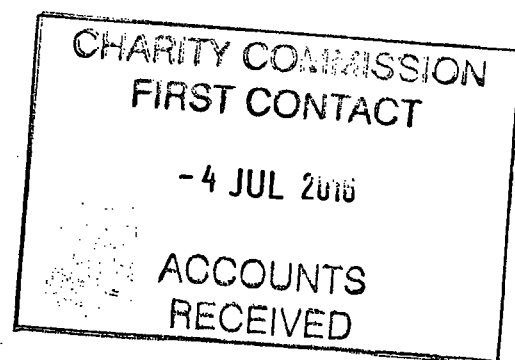


Charity Registration No. 1123751

Company Registration No. 6493711 (England and Wales)

**LEWES PRIORY TRUST**  
**(LIMITED BY GUARANTEE)**  
**TRUSTEES' REPORT AND UNAUDITED ACCOUNTS**  
**FOR THE YEAR ENDED 31 MARCH 2016**



**LEWES PRIORY TRUST  
(LIMITED BY GUARANTEE)  
LEGAL AND ADMINISTRATIVE INFORMATION**

---

<b>Trustees</b>	Rosemary Eggar Arthur Franklin Sy Morse-Brown Andrew Norris
<b>Charity number</b>	1123751
<b>Company number</b>	6493711
<b>Principal address</b>	Town Hall High Street Lewes East Sussex BN7 2QS
<b>Registered office</b>	Trinity House School Hill Lewes East Sussex BN7 1HH
<b>Independent examiner</b>	Knill James One Bell Lane Lewes East Sussex BN7 1JU
<b>Bankers</b>	CAF Bank Ltd PO Box 289 25 Kings Hill Avenue West Malling Kent ME19 4JQ

---

**LEWES PRIORY TRUST  
(LIMITED BY GUARANTEE)  
CONTENTS**

---

	<b>Page</b>
Trustees' report	1 - 4
Independent examiners' report	5
Statement of financial activities	6
Balance sheet	7
Notes to the accounts	8 - 13

---

# **LEWES PRIORY TRUST (LIMITED BY GUARANTEE) TRUSTEES' REPORT**

**FOR THE YEAR ENDED 31 MARCH 2016**

---

The Trustees present their report and accounts for the year ended 31 March 2016.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's trust deed, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/2014.

## **Structure, governance and management**

The charity is constituted as a company limited by guarantee, and is therefore governed by its Memorandum and Articles of Association.

The Trustees, who are also the directors for the purpose of company law, and who served during the year were:

Tracy Anderson (Resigned 12 June 2015)

Rosemary Eggar

Arthur Franklin

Sy Morse-Brown

Christopher Walker (Resigned 13 July 2015)

Andrew Norris

Trustees are recruited on the basis of their commitment to, and ability to contribute to, the objects of the trust, and are appointed as charitable directors in accordance with the procedures laid down in the Memorandum and Articles of Association.

In September 2014 Paul Benjamin was co-opted as a member of the Trust's governing body which has recently been further strengthened by the addition of John Freeman and Graham Willsher. They have expressed a willingness to be proposed as new trustees.

The following also served the Trust during the year:

Helen Chiasson and Kate Hickmott as Education Managers.

The Trustees appreciate the financial support of the Town Council, the continuing help and advice of the Town Clerk and the attendance of Councillor Esther Watts at Trust meetings as Council representative.

None of the Trustees has any beneficial interest in the company. All of the Trustees are members of the company and guarantee to contribute up to £10 in the event of a winding up.

The charity has no related parties.

The Trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

## **Objectives and activities for public benefit**

The charity's objects and its principal activities are to preserve the remains of the Cluniac Priory of St Pancras in Lewes in the County of East Sussex for the benefit of the public generally and especially the inhabitants of the District of Lewes, to facilitate public and archaeological access to the Priory and to advance the education of the public in the subject of the Priory and its importance in the history of England.

The Trust objectives are pursued in accordance with the principles set out in the June 2015 Development Plan which is available on the website.

The Trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake.

