


## ANNUAL REPORT AND ACCOUNTS 2017-18




### The Kitchen Garden

**S**ome of the food needed by the monks, their servants and visitors was grown within the Priory grounds. This kitchen garden includes examples of vegetables that were commonly cultivated when the monks lived at the Priory.

Many of the vegetables that are eaten today were not available in medieval England, most notably potatoes, which did not arrive until the 1580s.

The kitchen garden provided vegetables for a thick, commonly-eaten stew called pottage. Leeks, onions and garlic were added for flavour. Fruit trees and herbs were also grown within the Priory walls.

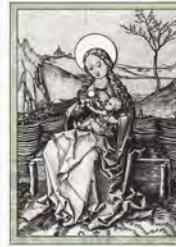
Food grown on the site was supplemented by abundant produce from the extensive farmland owned by the Priory in Sussex and beyond, making the Priory virtually self-sufficient.



Harvesting acorns for winter feed, logging, killing pigs, feasting  
 November December January  
 February March April  
 May June July  
 August September October  
 Threshing, reaping and pressing grapes, making wine


#### The Labours of the Months

The tasks carried out in the kitchen garden and on the farms changed with the seasons of the year. In medieval times these tasks were known as The Labours of the Months and were the subject of lavish illustrations in religious books. The cycle of work would begin again each year and confirmed people's belief that all of life and nature was ordered by God.




**The Turf Bench**  
 Outside the kitchen garden is a turf bench. The seat is planted with sweet smelling herbs. Turf benches are often shown in medieval manuscripts and tapestries with the Virgin Mary seated amongst the herbs.

PLEASE FEEL FREE TO SIT ON THE BENCH AND ENJOY THE AROMAS.



Scan this code for more information




**The Wattle Fence**  
 The kitchen garden is enclosed by a wattle fence which was woven by hand using thin willow branches.

*'Servants did most of the hard manual work. There were twice as many servants as monks at the Priory.'*

**Farms and estates under Priory control**

In medieval times people believed that the prayers of monks would hasten their journey to heaven when they died.

For this reason wealthy benefactors gave property to the Priory, including farmland, estates and vineyards. In this way the Priory became the richest monastery in Sussex with much of the wealth coming from selling the produce of these estates.



ENGLISH CHANNEL

**Charity Registration No. 1123751**

**Company Registration No. 6493711 (England and Wales)**

**LEWES PRIORY TRUST**  
**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2018**

# LEWES PRIORY TRUST

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Paul Benjamin Arthur Franklin Sy Morse-Brown Andrew Norris Graham Willsher
<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 2NN
<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 4TA

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# LEWES PRIORY TRUST

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# **LEWES PRIORY TRUST**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

### **FOR THE YEAR ENDED 31 MARCH 2018**

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The Trustees present their report and financial statements for the year ended 31 March 2018.

The accounts have been prepared in accordance with the accounting policies set out in note 1 to the accounts and comply with the charity's Memorandum and Articles of Association under which it is governed, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016).

#### **Objectives and activities**

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.

#### **Achievements and performance**

##### **Overview**

The major undertakings this year have been the three projects detailed below and the continued links with other UK Cluniac sites and the European Federation.

##### **Priory site**

Priory Park continues to be maintained to a high standard thanks to the on-going work of Barcombe Landscapes Ltd. The Trustees have recently taken the decision, in line with local authority policy, to discontinue the use of toxic herbicides on the site. Weed growth is now being dealt with by an accredited contractor using the Foamstream system.

##### **Events**

The Trust organised or attended some 20 events in the year to March 2018 many of which have been at Priory Park.

In September, as part of the Heritage Open Days initiative, the Trust was able once again to put on the highly successful Priory by Candlelight evening. Despite generous financial help from the town Council, the huge commitment needed to organise the event will make it difficult to repeat without significant additional volunteer help. Arthur Franklin again led a guided walk around Lewes following the Priory History Trail which was well attended.

