

Charity number: 272986

# **THE BECKFORD TOWER TRUST**

## **TRUSTEE'S REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 JANUARY 2019**



# THE BECKFORD TOWER TRUST

## CONTENTS

---

	Page
Reference and administrative details of the charity, its trustees and advisers	1
Trustee's report	2 - 6
Independent auditors' report	7 - 9
Statement of financial activities	10
Balance sheet	11
Notes to the financial statements	12 - 24

## THE BECKFORD TOWER TRUST

### REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEE AND ADVISERS FOR THE YEAR ENDED 31 JANUARY 2019

---

The Trustee of the charity at 31 January 2019, which has been the sole Trustee for the whole year ended on that date and since the year-end, was The Bath Preservation Trust Limited (charity number 203048). The directors of The Bath Preservation Trust Limited during the year and since the year end were:

Trustees	Thomas Sheppard, Chairman <sup>2,3,5</sup> Diane Aderyn <sup>3,5</sup> Kristin Doern (retired 26 June 2018) <sup>4</sup> Julie Finch (appointed 26 June 2018) <sup>2,3,4,5</sup> Peta Hall (coopted 1 April 2018) <sup>1,2,4</sup> Bruce Haines (appointed 26 June 2018) <sup>3,4</sup> Robert Hellard <sup>1</sup> Tom Marshall <sup>1,3</sup> Rachel Johnston (appointed 26 June 2018) <sup>4</sup> Adrian Tinniswood (resigned 21 March 2018) <sup>2,3,4,5</sup> Colin Johnston (appointed 11 December 2018) <sup>4</sup> Celia Mead (retired 26 June 2018) <sup>4</sup> Simon Morray-Jones (appointed 26 June 2018) <sup>1</sup> Sally Price (resigned 11 October 2018) <sup>4,5</sup> Alison Streatfield-James (retired 26 June 2018) <sup>3</sup> Robert Tavernor (appointed 26 June 2018) <sup>1</sup> Victoria Thornton (appointed 26 June 2018) <sup>1</sup> Mark Wilson Jones <sup>1</sup>
----------	---

- <sup>1</sup> denotes members of the Architecture and Planning Committee
- <sup>2</sup> denotes members of the Beckford Tower Trust Advisory Committee
- <sup>3</sup> denotes members of the Finance Committee
- <sup>4</sup> denotes members of the Museums and Education Committee
- <sup>5</sup> denotes members of the Herschel Museum Advisory Committee

Charity registered number	272986
Principal office	The Beckford Tower Trust c/o 1 Royal Crescent Bath BA1 2LR
Chief Executive Officer	Ms Caroline Kay
Auditors	Bishop Fleming LLP Chartered Accountants 16 Queen Square Bristol BS1 4NT
Bankers	CAF Bank Ltd 25 Kings Hill Avenue West Malling Kent ME19 4JQ
Solicitors	Stone King 13 Queen Square Bath BA1 2HJ

## THE BECKFORD TOWER TRUST

### TRUSTEE'S REPORT FOR THE YEAR ENDED 31 JANUARY 2019

---

The Trustee presents its annual report together with the audited financial statements for the year 1 February 2018 to 31 January 2019.

#### OBJECTIVES AND ACTIVITIES FOR THE YEAR

The principal objectives of The Beckford Tower Trust are to:

- a) Preserve and maintain for the public benefit and education buildings, features and objects of historical and architectural interest relating to the life and works of the late William Beckford of Fonthill and in particular the building known as The Beckford Tower and its gardens;
- b) Maintain the Beckford Museum collection housed in the Tower for public benefit, and
- c) Educate the public in the life and works of William Beckford.

#### Achievements, Performance and Public Benefit

The Trust has continued to run Beckford's Tower and its associated Museum, and has a policy of enhancing the latter by the purchase, or borrowing of exhibits relating to the life and works of William Beckford. In the past year it has:

- Opened the Museum to visitors for weekend and specially arranged group dates through the year;
- Participated in joint activities with the other BPT museums, joining in the national celebration of the 100<sup>th</sup> anniversary of women's Suffrage with an exhibition about 'The Beckford Women', about his mother, half-sister and wife,
- Purchased a letter relating to Beckford's valet;
- Run a series of tours at the remains of Fonthill Abbey;
- Run a series of public lectures at Beckford's Tower and Museum;
- Welcomed educational visits from school and university students to the Tower;
- Participated in the activities of the Beckford Society;
- Continued running the Beckford Book Group, whose topics this year included the Mysteries of Udolpho by Ann Radcliffe, so well satirised in Jane Austen's Northanger Abbey;
- Worked with Bath & North East Somerset Council (B&NES) to improve the state of maintenance of the cemetery;
- Continued informal discussions with the landowners about the paddocks adjacent to the Cemetery and Beckford's Gate;
- Purchased a book once owned by William Beckford and annotated by him with handwritten notes and sketch;
- Undertaken significant preparatory work prior to submitting a bid to the National Lottery Heritage Fund for the Tower;
- Submitted an application for an upgrading to the listing of Beckford's Gate and curtilage walls;
- Undertaken a variety of speaking engagements about the Tower and William Beckford; and,
- Continued to promote the Tower as a licensed small, bespoke wedding venue, hosting three weddings in the calendar year as well as an informal vow renewal ceremony.



## THE BECKFORD TOWER TRUST

### TRUSTEE'S REPORT (continued) FOR THE YEAR ENDED 31 JANUARY 2019

---

In addition, The Beckford Tower Trust has delivered public benefit in its charged-for museum by:

- Retaining a concessions structure and mechanisms for free or discounted entry to the museums for local residents on several well-publicised occasions during the year;
- Working with B&NES Council to ensure the good maintenance of the open-access historic Lansdown Cemetery;
- Developing a consultation and outreach programme to schools and disadvantaged groups to feed into the planning of activities around the 'Our Tower' project;
- Maintaining the archive of the history of the restoration of the Tower, available to researchers;
- Upgrading the Beckford's Tower website;
- Making the venue available for filming;
- Providing a venue for other national collections to showcase particular items relating to William Beckford;
- The BPT Senior Curator holding a position on the management committee of the International Beckford Society;
- Answering enquiries and facilitating family history research concerning Lansdown Cemetery; and
- Providing speakers for a range of lectures, talks and workshops.

#### Financial Review

The opening of the Tower and operation of the Museum runs at a modest loss, which this year generated a net unrestricted deficit of £7,852 (2018:£2,564 surplus) before losses on investments of £6,692 (2018: £16,218 gains) resulting in net loss of £14,544 (2018: £18,782 surplus).

There was a decrease in unrestricted funds of £14,544 (2018:£18,782 increase) and increase in restricted funds of £1,415 (2018: £154 decrease). The overall result was that total funds decreased by £13,129 (2018: £18,628 increase) amounting to £715,540 (2018: £728,669) at the end of the year.

The Quinquennial review identified approximately £500,000 of necessary or desirable capital works which would repair and improve the durability of the Belvedere and Lantern of the Tower and improve the internal accessibility and external visual appearance. Any urgent minor works will take place on an ongoing basis but meanwhile a programme for the major works is being prepared with a view to major funding bids, including to the National Lottery Heritage Fund.

The Trustee is of the opinion that the financial position of the charity is satisfactory and anticipates no difficulty in meeting the immediate obligations of the charity while recognising the major capital works are likely to attract external financial support. Ways of increasing sources of unrestricted income and reducing the operating deficit are being considered by the Trustee.

#### STRUCTURE, GOVERNANCE AND MANAGEMENT

##### Governing Document

The Beckford Tower Trust is an unincorporated charity (no. 272986) governed by a Declaration of Trust dated 24 January 1977 as varied by a Scheme dated 25 November 1992.

##### Appointment of Trustees

The sole Trustee of the charity is The Bath Preservation Trust Limited (Charity No. 203048). In the event it ceases to be sole Trustee, the appointment and election of future Trustees is in accordance with the governing documents.

## THE BECKFORD TOWER TRUST

### TRUSTEE'S REPORT (continued) FOR THE YEAR ENDED 31 JANUARY 2019

---

#### Organisation of Committees

The Board of Trustees of The Bath Preservation Trust Ltd (BPT), which can have up to eighteen members, administers the charity. The Board meets on a quarterly basis; the principal sub-committees cover Finance, Museums & Education (M&E), and Architecture & Planning, and meet on a regular cycle to make financial and management decisions. The Beckford Tower Trust is a standing item on the agendas of Finance, M&E and Trustees' meetings. On a matter of major importance, having regard to the objects of the Trust, the Trustees may require any proposed decision by any of the committees to be referred to the full body of Trustees for decision.

The Chief Executive of The Bath Preservation Trust manages the day-to-day operations of The Beckford Tower Trust through the BPT Museums Director, Claire Dixon, and the BPT Senior Curator, Dr Amy Frost, who are assisted by a Beckford's Tower Advisory Committee which does not have a governance role but meets twice annually and includes BPT Trustees, the BPT Chief Executive and BPT Museums Director, representatives of the Beckford Society and the local parish, and major donors.