**LEWES PRIORY TRUST  
(LIMITED BY GUARANTEE)  
TRUSTEES' REPORT (CONTINUED)  
FOR THE YEAR ENDED 31 MARCH 2016**

---

**Achievements and performance**

**Overview**

Another full year of events and activities which saw the completion of our two Heritage Lottery grants, extending the reach of our educational programme and establishing links with other UK Cluniac sites and the Federation in France. The Trust received a Certificate of Recognition in the 2015 Historic England Angel Awards and was nominated to receive a certificate as part of the 2016 Lewes District recognition of 'Unsung Heroes'.

**Priory site**

General repairs to the masonry comprising works scheduled by our architect, Richard Andrews, in 2014 and 2015 were carried out during October.

We regularly review safety in Priory Park and two additional sections of fencing will be installed when Scheduled Monument Consent has been granted by Historic England.

There was a regrettable instance of vandalism when graffiti was sprayed on the refectory walls. There was insufficient evidence to proceed against the perpetrator and fortunately the paint proved relatively easy to remove. There continues to be a problem of dog fouling despite notices and dog waste bins.

A few dedicated people report issues of concern in Priory Park. The trustees are always grateful to members and the public who bring matters of damage and safety to their attention.

**Events**

The Trust organised or attended some 30 events in the year to April 2016 and thirteen have been at Priory Park.

In September the Trust was able once again to put on the highly successful Priory by Candlelight evening which attracted over 1500 people. On the same day Arthur Franklin led a guided walk around Lewes following the Priory History Trail. Both these events were part of the Heritage Open Days.

Other organisations also used Priory Park for their events. The Lewes Passion Play was put on at Easter. Southover Bonfire Society again held their popular May Fayre. Synergy Theatre staged King Lear in July.

As well as numerous school visits, guided tours of the Priory were given to Walkers from Pyecombe Church, Brighton & Hove Archaeology Society, Burgess Hill History Society, Aria Tours from Toronto, Friends of Westminster Cathedral and Friends of Tonbridge Museum. Talks were given to St Mary's Gardening Club, Willingdon & Jevington WI, Pyecombe Church, U3A Brighton History Group, Lewes Bed & Breakfast Association, and Lewes & District Garden Society.

We are enormously grateful to Tracy Anderson, Helen Chiasson, Arthur Franklin, Tony Freeman, Kate Hickmott and Helen Poole, as guides and speakers, for giving their time and expertise to bring the Priory and its history to the public.

The fourth of our Study Days *Eat Drink & be Merry* was organised last October on the subject of medieval diet, food, drink and the seasons of the year. Four distinguished speakers attracted a wide audience in St John's Church Southover. A fifth Study Day is being planned for this October.

**Education**

Our education programme has become a major part of the Trust's activity. Education Officers Helen Chiasson and Kate Hickmott led further important educational initiatives extending school contacts to Brighton and Eastbourne. They organised site visits and in-school events for Laughton Community Primary School, St Pancras Primary School, St Andrews School Eastbourne, Southover Primary School, Coldean Primary School, Hertford Infants School Brighton and Firle Primary School.

They also represented the Trust at Moulsecoomb Heritage and Environment Festival, Pyecombe Church Flower Festival, Learning Liaison Forum and the Brighton Region Museums Association.

They also took a leading role in our growing links with the European Federation of Cluniac Sites and the UK Cluniac Group.

# **LEWES PRIORY TRUST (LIMITED BY GUARANTEE) TRUSTEES' REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2016**

---

## **Projects**

### Putting Lewes Priory on the Map

This £100,000 Your Heritage lottery grant project, commenced in October 2012, was successfully concluded in March. It comprised 18 separate elements many of which have been reported to you as they have been completed. The most recent projects include:

- The demountable teaching model which was unveiled at the December Members' Evening.
- The on-site model cast from a duplicate of the teaching model which was installed in May.
- Priory Board Game designed and produced as a means for introducing children to the Priory and its history.
- Enrichment Activities: Workshops and events organised for young adults with learning disabilities and school pupils.
- Training Manual for Priory volunteer guides.
- Archaeological investigation of the culverts: public participation phase completed with a well attended Archaeology Day on site.

### Priory Stones Research Project

Paul Benjamin and Andy Gammon are making good progress in identifying the 800 carved stones and sculptures that are located in the cellar of Anne of Cleves House and other locations in the Lewes area. This is a prelude to the production of a digital catalogue which will include photographic images of the most important pieces. The work is being facilitated by recent offers of help from Professor Eric Fernie and Dr Jill Franklin of the 'Corpus of Romanesque Sculpture in Britain and Ireland'. Images of the most significant stones are on the Priory website.