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.

##### **Education**

With the completion of our major grant aided projects, fewer school visits were arranged this year. In June there was a visit to Priory Park by St Andrews Prep School, Eastbourne. The contribution of our Education and Access managers to the projects reviewed below has been much appreciated.

# LEWES PRIORY TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

**FOR THE YEAR ENDED 31 MARCH 2018**

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### Projects

#### Priory Stones Research Project

Under the leadership of Paul Benjamin with invaluable support from Andy Gammon the cataloguing of stones associated with the Priory has continued. Stones from Southover Manor, now in a garden in Uckfield, have also been recorded as well as details of the priory stones built into the Prospect Tower. Students of the U3A Geology Programme have been recording the stones on site in Priory Park under the guidance of the geologist Christine Roach.

#### Lavatorium Project

Following a site visit last year, Paul Benjamin made a successful application to Historic England for their Imaging Research Group to carry out a 3D laser scan of the tunnel and chamber associated with the lavatorium on the north priory site. This is a unique opportunity to record the structure and will assist future research immeasurably. It is due to be carried out on 12 & 13 June 2018. The Trust is extremely grateful to the owners of the north site for permission for this work to proceed.

#### Community Medieval Garden

Following our very successful fundraising, construction of the garden by volunteers with specialist assistance proceeded under the direction of Tracy Anderson. The official launch took place on 24 June 2017 attended by the Deputy Mayor with activities and demonstrations. A programme of school events with the title 'Peas be with you' was organised by Helen Chiasson and Kate Hickmott. An application for continued development funding was drawn up by Tracy Anderson and resulted in a grant of £5,000 from the Chalk Cliff Trust to whom we are extremely grateful. This has enabled a two-year programme to be started under the direction of Sarah Rideout who has extensive experience in community garden projects.

#### Lewes Breviary

The collaboration with the Brighton Early Music Festival (BREMFF) Community Choir directed by Andrew Robinson has continued. They held a most successful performance of Lewes Breviary music in the Cluniac Church of La Charité-sur-Loire in July last year. The concert in Priory School Chapel in November was a great success and music workshops in three local schools are yet to be organised. The educational film by Adliberate Video Production about the project and the music is due to be finished shortly. The result will be a wonderful record of the music sung in Lewes Priory over 500 years ago.

### National & International Links

#### UK Cluniac Forum

A successful fourth annual conference was held in October when delegates from across the country came to Lewes. The Trust is continuing to coordinate the development of and fundraising for the UK Group and the 2018 conference will be held in Reading at the conclusion of the Reading Abbey Quarter project.

#### FESC UK Visit

The European Federation of Cluniac Sites organised a members trip to the UK in September which came to Lewes where the Trust put together a day of presentations, music and site visits with a buffet lunch in St John the Baptist Church Southover. Lewes Town Council gave financial support and held a reception in the evening for the 40 Federation guests. The day ended with a roast beef dinner in the John Harvey Tavern. The group, who were most appreciative of the hospitality, then went on to visit London, Stratford and Dudley.

### Herb Garden

The garden continues to flourish. Tracy Anderson has again coordinated maintenance and development by our dedicated volunteers under the leadership of Sue Fitzsimmons. The stone tablet kindly donated by Colin & Judy Brent has been installed with an appropriate explanatory plaque.

### Lewes Priory Research Group

The trust is grateful for the support of the Research Group on whose wide knowledge it continues to rely.

# LEWES PRIORY TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

**FOR THE YEAR ENDED 31 MARCH 2018**

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### **Emil Godfrey Memorial Lecture**

This event continues to be a highlight in our calendar. There have been 35 lectures including Emil Godfrey's first in 1982 and we have been privileged to hear some distinguished speakers. We have yet to find someone for 2019 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**

Our publications including free information leaflets continue to be organised by Helen Chiasson who ensures stocks are maintained at the Lewes Tourist Information Centre and Anne of Cleves Museum.

