



Accountancy Solutions

The Sand House Charity

Financial statements for the
Year ended 31st March 2019

Charity number: 1171875

Charitable Incorporated Organisation
Registered England and Wales

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The Sand House Charity
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for the period ended 31st March 2019

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The Sand House Charity
Administrative details
for the period ended 31st March 2019

Registered Charity number	1171875
Date of registration	2 nd March 2017
Trustees and Management Committee	Richard Nigel Bell Philip Crawley Mandy Keating Mary Swinden Richard F Young - Until 4th April 2018
Administrative address	7 Ayots Green Dunscroft Doncaster DN7 4HG
Bankers	NatWest Bank Plc 12 High Street Doncaster DN1 1ED
Independent Examiner	Heera Singh FMAAT HSL Accountancy Solutions Ltd Enterprise House 61a Carr House Doncaster DN1 2BY

Governing document

The organisation is operated under the rules of its constitution which was adopted on 2nd March 2017.

Organisational structure and management

The Sand House Charity operates as a Charitable Incorporated Organisation (CIO), registered on 2nd March 2017 with the Charity Commission. The organisation is governed by the Trustees, who determine strategic direction and policy. The day to day operation is also carried out by the Trustees.

Appointment of trustees

Apart from the first charity trustees, every trustee must be appointed for a term of three years by a resolution passed at a properly convened meeting of the charity trustees.

Other governance issues

A Financial Policy and Procedures document was formally approved at a meeting of trustees held on 15 June 2017.

A Health and Safety Policy document was issued on 7 November 2017.

A Privacy Statement was issued on 20 May 2018.

Policies for Safeguarding Children and Vulnerable Adults were issued on 28 May 2018.

The policies are to be reviewed by the trustees during the 2019/20 year.

In October 2018 the trustees invited Mr Matthew Schellhorn to become the first Patron of The Sand House Charity. Matthew accepted the invitation. His appointment was formally confirmed in a letter dated 20 November 2018.

A Memorandum of Understanding between The Sand House Charity and Doncaster Metropolitan Borough Council, in relation to the charity's involvement in Doncaster's new museum (opening 2020), was under development, but not finalised, during the period covered by this report.

The initial period of appointment of trustees Philip Crawley and Richard Young expired on 2 March 2019. Each person expressed a wish to continue to serve as a trustee and their re-appointment (for a period of three years) was confirmed at the next trustees' meeting, held on 28 March 2019.

Objectives and activities

To advance the education of the public in history, art, sculpture and other related subjects having a link to the former Victorian Sand House of Doncaster.

Main activities and Public benefit

In planning and undertaking our activities during this period the trustees had due regard to the guidance issued by the Charity Commission on public benefit.

In summary, the following activities took place for the public benefit.

- 15 illustrated talks
- 5 performances of "Sand House" stage play
- 8-week exhibition
- 4 oral history workshops with seniors
- 4 literary workshops for schools
- 8 days of sand modelling sessions
- 2 local history fairs
- 2 guided walks
- 4 drama / acting workshops
- 1 open rehearsal
- 1 documentary video
- Partnering with Doncaster College
- 1 performance of "Sand House Rocks!" fundraiser
- 1 fundraising piano recital.
- 2 Sand House songs

Activities and achievements

During the period covered by this report, 15 illustrated talks about The Sand House were delivered to groups throughout South Yorkshire and Lincolnshire. The aggregate audience for these talks was 442 people.

A brand new stage play, "Sand House" was written by playwright Peter Spafford and was performed 5 times at Cast theatre, Doncaster. The play brought new people to the subject of the Sand House, as well as new audience members to Cast. It also enabled the charity to introduce itself to several VIPs who attended the opening night, including Ed Miliband MP, Dame Rosie Winterton MP and Ros Jones, Elected Mayor of Doncaster. Feedback about the play was excellent. We thank Arts Council England, National Lottery heritage Fund and other organisations for their financial support of the play and many of its wraparound activities (see below).

Over an 8-week period, spanning the time when the play was on stage, the charity displayed an exhibition in the foyer of Cast. This attracted interest from not only those who saw the play, but many other visitors to the building.

Playwright Peter Spafford led 4 workshops centred upon the Sand House story, with classes of youngsters at local primary schools. He also led a further 4 workshops with senior citizens at day centres, and similar venues, using the latter to prompt memories of the Sand House locality, for inclusion in the play.