### Kitchen Garden

Tracy Anderson has been developing proposals for a kitchen garden on site as a complement to the Herb Garden. This will be designed specifically with young people in mind and will allow them to get involved in the practical aspects of gardening on site growing, cultivating and harvesting their own produce. This has the enthusiastic support of the Town Council and local organisations but money needs to be raised if it is to go ahead. A detailed budget has been produced. An application has been made for a Town Council Grant with a contribution from the Trust of £1,000. Mayor Graham Mayhew has nominated the project as one of his charities. The first fundraising event is a sponsored walk from Pyecombe Church to the Priory on 4 June.

### Embroidered Banner

VI members are continuing work on the images of the 12 UK Cluniac sites which will make up the banner. It is funded by a £750 grant from Lewes Town Council and is now about 50% complete.

## **National & International Links**

### UK Cluniac Group

A second annual conference was organised in Barnsley by the Friends of Monk Bretton Priory. Delegates from the other UK sites and English Heritage attended. The Trust has volunteered to coordinate the development of and fundraising for the UK Group.

### Moissac Salon de Tourisme

Helen Chiasson and Kate Hickmott attended the conference organised in October by the Fédération Européenne des Sites Clunisiens (FESC). Valuable contacts were made with other Cluniac sites in Europe and awareness of Lewes Priory developed.

### European Education Project

The European Federation is continuing to develop a pan-European project looking at heritage education best practice. Lewes Priory Trust has held talks with FESC director and East Sussex County Council external funding officer to explore potential funding avenues. FESC is awaiting the result of a funding application to a French foundation. The European partners for the project - UK (Lewes), France, Italy, Spain, Switzerland and Poland - have been agreed.

### Council of Europe Cultural Routes

The European Federation has encouraged us to identify Lewes as a location on the route of the Cluniac Sites in Europe. This would entail appropriate signs on the roads into the town. Unfortunately so far East Sussex Highways consider that these would be an unacceptable addition to existing signs.

# **LEWES PRIORY TRUST (LIMITED BY GUARANTEE) TRUSTEES' REPORT (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2016**

---

## **Herb Garden**

Tracy Anderson has again coordinated maintenance and development by our dedicated volunteers under the leadership of Sue Fitzsimmons. New plant labels have been installed, raised bed edging repaired and wattle fence panels renewed. The apple tree has been expertly pruned by Lex Titterton free of charge.

## **Lewes Priory Research Group**

The trust is grateful for the support of the Research Group on whose wide knowledge it continues to rely. The Group is progressing its long term aim to compile a complete record of material relating to the Priory and the location of primary and secondary sources of information. The Priory Stones research project contributes to this compilation of material relating to the Priory.

## **Emil Godfrey Memorial Lecture**

This event continues to be a highlight in our calendar. There have been 34 lectures since Emil Godfrey's first in 1982 and we have been privileged to hear some distinguished speakers. We have yet to find someone for 2017 and will welcome suggestions.

## **Website and Social Media**

The website [www.lewespriory.org.uk](http://www.lewespriory.org.uk) continues to be expanded having a growing amount of information on history and education subjects and many photographs of events. The Trust Facebook and Twitter accounts keep the profile of the Priory prominent.

## **Publications**

Helen Chiasson has kindly taken charge of our publications which continue to be available at the Tourist Information Centre, Barbican House and Anne of Cleves. We have produced a membership invitation slip which is now inserted into all leaflets.

## **Membership**

Membership has remained steady in the last twelve months and the Study Days have generated a number of new members. Do please encourage friends and neighbours to join.

## **Volunteers**

The Trustees are very grateful to all those who have given time and expertise during the year in the Herb Garden, as site wardens, as guides and at the various events. We are very fortunate to have had the offer from Graham Willsher to become our Treasurer. Our most urgent need now is for a Minutes Secretary.

## **Financial review**


The charity has continued to utilise the grant from the Heritage Lottery Fund received for the 'Putting Lewes Priory on the Map Project' and this work continues to progress. The final balance of the Heritage Lottery Fund grant will be claimed in the next year.

