February 2022 £ |
|---------------------------------|---------------------------------|-------------|------------------|--------------------------|--|
| UNRESTRICTED FUNDS | | | | | |
| DESIGNATED FUNDS | | | | | |
| Designated funds | 724,670 | - | - | - | 724,670 |
| GENERAL FUNDS | | | | | |
| General funds | 1,941,010 | 803,222 | (644,989) | 90,684 | 2,189,927 |
| Subsidiary | 10,143 | 77,678 | (119,766) | - | (31,945) |
| | 1,951,153 | 880,900 | (764,755) | 90,684 | 2,157,982 |
| TOTAL UNRESTRICTED FUNDS | 2,675,823 | 880,900 | (764,755) | 90,684 | 2,882,652 |
| RESTRICTED FUNDS | | | | | |
| Restoration projects | 19,734 | 8,599 | (8,118) | - | 20,215 |
| Western Culture Fund | 98,398 | - | (6,778) | (91,620) | - |
| Culture Recovery Fund | 23,175 | 42,139 | (66,250) | 936 | - |
| | 141,307 | 50,738 | (81,146) | (90,684) | 20,215 |
| TOTAL OF FUNDS | 2,817,130 | 931,638 | (845,901) | - | 2,902,867 |

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20. STATEMENT OF FUNDS (CONTINUED)

Designated funds

The Trustees have established a designated fund to maintain the value of the Charity's core assets.

Included within general and designated funds is a revaluation reserve of £1,742,199 (2021 - £1,746,499).

Restricted funds

There are several ongoing restoration projects. The monies received relate to specific restoration projects.

The Western Culture Fund is to support the museum to meet the additional costs incurred as a result of measures introduced to make the attraction COVID secure. In addition, the fund supports capital improvements at the museum. The transfer in the year represents fixed assets purchased with the fund.

The Culture Recovery Fund and National Lottery Heritage Fund were awarded to the museum to cover specific running costs during the COVID-19 pandemic. The transfer in the year represents expenditure incurred in excess of grant funding.

BRESSINGHAM STEAM PRESERVATION COMPANY LIMITED
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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2022**

20. STATEMENT OF FUNDS (CONTINUED)

STATEMENT OF FUNDS - PRIOR YEAR

| | Balance at 1 March 2020 £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 28 February 2021 £ |
|---------------------------------|---------------------------------|----------------|------------------|--------------------------|--|
| UNRESTRICTED FUNDS | | | | | |
| DESIGNATED FUNDS | | | | | |
| Designated funds | 724,670 | - | - | - | 724,670 |
| GENERAL FUNDS | | | | | |
| General funds | 1,767,967 | 484,769 | (323,754) | 12,028 | 1,941,010 |
| Subsidiary | 22,236 | 39,497 | (51,590) | - | 10,143 |
| | <u>1,790,203</u> | <u>524,266</u> | <u>(375,344)</u> | <u>12,028</u> | <u>1,951,153</u> |
| TOTAL UNRESTRICTED FUNDS | <u>2,514,873</u> | <u>524,266</u> | <u>(375,344)</u> | <u>12,028</u> | <u>2,675,823</u> |
| RESTRICTED FUNDS | | | | | |
| Restoration projects | 22,522 | 1,936 | (4,724) | - | 19,734 |
| Western Culture Fund | - | 100,000 | - | (1,602) | 98,398 |
| Culture Recovery Fund | - | 193,409 | (159,808) | (10,426) | 23,175 |
| South Norfolk Grant | - | 55,000 | (55,000) | - | - |
| | <u>22,522</u> | <u>350,345</u> | <u>(219,532)</u> | <u>(12,028)</u> | <u>141,307</u> |
| TOTAL OF FUNDS | <u>2,537,395</u> | <u>874,611</u> | <u>(594,876)</u> | <u>-</u> | <u>2,817,130</u> |

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2022**

21. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

| | Unrestricted funds 2022 £ | Restricted funds 2022 £ | Total funds 2022 £ |
|-------------------------------------|------------------------------------|----------------------------------|-----------------------------|
| Tangible fixed assets | 463,474 | - | 463,474 |
| Heritage assets | 2,067,170 | - | 2,067,170 |
| Current assets | 514,324 | 20,215 | 534,539 |
| Creditors due within one year | (129,816) | - | (129,816) |
| Creditors due in more than one year | (32,500) | - | (32,500) |
| TOTAL | 2,882,652 | 20,215 | 2,902,867 |