### **Membership**

We are grateful to Andrew Norris in his role as Membership Secretary. Membership has remained steady in the last twelve months. 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.

### **Financial review**

The charity received during the year a grant of £7,227 from Lewes Town Council and £3,000 from Tesco Bags of Help for the kitchen garden project. This project, together with the Breviary project have been progressed successfully in the year and are still currently in progress.

The results of the year have left unrestricted funds of £21,953 and restricted funds of £10,180.

### **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 kitchen garden project supported by the Lewes Town Council 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.

### **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:

Paul Benjamin  
Arthur Franklin  
Sy Morse-Brown  
Andrew Norris  
Graham Willsher

# LEWES PRIORY TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

**FOR THE YEAR ENDED 31 MARCH 2018**

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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.

During the year two new members were co-opted to the Trust's governing body: Ruth O'Keeffe, local councillor and long time supporter of the Trust, and Tony Freeman, formerly a trustee between 2008 & 2011 and for many years the Trust's representative to the European Federation. The following also served the Trust during the year.

Helen Chiasson and Kate Hickmott as Education & Community Access Managers. Simon Stevens co-opted to the governing body in 2016.

The Trustees appreciate the financial support of the Town Council, the continuing help and advice of the Town Clerk and the attendance of Councillors Ruth O'Keeffe & Susan Murray at Trust meetings as Council representatives.

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.

The Trustees' report was approved by the Board of Trustees.



Trustee

Dated: 8/5/18



# LEWES PRIORY TRUST

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF LEWES PRIORY TRUST

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We report to the Trustees on our examination of the financial statements of Lewes Priory Trust (the charity) for the year ended 31 March 2018.

### Responsibilities and basis of report

As the Trustees of the charity (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 (the 2006 Act).

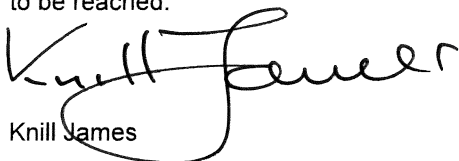
Having satisfied ourselves that the financial statements of the charity are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, we report in respect of our examination of the charity's financial statements carried out under section 145 of the Charities Act 2011 (the 2011 Act). In carrying out our examination we have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

We have completed our examination. We confirm that no matters have come to our attention in connection with the examination giving us cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
- 2 the financial statements do not accord with those records; or
- 3 the financial statements 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 financial statements 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).

We 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 financial statements to be reached.



Knill James

Chartered Accountants  
One Bell Lane  
Lewes  
East Sussex  
BN7 1JU

Dated: 11th May 2018

# LEWES PRIORY TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2018

	Notes	Unrestricted funds £	Restricted funds £	Total 2018 £	Total 2017 £
<b><u>Income from:</u></b>					
Donations and legacies	2	13,602	10,614	24,216	39,557
Charitable activities	3	933	-	933	3,145
Other trading activities	4	2,245	-	2,245	4,242
Investments	5	12	-	12	82
<b>Total income</b>		<b>16,792</b>	<b>10,614</b>	<b>27,406</b>	<b>47,026</b>
<b><u>Expenditure on:</u></b>					
Raising funds	6	2,038	-	2,038	2,669
Charitable activities	7	10,795	14,065	24,860	37,230
<b>Total resources expended</b>		<b>12,833</b>	<b>14,065</b>	<b>26,898</b>	<b>39,899</b>
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>3,959</b>	<b>(3,451)</b>	<b>508</b>	<b>7,127</b>
Fund balances at 1 April 2017		17,994	13,631	31,625	24,498
<b>Fund balances at 31 March 2018</b>		<b>21,953</b>	<b>10,180</b>	<b>32,133</b>	<b>31,625</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