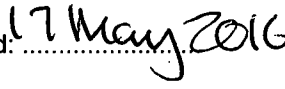
The results of the year have left unrestricted funds of £13,866 and restricted funds of £10,632.

## **Reserves policy**

The charity's reserves are required for the purpose of providing adequate working capital for the efficient operation of the charitable company with particular regard to the future obligations and responsibilities accruing from the project supported by the Heritage Lottery Fund and others, to build upon the project and also to cover any financial obligations in the event of the charitable company ceasing operations. It is considered that current levels set aside are adequate.

On behalf of the board of Trustees

Signed   
**Sy Morse-Brown (Chairman)**  
Trustee

Dated:   
17 May 2016

**LEWES PRIORY TRUST  
(LIMITED BY GUARANTEE)  
INDEPENDENT EXAMINER'S REPORT  
TO THE TRUSTEES OF LEWES PRIORY TRUST**

---

We report on the accounts of the charity for the year ended 31 March 2016, which are set out on pages 6 to 13.

**Respective responsibilities of Trustees and examiner**

The Trustees, who are also the directors of Lewes Priory Trust for the purposes of company law, are responsible for the preparation of the accounts. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011, the 2011 Act, and that an independent examination is needed.

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

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

**Basis of independent examiner's report**

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

**Independent examiner's statement**

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

- (a) which gives us reasonable cause to believe that in any material respect the requirements:
  - (i) to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - (ii) to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;have not been met; or
- (b) to which, in our opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

  
Knill James

Chartered Accountants  
One Bell Lane  
Lewes  
East Sussex  
BN7 1JU

Dated: 19<sup>th</sup> May 2016



**LEWES PRIORY TRUST  
(LIMITED BY GUARANTEE)  
STATEMENT OF FINANCIAL ACTIVITIES  
INCLUDING INCOME AND EXPENDITURE ACCOUNT  
FOR THE YEAR ENDED 31 MARCH 2016**

	Notes	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
<b><u>Incoming resources from generated funds</u></b>					
Donations and legacies	2	2,086	-	2,086	11,513
Activities for generating funds		605	-	605	655
Investment income	3	253	-	253	343
		2,944	-	2,944	12,511
Incoming resources from charitable activities	4	14,303	311	14,614	65,399
<b>Total incoming resources</b>		<b>17,247</b>	<b>311</b>	<b>17,558</b>	<b>77,910</b>
<b><u>Resources expended</u></b>					
<b>Charitable activities</b>					
Preservation and education	5	31,941	30,541	62,482	55,479
Governance costs		1,780	-	1,780	1,761
<b>Total resources expended</b>		<b>33,721</b>	<b>30,541</b>	<b>64,262</b>	<b>57,240</b>
<b>Net (outgoing)/incoming resources before transfers</b>		<b>(16,474)</b>	<b>(30,230)</b>	<b>(46,704)</b>	<b>20,670</b>
Gross transfers between funds		(1,656)	1,656	-	-
<b>Net (expenditure)/income for the year/ Net movement in funds</b>		<b>(18,130)</b>	<b>(28,574)</b>	<b>(46,704)</b>	<b>20,670</b>
Fund balances at 1 April 2015		31,996	39,206	71,202	50,532
<b>Fund balances at 31 March 2016</b>		<b>13,866</b>	<b>10,632</b>	<b>24,498</b>	<b>71,202</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

**LEWES PRIORY TRUST  
(LIMITED BY GUARANTEE)  
BALANCE SHEET**

**AS AT 31 MARCH 2016**

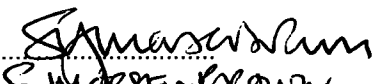
	Notes	2016 £	£	2015 £	£
<b>Current assets</b>					
Stocks		3,517		4,180	
Debtors	11	-		12,541	
Cash at bank and in hand		26,949		55,507	
		<u>30,466</u>		<u>72,228</u>	
<b>Creditors: amounts falling due within one year</b>	12	<u>(5,968)</u>		<u>(1,026)</u>	
<b>Total assets less current liabilities</b>			<u><b>24,498</b></u>		<u><b>71,202</b></u>
<b>Income funds</b>					
Restricted funds	13		<b>10,632</b>		<b>39,206</b>
Unrestricted funds			<u><b>13,866</b></u>		<u><b>31,996</b></u>
			<u><b>24,498</b></u>		<u><b>71,202</b></u>

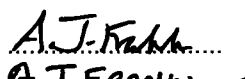
The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 31 March 2016. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these accounts.

