

Friends of Doncaster Mansion House

Charity Number: 1171398

Trustees' Annual Report & Financial Statements for the Period 1 April 2020 to 31 March 2021

April 2021

Friends of Doncaster Mansion House Trustees' Annual Report & Financial Statements for the Financial Period from 1 April 2020 to 31st March 2021

Reference & Administration Details

Charity Details:

Number: 1171398

Address: No 6, Crossways South, Wheatley Hills, Doncaster, DN2 5SJ

Names of the Charity Trustees who manage the Charity

Name	Office
Colin Jeynes	Chair - elected as chair on October 2nd 2020
John Holmes	Vice Chair
Owen Evans	Secretary
Peter Brindley	
Frank Carpenter	
Miriam Clarke	
Marion Johns	
Bobbie Roberts	
Yvonne Woodcock	

Names & Addresses of Advisors

Bank: HSBC, High Street, Doncaster, DN1 1EE

Treasurer : John Weston – confirmed as treasurer by the Trustees on October 2nd 2020

Structure, Governance & Management

Type of Governing Document: Constitution

How the Charity is Constituted: Charitable Incorporated Organisation

Trustee Selection Methods: Election at Annual General Meeting

How New Trustees are Inducted and Trained: New trustees are given a copy of the Charity's constitution, previous minutes, reports and policies and given briefings by the current trustees

Objects

Summary of the Objects of the Charity as set out in its Governing Document

(1) The promotion for the public benefit of the conservation of Doncaster Mansion House and its associated artefacts

(2) To advance the education of the public in general (and particularly amongst young people) on the subject of the Doncaster Mansion House including by facilitating public use of the Doncaster Mansion House for education purposes and by promoting research for the public benefit in all aspects of the Doncaster Mansion House and publishing the useful results of that research.

(3) To advance the education of the public about the life and work of James Paine, the architect of Doncaster Mansion House.

Statutory Declaration on Public Benefit

The trustees declare that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

Executive Summary

In 2020 / 21 the work of the Friends has been greatly affected by the Covid-19 lockdown. The Mansion House has been closed to the public throughout the year. As a result the Friends haven't been able to provide guided tours or lunchtime talks for the public or local schools on Open Days and they haven't been able to stage any evening events at the Mansion House. It has not been possible to take the James Paine Travelling Exhibition to any of the libraries or other venues in the borough. The closure of the Archives, the Central Library and the local libraries have also restricted the research work of the volunteers. Financially, it is estimated that the Friends have lost about £800 in public donations as a result of the closure of the Mansion House.

However the Friends have continued to

- promote information about the Mansion House and James Paine to the public on the Friends' website and facebook page
- work on the preparation of a new Mansion House Brochure and the updating of the 2018 Mansion House leaflet
- research into the ' behind the scenes' history of the Mansion House over the centuries.
- research into the history of the site and the phased building of the Mansion House.
- research into the objects donated to the Mansion House by the captain of the HMS Andromeda
- At the end of the year the Friends had 41 members of whom 26 are volunteers.

Activities, Achievements & Performance

Conservation of the Mansion House and its associated artefacts

(a) despite the Covid lockout and the closure of the Mansion House, the Archives and the local libraries, the Friends have continued to update the Mansion House's contents inventories and identify key items in the collection in need of cleaning and conservation

Advancing education of the public and facilitating public use of the Mansion House promoting research

(b) during the Covid lockdown, the Friends have continued to promote the local and national significance of the Mansion House; the works of James Paine and the work of the Friends to the general public through their website and facebook page.

(c) the volunteers have continued with research into the domestic staff who worked at the Mansion House over the centuries. This will give a more rounded picture of the ' behind the scenes' history of the building.

(d) the volunteers have researched into objects from the HMS Andromeda which were donated to the Mansion House by the ship's captain (James Wetherall) after the Falklands War in 1982. The ship was adopted by the town in the early 1980s

(e) the volunteers have researched into the history of the site and phased building of the Mansion House.

(f) The volunteers continue to work on the design of a new Mansion House brochure and the updating of the 2018 Mansion House leaflet. They will be displayed on the Friends' website in due course.

Advancing education about James Paine

(g) during the lockdown it has not been possible to take the James Paine Travelling Exhibition to any of the libraries or other venues in the borough. But the James Paine Exhibition has been displayed on the Friends website.

(h) photographs of the contents of all three of James Paine's books of architectural engravings have been displayed on the Friends' website. Photographs of the conservation work on James Paine's 2nd book of architectural engravings are also displayed on the website.