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

# LEWES PRIORY TRUST

## BALANCE SHEET

AS AT 31 MARCH 2018

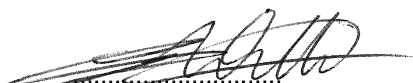
	Notes	2018 £	£	2017 £	£
<b>Current assets</b>					
Stocks	12	3,474		2,832	
Debtors	13	1,417		1,373	
Cash at bank and in hand		28,364		28,806	
		<u>33,255</u>		<u>33,011</u>	
<b>Creditors: amounts falling due within one year</b>	14	(1,122)		(1,386)	
Net current assets			<u>32,133</u>		<u>31,625</u>
<b>Income funds</b>					
Restricted funds	15		10,180		13,631
Unrestricted funds			21,953		17,994
			<u>32,133</u>		<u>31,625</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 2018. No member of the company has deposited a notice, pursuant to section 476, requiring an audit of these financial statements.

The Trustees acknowledge their responsibilities for ensuring that the charity keeps accounting records which comply with section 386 of the Act and for preparing financial statements 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 financial statements, so far as applicable to the company.

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

The financial statements were approved by the Trustees on ..... 8/5/18 .....



Trustee - GRAHAM WILLSON TREASURER

Company Registration No. 6493711

# LEWES PRIORY TRUST

## NOTES TO THE FINANCIAL STATEMENTS

**FOR THE YEAR ENDED 31 MARCH 2018**

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### **1 Accounting policies**

#### **Charity information**

Lewes Priory Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is Trinity House, School Hill, Lewes, East Sussex, BN7 2NN.

#### **1.1 Accounting convention**

The accounts have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "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)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### **1.2 Going concern**

At the time of approving the financial statements, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### **1.3 Charitable funds**

Unrestricted funds are available for use at the discretion of the Trustees in furtherance of their charitable objectives unless the funds have been designated for other purposes.

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.

#### **1.4 Incoming resources**

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Grant income is recognised when the formal offer of funding has been received subject to any performance conditions having been met.

# LEWES PRIORY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

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### 1 Accounting policies

(Continued)

#### 1.5 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.

#### 1.6 Stocks

Stocks are stated at the lower of cost and net realisable value.

#### 1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts.

#### 1.8 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised..

#### 1.9 Debtors

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

#### 1.10 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.

# LEWES PRIORY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

### 2 Donations and legacies

	Unrestricted funds	Restricted funds	Total 2018	Total 2017
	£	£	£	£
Donations and gifts	363	387	750	1,566
Grants receivable	13,239	10,227	23,466	37,991
	<u>13,602</u>	<u>10,614</u>	<u>24,216</u>	<u>39,557</u>
<b>For the year ended 31 March 2017</b>	<u>12,581</u>	<u>26,976</u>		<u>39,557</u>
<b>Grants receivable for core activities</b>				
Lewes Town Council	12,489	7,227	19,716	13,311
Sussex Community Forum	-	-	-	1,000
Tesco Bags of Help	-	3,000	3,000	9,000
Chalk Cliff Trust	-	-	-	5,000
Heritage Lottery fund	-	-	-	9,680
Lewes Town Council towards hosting of events	750	-	750	-
	<u>13,239</u>	<u>10,227</u>	<u>23,466</u>	<u>37,991</u>

### 3 Charitable activities

	Tours and Subscriptions open days		Total 2018	Total 2017
	£	£	£	£
Income from members and visitors	<u>285</u>	<u>648</u>	<u>933</u>	<u>3,145</u>
<b>For the year ended 31 March 2017</b>				
Unrestricted funds	<u>1,906</u>	<u>1,239</u>		<u>3,145</u>

# LEWES PRIORY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

### 4 Other trading activities

	2018	2017
	£	£
Publications	168	413
Fundraising events	2,077	3,829
	<u>          </u>	<u>          </u>
Other trading activities	2,245	4,242
	<u>          </u>	<u>          </u>
<b>For the year ended 31 March 2017</b>		
Unrestricted funds		4,242
		<u>          </u>