The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with section 386 of the Act and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its incoming resources and application of resources, including its income and expenditure, for the financial year in accordance with the requirements of sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to accounts, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

The accounts were approved by the Board on 17 May 2016

  
S. MORSE-BROWN  
Trustee

  
A.J. FRANKLIN  
Trustee

Company Registration No. 6493711

**LEWES PRIORY TRUST  
(LIMITED BY GUARANTEE)  
NOTES TO THE ACCOUNTS**

**FOR THE YEAR ENDED 31 MARCH 2016**

---

**1 Accounting policies**

**1.1 Basis of preparation**

The accounts (financial statements) have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Standard for Smaller Entities published on 16/07/2014, the Financial Reporting Standard for Smaller Entities (FRSSE), the Charities Act 2011 and the Companies Act 2006.

The accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts.

**1.2 Incoming resources**

Voluntary income - All incoming resources are included in the statement of financial activities when the charity is legally entitled to the income and the amount can be quantified with accuracy.

Investment income - Investment income is recognised on a receivable basis.

Income from charitable activities is credited to the statement of financial activities in the period in which it is receivable.

**1.3 Resources expended**

Expenditure is included on an accruals basis.

Charitable activities - Charitable activities include expenditure associated with the objects of the charity and also include support costs relating to that activity.

Governance costs - Governance costs include those costs incurred in the governance of the charity and are primarily associated with constitutional and statutory requirements.

**1.4 Stock**

Stock is valued at the lower of cost and net realisable value.

**1.5 Financial Instruments**

The charity only has financial assets and 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.

**1.6 Accumulated funds**

Unrestricted funds are general funds that are available for use at the trustees' discretion in the furtherance of the objects of the charity.

Designated funds are unrestricted funds set aside at the discretion of the trustees for specific purposes.

Restricted funds are those donated for a particular purpose or else where fundraising has been undertaken for a particular purpose.

**1.7 Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

**LEWES PRIORY TRUST**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**1 Accounting policies**

**(Continued)**

**1.8 Cash at bank**

Cash at bank and cash in hand includes 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.

**1.9 Creditors**

Creditors and provisions are recognised when the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount.

**2 Donations and legacies**

	2016 £	2015 £
Donations and gifts	2,086	11,513

**3 Investment income**

	2016 £	2015 £
Interest receivable	253	343

**4 Incoming resources from charitable activities**

	Unrestricted funds £	Restricted funds £	Total 2016 £	Total 2015 £
Grants	11,333	-	11,333	60,026
Tours and open days	2,276	-	2,276	1,356
Subscriptions	694	-	694	821
Education income	-	311	311	3,196
	<u>14,303</u>	<u>311</u>	<u>14,614</u>	<u>65,399</u>

Included within income relating to Grants are the following grants

**Unrestricted**

Lewes Town Council	11,333	11,306
	<u>11,333</u>	<u>60,026</u>

**LEWES PRIORY TRUST**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**5 Total resources expended**

	2016 £	2015 £
<b>Charitable activities</b>		
<u>Preservation and education</u>		
Activities undertaken directly	60,532	53,717
Support costs	1,950	1,762
	<u>62,482</u>	<u>55,479</u>
<b>Total</b>	<b>62,482</b>	<b>55,479</b>
<b>Governance costs</b>	<b>1,780</b>	<b>1,761</b>
	<u>64,262</u>	<u>57,240</u>

**6 Activities undertaken directly**

	2016 £	2015 £
Costs relating to Preservation and education comprise:		
<b>Unrestricted</b>		
Maintenance of priory	16,981	4,880
Cluniac sites membership	42	41
Advertising	-	2,466
Event expenses	4,094	2,096
Professional fees	3,657	2,452
Equipment	1,726	1,067
Fees re promoting Lewes Priory project	-	5,677
Publications	1,113	662
Education costs	1,645	936
Website costs	864	144
Travelling expenses	-	1,872
<b>Restricted</b>		
Professional and project management fees	12,159	11,188
Archaeological research fees	4,503	3,558
Fees re promoting Lewes Priory project	-	2,256
Publications	1,165	-
Advertising	1,098	-
Event expenses	407	2,049
Travelling expenses	71	-
Education expenses	856	2,687
Equipment	2,647	673
Monument repair	-	6,257
Display models and materials	7,489	2,756
Miscellaneous expenses	15	-
	<u>60,532</u>	<u>53,717</u>

