

Friends of Doncaster Mansion House

Charity Number: 1171398

Trustees' Annual Report & Financial Statements for the Period 1 April 2023 to 31 March 2024

**Friends of Doncaster Mansion House
Trustees' Annual Report & Financial Statements
for the Financial Period from 1 April 2023 to 31st March
2024**

Reference & Administration Details

Charity Details:

Number: 1171398

Names of the Charity Trustees who manage the Charity

Name	Office
Bobbie Roberts	Chair from 01.04.23 until death 19.2.24
Marion Johns	
Miriam Clarke	
Yvonne Woodcock	
John Holmes	
Jackie Gladden	

Names & Addresses of Advisors

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

Treasurer: John Weston – appointed as treasurer by the Trustees on October 2nd, 2020, and confirmed at each subsequent AGM.

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.

Activities and Achievements

Governance

Sadly, our chair, Bobbie Roberts died in February this year. She had been active right up to her admission to hospital and had chaired a meeting on 31st January. She made a great contribution to the Friends, and her dedication and hard work will be greatly missed.

We were also very sorry to hear of the death of our previous chair Colin Jeynes in November 2023. Although Colin was no longer a trustee, he continued to serve as a volunteer guide and was a generous supporter of the Friends.

We ended the year with only five trustees but hope to recruit three more at our first meeting of the next financial year.

The membership as at the end of March 2024 stood at 36 members.

Local Authority

Representatives of the Friends have met on a regular basis with officers of the Local Authority.

We are grateful for their support in providing training for our volunteers, help with printing our leaflet, and particularly to Helen Foster for attending our volunteers'

meetings, keeping us up to date with developments and for her cheerful appreciation of the work of our volunteers.

Activities undertaken to fulfil our objects

(1) Conservation of the Mansion House and its associated artefacts

In our annual plan we determined to adopt at least one of the clocks in the Mansion House, and have it serviced so that visitors could be welcomed with a working clock telling the right time. We are grateful to David Varley for pointing us in the direction of the British Horological Institute where we found Ross Alcock MBHI. Following an exploratory visit, he gave us a quotation and the trustees decided to have two tavern clocks and one longcase clock serviced. A small adjustment is still needed on one to cope with the changing temperature, it is very welcoming to hear the clock chiming. We appreciate the help of Heritage Services in the process and for agreeing to resume weekly clock winding.

The Mansion House has two clocks by Benjamin Huntsman, the Epworth born clockmaker who invented the crucible steelmaking process, and we have started the process of seeking a grant to have one of them restored to working order.

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

We are delighted that the regular monthly Open Days have taken place, and our volunteers have enjoyed welcoming people to the Mansion House and sharing their knowledge of the wonderful building. A total of 1375 people visited the Mansion House, many telling us that they lived in Doncaster all their lives but had not yet been inside. The numbers do include the 508 who came through the doors on Steampunk Day, and whilst for some the main attractions offered were the pop-up café and a wonderful backdrop for photographs, the event helped to introduce the Mansion House to a whole new group of people.

The Friends were also pleased to carry out six tours for groups visiting the Mansion House, including a representative from the Sister Cities programme in Wilmington North Carolina, who was hoping to start a joint project with Doncaster.

We could not support the Open Days and tours without our team of volunteers, and we were very pleased to recruit a further 8. Nearly all have now completed the Safeguarding training provided by Doncaster Council. We have held two valuable volunteers' meetings where new ideas and suggestions for improvement are aired.

Prior to lockdown, the Friends had received a grant from the John and Ruth Howard Charitable trust to print a new guidebook to the Mansion House. During lockdown

considerable work had been carried out by Owen Evans, our former secretary, to pull together expert contributors to produce a digital version which was posted on the Friends' website. This year the trustees decided to use the funds to have the guidebook printed, but even in 3 years there were amendments to be made to include new events including the visit of the King and Queen, and corrections due to new research. All the contributors were therefore asked again to review a revised version, and the new guidebooks were printed in September. Complimentary copies are given to the volunteers and school groups, and are sold to the public via the Tourist Information Office and on Open Days. All profits are used by the Friends for their charitable purposes.

A new membership leaflet about the Friends was printed without charge by Doncaster Council print department, and we are very grateful for their help.

The November newsletter was produced, including articles about the Mansion House clocks, the Carmelite Priory and Frank Lockwood. The March edition was delayed due to illness but will go out in May 24.

At our AGM David Varley gave a fascinating talk to our members and members of the public about the development of clock making, and specifically about the clocks in the Mansion House.

The Friends are happy to give illustrated talks to outside groups about the Mansion House, and this year one was give to the Warmsworth Ladies.

The Friends continued to maintain an active Facebook page, and thanks are due to Miriam Clarke, who started the page and built it up to nearly 1000 followers. We were pleased to welcome back Frank Carpenter as a volunteer, and he now does the regular posting.

The Doncaster and District Heritage Association restarted its annual Heritage Day, in September and we were happy to take a stall to promote the Mansion House.