At the end of the year the Friends had 41 members of whom 26 are volunteers.

Financial Review

Statement of the Charity's Policy on Reserves

The Trustees have determined to keep no less than £500 as a reserve fund.

Details of Any Funds Materially in Deficit

The Trustees declare that the charity had no funds which were materially in deficit at the date of the statement of assets & liabilities.

State of the Charity's Finances

The Covid lockdown has had a significantly impact our funds. We usually receive £800 per year in public donations on Open Days. The income from membership subscriptions is also less this year,

Restricted Funds

The current restricted funds are from the John and Ruth Howard Charitable Trust for a new Mansion House brochure; from the Civic Trust for a display case; from the Civic Trust to support school visits, and from donations to support the conservation of the first James Paine book.

Designated Funds

The Friend have designated £500 of their funds to support school visits.

Particulars of Any Outstanding Guarantee Given by the Charity

The Trustees declare that the charity has given no guarantee where potential liability is outstanding at the date of the statement of assets & liabilities.

Particulars of Any Outstanding Debt

The Trustees declare that the charity has no outstanding debts which are secured by an express charge on any of the assets of the charity at the date of the statement of assets & liabilities

Declaration

The Trustees declare that they have approved the above report and authorised that it be signed on their behalf.



Receipts and payments accounts

CC16a

For the period
from

To

Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £	Last year to the nearest £
A1 Receipts					
Subscriptions	165	-	-	165	188
Bucket donations	42	-	-	42	917
Grant Friends of Doncaster Museums	145	-	-	145	
Grant Civic Trust			-	-	
Donations for book purchase				-	
Symposium tickets				-	472
Receipts sale Country life		-	-	-	4
Other donations	78		-	78	40
Payment for talks				-	125
Miscellaneous income				-	
Gift Aid	283			283	341
<i>AR)</i>	713	-	-	713	1,946
A2 Asset and investment sales, (see table).					
<i>Sub total</i>					
<i>Total receipts</i>	713	-	-	713	1,946
A3 Payments					
Insurance general	276	-	-	276	276
Robert Baxter testimonial	290	-	-	290	
Web maintenance	87			87	87
Printing		-	-	-	
Subscriptions		-	-	-	10
Stationery		-	-	-	25
Room hire	20	-	-	20	
Events expenses				-	557
Photography	48			48	150
Travel				-	
Costume purchase				-	10
Sundries	30			30	
Speakers' expenses	50			50	100
Schools expenses				-	68
Thank you gift				-	25
<i>Sub total</i>	801	-	-	801	1,308
A4 Asset and investment purchases. (see table)					
<i>Sub total</i>					
<i>Total payments</i>	801	-	-	801	1,308
<i>Net of receipts/(payments)</i>	- 88	-	-	- 88	638
A5 Transfers between funds	-	-	-	-	
A6 Cash funds last year end	2,326	2,370	-	4,696	4,058
Cash funds this year end	2,238	2,370	-	4,608	4,696

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current account	2,126	2,370	-
	Cash	112	-	-
		-	-	-
	Total cash funds	2,238	2,370	-
(agree balances with receipts and payments account(s))				

		Unrestricted funds	Restricted funds	Endowment funds
	Details	to nearest £	to nearest £	to nearest £
B2 Other monetary assets			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	OWEN T. EVANS	OWEN T EVANS	03.09.2021	



Section A Independent Examiner's Report

**Report to the trustees/
members of**

Friends of Doncaster Mansion House

**On accounts for the year
ended**

31st March 2021

**Charity no
(if any)**

1171398

Formatted: Superscript

Set out on pages

**Respective
responsibilities of
trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

The charity's trustees consider that an audit is not required for this year under section 144 of the Act and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the applicable Directions given by the Charity Commission (under section 145(5)(b) of the Act, and
- to state whether particular matters have come to my attention

**Basis of independent
examiner's statement**

My examination was carried out in accordance with 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 the 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 material matters have come to my attention (~~other than that disclosed below.~~*) which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the Charities Act or
- the accounts do not accord with the accounting records

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in order to enable a proper understanding of the accounts to be reached.

* Please delete the words in the brackets if they do not apply.

Signed:

AW Theyers

Date:

07/05/2021

Name:

DAVID W. THEYERS

**Relevant professional
qualification(s) or body
(if any):**

CENG; MI Mech E.

Address:

Section B

Disclosure

Only complete if the examiner needs to highlight matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

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