**LEWES PRIORY TRUST**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**7 Support costs**

	2016 £	2015 £
Other costs relating to support costs comprise:		
<b>Unrestricted</b>		
Printing, postage and artwork	787	11
Miscellaneous expenses	23	52
Insurance	1,009	988
<b>Restricted</b>		
Printing, postage and artwork	131	711
	<u>1,950</u>	<u>1,762</u>

**8 Governance costs**

	2016 £	2015 £
Other governance costs comprise:		
AGM expenses	474	509
Officers' insurance	226	226
Accountancy fees	1,080	1,026
	<u>1,780</u>	<u>1,761</u>

**9 Trustees**

None of the Trustees (or any persons connected with them) received any remuneration during the year. Four trustees were reimbursed for expenses incurred amounting to £281 (2015 four were reimbursed £891).

The charity has paid £226 (2015 £226) in respect of trustees and officers' insurance.

**10 Employees**

There were no employees during the year.

**LEWES PRIORY TRUST**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2016**

<b>11 Debtors</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Other debtors	-	11,306
Prepayments and accrued income	-	1,235
	<u>-</u>	<u>12,541</u>
	<u>-</u>	<u>12,541</u>

<b>12 Creditors: amounts falling due within one year</b>	<b>2016</b>	<b>2015</b>
	<b>£</b>	<b>£</b>
Other creditors	4,888	-
Accruals	1,080	1,026
	<u>5,968</u>	<u>1,026</u>
	<u>5,968</u>	<u>1,026</u>

**13 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	<b>Balance at 1</b>	<b>Movement in funds</b>			<b>Balance at 31</b>
	<b>April 2015</b>	<b>Incoming</b>	<b>Resources</b>	<b>Transfers</b>	<b>March 2016</b>
	<b>£</b>	<b>resources</b>	<b>expended</b>	<b>£</b>	<b>£</b>
Putting Lewes Priory on the Map	37,308	311	(27,237)	-	10,382
Banner project	750	-	(500)	-	250
Feasting, Fighting and Freedom	1,108	-	(2,733)	1,625	-
Grant for travel to France	40	-	(71)	31	-
	<u>39,206</u>	<u>311</u>	<u>(30,541)</u>	<u>1,656</u>	<u>10,632</u>
	<u>39,206</u>	<u>311</u>	<u>(30,541)</u>	<u>1,656</u>	<u>10,632</u>

The Putting Lewes Priory on the Map fund consists of a Heritage Lottery Fund grant and a donation towards a range of activities and resources to promote Lewes Priory, including additional archaeological work, developing the visitor experience and the creation of a Priory model for teaching purposes. Work has been continuing on the project during the year and the project is due to be completed early in this current year. The final 10% tranche of the grant will be claimed in the next year.

**LEWES PRIORY TRUST**  
**(LIMITED BY GUARANTEE)**  
**NOTES TO THE ACCOUNTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2016**

**13 Restricted funds**

**(Continued)**

The banner project fund represents a grant from Lewes Town Council towards the cost of an embroidered banner to be prepared by VI members. The work on this project is now 50% completed.

The Feasting, Fighting and Freedom fund represents a Heritage Lottery grant for the provision of workshops on the Battle of Lewes for local schools. This project was completed during the year

The grant for travel fund is a grant from Brighton and Hove City Council towards the cost of a trip to France to develop the education project. This project has now been completed.

The transfers from the general funds during the year represent costs on the projects financed out of general funds.

**14 Analysis of net assets between funds**

	<b>Unrestricted funds</b>	<b>Restricted funds</b>	<b>Total</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Fund balances at 31 March 2016 are represented by:			
Current assets	19,834	10,632	<b>30,466</b>
Creditors: amounts falling due within one year	(5,968)	-	<b>(5,968)</b>
	<u>13,866</u>	<u>10,632</u>	<u><b>24,498</b></u>