We are grateful to Ian Moore at 20-20 design for his help with our website. New articles have been added including one relating to the Carmelite Priory.

We support the Council in encouraging use of the Mansion House, and we were delighted when an event was held there in March, hosted by the Lord Lieutenant for South Yorkshire, at which members of the national Community and Voluntary Service Honours Committee gave presentations in order to encourage nominations from people in Doncaster and surrounding areas.

We hope that the very successful Afternoon teas which were held before Covid will be resumed in the near future.

(3) Advancing education about James Paine

The Friends' display about James Paine was displayed at Cusworth Hall and the Friends have maintained their website which contains a wealth of information about James Paine and photographs of all three of James Paine's books of architectural engravings.

Volunteer Hours

Our volunteers have put in considerable time in delivering the objectives of the Friends, both in the regular Open Days and private tours and in the special projects undertaken this year, particularly the publication of the new guidebook.

Open Days and private tours	470
Volunteer training and meetings	65
Christmas decorations	15
Trustee meetings and admin	130
Council Liaison	10
Research	110
Newsletter	40
Clocks	14
Facebook and publicity	40
Brochure research, editing, printing, distribution	130
Finance and governance	48
Total	1072

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 small but regular income from bucket collections at Open Days has now restarted, and there have also been some very welcome donations. We are very grateful to the Frenchgate Centre for their £300 donation towards the cost of transport for school visits. Expenditure has been greater since in addition to our basic expenses we have spent the restricted fund for the new guidebook, and have paid for the servicing and repair of three clocks.

Restricted Funds

The current restricted funds are a small remaining amount from the John and Ruth Howard Charitable Trust for a new Mansion House brochure, which will be used to print a large print copy, and from the Doncaster Lions, the Frenchgate Centre and the Civic Trust to support school visits.

Designated Funds

The Friends have designated £300 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

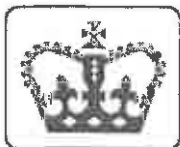
The Trustees declare that the charity has no outstanding debts which are secured by an express charge on any of the assets of the charity at the date of the statement of assets & liabilities

Declaration

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

Signed 

Date 24 Sept 24



Section A

Independent Examiner's Report

Report to the trustees/ members of

FRIENDS OF DONCASTER MANSION HOUSE

On accounts for the year ended

31/03.2024

Charity no (if any)

1171398

Set out on pages

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended

Responsibilities and basis of report

As the charity trustees of the Trust, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

I have completed my examination. I confirm that no material matters have come to my attention (other than that disclosed below *) in connection with the examination which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 130 of the 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:

David W Theyers

Date:

19/04/2024

Name:

David W Theyers

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

CENG; M I Mech E

Address:

41 Hindburn Close

Doncaster

DN4



Receipts and payments accounts

CC16a

For the period from 01.04.2023 To 31.03.2024

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	130	-	-	130	133
Bucket donations	296	-	-	296	70
Brochures	210	-	-	210	-
Raffle	-	-	-	-	800
JG Speaker fee	50	-	-	50	-
Other donations	562	-	-	562	405
Frenchgate Centre School transport	-	300	-	300	-
Miscellaneous income	-	-	-	-	-
Gift Aid	175	-	-	175	56
<i>AR)</i>	1,423	300	-	1,723	1,464
A2 Asset and investment sales, (see table).					
<i>Sub total</i>	-	-	-	-	-
Total receipts	1,423	300	-	1,723	1,464
A3 Payments					
Insurance general	205	-	-	205	205
Mansion House Brochures	-	1,325	-	1,325	-
Clocks Advice and report	2,100	-	-	2,100	-
Web maintenance	87	-	-	87	87
Raffle license	20	-	-	20	20
Subscriptions	10	-	-	10	-
Printing & Stationery	-	-	-	-	189
Room Hire	-	-	-	-	40
Pipers and Waites musicians	50	-	-	50	-
Plaque	-	-	-	-	72
Kings Picture Frame etc	97	-	-	97	-
Costume purchase	-	-	-	-	-
Sundries	68	44	-	112	-
Speakers' expenses	50	-	-	50	-
Bank charges	73	-	-	73	73
<i>Sub total</i>	2,760	1,369	-	4,129	686
A4 Asset and investment purchases. (see table)					
<i>Sub total</i>	-	-	-	-	-
Total payments	2,760	1,369	-	4,129	686
Net of receipts/(payments)	- 1,337	- 1,069	-	- 2,406	778
A5 Transfers between funds					
A6 Cash funds last year end	3,857	1,832	-	5,689	4,911
Cash funds this year end	2,520	763	-	3,283	5,689

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

	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds			
Current account	2,458	763	-
Cash	62	-	-
Total cash funds	2,520	763	-

(agree balances with receipts and payments account(s))

		Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B2 Other monetary assets	Details			
			-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
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	
	<i>[Handwritten Signature]</i>	ALHUNT	24.9.24	