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

| | Unrestricted funds 2021 £ | Restricted funds 2021 £ | Total funds 2021 £ |
|-------------------------------------|------------------------------------|----------------------------------|-----------------------------|
| Tangible fixed assets | 423,193 | - | 423,193 |
| Heritage assets | 2,061,220 | - | 2,061,220 |
| Current assets | 358,279 | 144,628 | 502,907 |
| Creditors due within one year | (116,623) | (3,321) | (119,944) |
| Creditors due in more than one year | (50,246) | - | (50,246) |
| TOTAL | 2,675,823 | 141,307 | 2,817,130 |

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2022**

22. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES

| | Group 2022 £ | Group 2021 £ |
|--|--------------------|--------------------|
| Net income for the year (as per Statement of Financial Activities) | 85,737 | 279,735 |
| ADJUSTMENTS FOR: | | |
| Depreciation charges | 69,745 | 53,306 |
| Interest paid | 3,538 | 3,532 |
| Dividends, interests and rents from investments | (12) | (16) |
| Decrease in stocks | 1,801 | 2,620 |
| Decrease/(increase) in debtors | 51,700 | (4,605) |
| Increase/(decrease) in creditors | 14,732 | 8,577 |
| NET CASH PROVIDED BY OPERATING ACTIVITIES | 227,241 | 343,149 |

23. ANALYSIS OF CASH AND CASH EQUIVALENTS

| | Group 2022 £ | Group 2021 £ |
|--|--------------------|--------------------|
| Cash in hand | 449,239 | 364,106 |
| TOTAL CASH AND CASH EQUIVALENTS | 449,239 | 364,106 |

24. ANALYSIS OF CHANGES IN NET DEBT

| | At 1 March 2021 £ | Cash flows £ | At 28 February 2022 £ |
|--------------------------|-------------------------|-----------------|--------------------------------|
| Cash at bank and in hand | 364,106 | 85,133 | 449,239 |
| Debt due within 1 year | (32,545) | 4,799 | (27,746) |
| Debt due after 1 year | (50,246) | 17,746 | (32,500) |
| | 281,315 | 107,678 | 388,993 |

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2022

25. OPERATING LEASE COMMITMENTS

At 28 February 2022 the Group and the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

| | Group 2022 £ | Group 2021 £ | Company 2022 £ | Company 2021 £ |
|--|-----------------------------|-----------------------------|-------------------------------|-------------------------------|
| Not later than 1 year | 7,917 | 7,917 | 7,917 | 7,917 |
| Later than 1 year and not later than 5 years | 13,867 | 21,784 | 13,867 | 21,784 |
| | 21,784 | 29,701 | 21,784 | 29,701 |

26. RELATED PARTY TRANSACTIONS

During the year, the charity purchased goods to the value of £NIL (2021 – £537) from A Baker, the general manager, trading as BakerCake. As at 28 February 2022 the outstanding balance due to BakerCake was £10,749 (2021 - £10,749).

During the year, Bressingham Souvenirs Limited made sales of £7,200 (2021 - £7,200) and purchased goods of £NIL (2021 - £964) from A Baker, the general manager, trading as BakerCake. As at 28 February 2022, there was a net balance due from BakerCake of £39,126 (2021 - £30,486) gross of any provisions.

During the year, £13,563 (2021 - £13,923) was recharged to Bressingham Souvenirs Limited in respect of wages and salary costs and £750 (2021 - £750) in respect of a licence fee. A management fee was also charged to Bressingham Souvenirs Limited in respect of overheads amounting to £10,000 (2021 - £10,000).

At the year-end, £59,669 (2021 - £39,353) was due to the charity from Bressingham Souvenirs Limited.

At the year-end, £10,000 (2021 - £10,000) was due to C R Leah, a trustee of the charity. This amount is included within creditors due within one year as other loans.

27. CONTROLLING PARTY

The company is limited by guarantee and is under the control of the Trustees, who are also the members.