With funding from the Heritage Lottery Fund (now named the National Lottery Heritage Fund) the charity equipped itself with everything needed to run its own pop-up sand modelling sessions. Following a training session with professional sand artist Jamie Wardley, of Sand In Your Eye, the charity's volunteers ran 5 days of workshops to coincide with the performance of the play. These took place in the Central Children's Library. We returned to the same venue during February half-term to run a further 3 days of workshops. These sessions are an excellent way for both children and their parents to engage with the Sand House story, while also having fun modelling sand.

The charity was present at both the Doncaster & District Heritage Association's Local History Fair, in April, and the Doncaster & District Family History Society Family History Fair in October. In each case, the educational aim of the charity was furthered through display materials and engaging in conversation with dozens of attendees.

Two guided walks took place in May, where 40 visitors were led around the locality of the former Sand House. The development of the house and its tunnels was explained, including with the use of diagrams and old photographs, as visual aids.

The Sand House play's director, Olwen May, led 4 workshops with local amateur dramatics groups. These were aimed at providing new skills for the group members, while promoting the play and the wider subject of the Sand House. During the rehearsal period for the play, members of the amateur groups were invited along to one session, so that they could observe a professional rehearsal of "Sand House" taking place.

The project centred upon the Sand House play was the subject of a short documentary video, by Aberration Films. The video covered all the wraparound activities, as well as focussing on the play. It was made available via the charity's website and Facebook page soon after completion and remains online, attracting many viewers.

In January 2019 the charity re-established contact with Doncaster College after a one-and-a-half year gap. Once again, the link-up was with students on the college's Computer Games Development course. This time, a project was launched to create virtual reality models of a number of locations around the Sand House complex. The project's aim was to produce output of sufficient quality to be used as part of the Sand House display in Doncaster's new museum (opening in 2020). Progress on this project will be reported upon in next year's report.

As well as the grant applications to secure funding for the play project, the charity organised a fundraising event. It was based upon the musical events that were regularly held at the Sand House during the late 19th century and was named "Sand House Rocks!". The Sand House Charity partnered with another local charity, Doncaster Youth Jazz Association, to stage a joint event in May 2018. By interspersing the music with elements of the Sand House story, told through spoken word and projected images, the audience learned about the subject as well as being entertained. The event was very well received, with excellent feedback coming from audience members and participants alike. Through ticket sales, a raffle and donations for refreshments, the event made a profit of almost £500.

Later in the year, in October, long-time supporter of the charity, Matthew Schellhorn (concert pianist) gave his time freely to perform a piano recital on behalf of the charity. The event was held in the splendid surroundings of the ballroom in Doncaster Mansion House.

Activities and achievements (Continued)

As with "Sand House Rocks!", the opportunity was taken to advance the aim of the charity, both by displaying information about the Sand House at the event and through an opening speech by the charity's Chairman.

Following the success of the Mansion House event and subsequent discussions by the trustees, Matthew was formally invited to become The Sand House Charity's first Patron. This role he graciously accepted in November 2018.

During the period covered by this report, local poet, Ian Parks, and singer / songwriter, Mick Jenkinson, wrote two songs about the Sand House. They had been working on a project entitled "Songs Of Our Town" for over a year, so these songs were a natural progression. A donor then funded the professional recording of the two songs, making them available on a CD. The entire income from selling the CDs goes to the charity.

Following the resignation of one of the charity's original trustees in late 2017/18, followed by a second resignation (Mary Swinden) in April 2018, the remaining board members sought to attract new trustees during 2018/19. This resulted in inviting long-time supporter, Sandy Jessop, to become a trustee. Sandy's formal appointment took place just one week after the period covered by this report.

The trustees wish to express their sincere thanks to all the donors, volunteers and other supporters who have made 2018/19 such a successful year for the charity.

Reserves policy

The Sand House Charity aims to hold the equivalent of at least three months' running costs in reserve at all times. In practice, the charity has very few unavoidable costs, with insurance, accountancy services and web hosting being the major ones.

Financial review

The charity's principal sources of Unrestricted funds are donations by:

- groups receiving illustrated talks
- individuals attending illustrated talks
- individuals attending guided walks.

In addition, a third party who sells merchandise relating to the Sand House donates the profits from all those sales. Also during 2018/19, the charity benefitted from the fundraising piano recital by Matthew Schellhorn.

Other funding received during this year related to the Sand House play project, as follows:

- Grants to top up funding which was received during 2017/18.
- Crowdfunding
- "Sand House Rocks!" fundraiser
- Ticket sales at Cast theatre.

Future plans

The charity can continue its routine educational work of providing illustrated talks, guided walks, school visits and attendance at history fairs while incurring very little cost. It is envisaged that larger, project-type work will be funded by grants and our own fundraising activities. In simple terms, beyond the routine work, our activities will be determined by the level of funding that we can secure.