### 5 Investments

	2018	2017
	£	£
Interest receivable	12	82
	<u>          </u>	<u>          </u>
<b>For the year ended 31 March 2017</b>		
Unrestricted funds		82
		<u>          </u>

### 6 Raising funds

	2018	2017
	£	£
<u>Fundraising and publicity</u>		
Staging fundraising events	2,038	2,669
	<u>          </u>	<u>          </u>
	2,038	2,669
	<u>          </u>	<u>          </u>
<b>For the year ended 31 March 2017</b>		
Unrestricted funds		2,669
		<u>          </u>

# LEWES PRIORY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

### 7 Charitable activities

	2018 £	2017 £
Maintenance of priory	6,498	6,232
Cluniac sites membership	134	-
Project management fees	-	7,581
Event expenses	2,052	1,371
Equipment	-	1,787
Publications	(642)	775
Education costs	260	3,894
Website costs	472	173
Display models and materials	-	7,514
Kitchen garden	10,286	3,915
Breviary project	2,487	-
	<u>21,547</u>	<u>33,242</u>
Share of support costs (see note 8)	2,191	2,602
Share of governance costs (see note 8)	1,122	1,386
	<u>24,860</u>	<u>37,230</u>
<b>Analysis by fund</b>		
Unrestricted funds	10,795	
Restricted funds	14,065	
	<u>24,860</u>	
<b>For the year ended 31 March 2017</b>		
Unrestricted funds		13,253
Restricted funds		23,977
		<u>37,230</u>



# LEWES PRIORY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2018

### 8 Support costs

	Support costs	Governance costs	2018	2017
	£	£	£	£
Miscellaneous expenses	218	-	218	225
Insurance	1,134	-	1,134	1,090
AGM expenses	540	-	540	1,024
Officers insurance	239	-	239	238
Bank charges	60	-	60	25
Independent exam fee	-	1,122	1,122	1,386
	<u>2,191</u>	<u>1,122</u>	<u>3,313</u>	<u>3,988</u>
Analysed to:				
Charitable activities	<u>2,191</u>	<u>1,122</u>	<u>3,313</u>	<u>3,988</u>

### 9 Trustees

None of the Trustees (or any persons connected with them) received any remuneration during the year. Two Trustees were reimbursed for expenses incurred amounting to £205 (2017 - £nil).

The charity has paid £239 (2017 - £238) in respect of trustees and officers' insurance.

### 10 Employees

There were no employees during the year.

11 Financial instruments	2018	2017
	£	£
<b>Carrying amount of financial liabilities</b>		
Measured at amortised cost	<u>1,122</u>	<u>1,386</u>

12 Stocks	2018	2017
	£	£
Finished goods and goods for resale	<u>3,474</u>	<u>2,832</u>

# LEWES PRIORY TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2018

### 13 Debtors

	2018 £	2017 £
<b>Amounts falling due within one year:</b>		
Prepayments and accrued income	1,417	1,373

### 14 Creditors: amounts falling due within one year

	2018 £	2017 £
Accruals and deferred income	1,122	1,386

### 15 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:

	Balance at 1 April 2017 £	Movement in funds Incoming resources £	Resources expended £	Balance at 31 March 2018 £
Banner project	250	-	-	250
Kitchen garden project	8,381	10,614	(11,327)	7,668
Breviary project	5,000	-	(2,738)	2,262
	13,631	10,614	(14,065)	10,180

The Banner project fund represents a grant from Lewes Town Council towards the cost of an embroidered banner to be prepared by VI members. This project is still in progress.

The Kitchen garden project represents funds raised for the creation of a community medieval garden. The project is now well under way and the garden is now officially open but work on the project is continuing.

The Breviary project represents funds raised to research and perform the liturgical music of Lewes Priory.

### 16 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Fund balances at 31 March 2018 are represented by:			
Current assets/(liabilities)	21,953	10,180	32,133
	21,953	10,180	32,133

### 17 Related party transactions

There were no disclosable related party transactions during the year (2017 - none).