Statement of trustees' responsibilities

Charity law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity at the year end and of its incoming resources and resources expended during that year. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP; where applicable
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011.

They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees declare that they have approved the above report. Signed on behalf of the trustees

Signed:



Date: 18th June 2019

Name and position: Richard Nigel Bell

Chairman of Trustees.

**Independent examiners report to the trustees of
The Sand House Charity
for the period ended 31st March 2019**

I report on the accounts of the charity for the year ended 31 March 2019 which are set out on pages 7 to 8.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's 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.

It is my responsibility to:

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


Basis of independent examiner's report

My 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 my examination, no matter has come to my attention:

- 1 which gives me reasonable cause to believe that, in any material respect, the requirements:
 - to keep accounting records in accordance with section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act have not been met; or
- 2 to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.


Mr Heera Singh FMAAT
HSL Accountancy Solutions Ltd
Enterprise House
61a Carr House
Doncaster
DN1 2BY

Date: 14th August 2019

The Sand House Charity
Receipts and Payments Account
for the period ended 31st March 2019

	General Funds	Restricted Funds	Total 2019	Total 2018
	£	£	£	£
Receipts				
Grants		15,479	15,479	18,342
Donations	989	433	1,422	11,070
Fundraising	1,293	6,226	7,519	0
Other	29		29	0
Total receipts	2,311	22,138	24,449	29,412
Payments				
Advertising		472	472	0
Equipment, materials and costumes	154	4,438	4,592	0
General project costs	618	29,348	29,965	3,954
Insurances	400		400	584
Loan repayment		7,807	7,807	0
Professional fees	350		350	0
Room hire and refreshments	245	805	1,049	0
Travel and accommodation expenses	75	3,214	3,289	0
Volunteer expenses	37	327	364	144
Total payments	1,878	46,410	48,289	4,682
Net payments/receipts	433	-24,272	-23,840	24,730
Balance brought forward at 1st April 2018	458	24,272	24,730	0
Balance carried forward at 31st March 2019	890	0	890	24,730

The Sand House Charity
Statement of Assets and Liabilities
for the period ended 31st March 2019

	General Fund	Restricted Fund	Total 31/03/2019	Total 31/03/2018
	£	£	£	£
Monetary assets				
Cash at the bank	890		890	24,730
Fixed assets for charity use				
Equipment	4,500	0	4,500	0
Creditors				
Accountancy fees	400	0	400	350

The financial statements on pages 6 and 7 were approved by the Trustees and signed on their behalf by:

Signed:



Date: 7 AUGUST 2019

Name and position: Richard Nigel Bell

Chairman of Trustees

1 Accounting policies

1.1 Basis of preparation

These financial statements have been prepared under the historical cost basis and in accordance with the Charities Act 2011 and related Regulations.

As the charity's level of income is below £250,000 the management Trustees have opted for the accounts to be prepared in a receipts and payment basis. This is in accordance with the Charity Commission guidelines for small charities and is seen as more appropriate for this project.

1.2 Fund Accounting

Incoming resources that may be applied for the charities general purposes are treated as unrestricted incoming resources and are credited to the unrestricted fund.

Where a donation or grant is required to be used for a specific purpose, the amount concerned is treated as restricted income and is credited to the appropriate restricted fund.

2 Grants and donations

	General Fund	Restricted Fund	Total Funds
	£	£	£
Arts Council England		11,741	11,741
The Brelms Trust CIO		3,738	3,738
Donations – Play Project		433	433
Donations – General	989		989
	<u>989</u>	<u>15,912</u>	<u>16,901</u>

3 Movement of funds

	Balance at 01/04/2018	Incoming Resources	Expended Resources	Balance at 31/03/2019
	£	£	£	£
Unrestricted funds				
General funds	<u>458</u>	<u>2,311</u>	<u>-1,878</u>	<u>890</u>
Restricted funds				
Arts Council England	7,538	11,741	-19,279	0
The Brelms Trust CIO	0	3,738	-3,738	0
Donations – Play Project	10,200	433	-10,633	0
Doncaster and District Heritage Association	200	0	-200	0
Doncaster Civic Trust	500	0	-500	0
Grant from Liz & Terry Bramall Foundation	1,000	0	-1,000	0
Heritage Lottery Fund	3,834	0	-3,834	0
The Freshgate Trust Foundation	1,000	0	-1,000	0
	<u>24,730</u>	<u>18,223</u>	<u>-42,062</u>	<u>890</u>

*The restricted funds were all contributions towards the Play Project.

4 Trustees remuneration, benefits and expenses

There were no trustees' remuneration in the period of these accounts.