The management team is assisted by a museum administrator and weekend stewards, and the museums also benefits from being part of the wider BPT museums 'family' which supports the Trust through education, marketing and finance staff support.

#### Key Management Personnel

The key management personnel of The Beckford Tower Trust are deemed to be the Senior Management Team of The Bath Preservation Trust Ltd, which comprises the Chief Executive, BPT Museums Director, BPT Senior Curator and BPT Director of Finance. The members of the Senior Management Team are employed and remunerated by The Bath Preservation Trust Ltd. Total employee costs for key management personnel are disclosed within The Bath Preservation Trust Ltd's consolidated financial statements.

#### Volunteers

The charity is dependent on the help and support of a team of volunteers. Committed volunteers give up their time to help staff the ticket desk, run the shop, carry out research and help with the running of the museum. Without this volunteer help the museum would not be able to stay open, and the Trustee is extremely grateful for their support.

#### Related Parties

The sole trustee, The Bath Preservation Trust Limited, and its subsidiaries No 1 Royal Crescent (Bath) Ltd and The Herschel House Trust, are considered to be the only related parties.



## THE BECKFORD TOWER TRUST

### TRUSTEE'S REPORT (continued) FOR THE YEAR ENDED 31 JANUARY 2019

---

#### Risk Management

The Trustee has carried out a full risk assessment of all the activities of The Beckford Tower Trust, covering the major strategic, business and operational risks, the main identified area of risk being the need for significant maintenance work together with the long-term funding of the Tower's opening and day-to-day maintenance. As a corollary of this risk, significant weather events, especially torrential driven rain, can have an increasingly deleterious effect on the upper parts of the Tower and this remains a risk until the major planned conservation can take place in 2021. There is now therefore also a financial risk inherent in the need for major external funding, though we have worked as closely as possible with the new National Lottery Heritage Fund to mitigate that risk. As with many small museums the other risks include the dependence on volunteers and the very lean staffing structure. The latter risk has been substantially mitigated by the restructuring of BPT's entire museums team which means that there are much better opportunities for cover and for mutual support. A risk management framework for the whole BPT group which also identifies specific risks relating to Beckford's Tower has been produced and adopted by the Trustee. The Trustee is therefore satisfied that appropriate systems are in place to mitigate the risks to the charity while recognising that maintenance and sustainability are continuing challenges.

#### Investments Powers and Policy

The Trustee has a wide range of investment powers and has appointed professional advisors to manage the portfolio; the policy is to provide a balanced return from income and capital growth on a medium risk portfolio.

#### Heritage Assets

**Purchased heritage assets:** Heritage Assets costing in excess of £1,000 purchased by the Trust after 1 March 2005 are recorded at cost and have not been depreciated, as they are deemed to have indefinite lives and are reviewed annually for any impairment. These assets are managed with the same care and rigour as any other items in the collections, and are intended as permanent additions to the collections.

**Donated heritage assets:** It is the policy of the Trust not to capitalise donated heritage assets held in the collections of the Trust, or Beckford's Tower, which was donated to the Beckford Tower Trust in 1972. These items are in effect inalienable, so long as the Trust continues to operate, held in principle in perpetuity, are mostly irreplaceable, and any financially based valuation would be misleading to the value and significance of the material culture involved. The Trust has a clear duty to care for and make available these assets for the enjoyment and education of the public as far as is possible, commensurate with the long term care of these items. The highest possible standards of collection management are applied, and the catalogues are made available as widely as possible to facilitate all enquiries and requests for information, subject to appropriate security and data protection guidelines. The Beckford Tower Museum has Accredited status.

#### Other Fixed Assets

Movements in other fixed assets during the year are set out in note 11 to the financial statements.

#### Reserves Policy

The Trustee's reserves policy is that the optimum level of reserves should be equivalent to ten months' operational costs (an opening season) with the remainder of any funds designated to be invested in order to support future maintenance of the Tower and its operations, in addition to the income from the Permanent

## THE BECKFORD TOWER TRUST

### TRUSTEE'S REPORT (continued) FOR THE YEAR ENDED 31 JANUARY 2019

---

Endowment Fund. The reason for this is first that the Tower is a Grade I listed building in an exposed location whose maintenance will always be challenging and secondly as an organisation not in receipt of statutory funding and currently primarily dependent on income from its investments which is capable of being affected by factors outside the Trust's control, the Trustee believes that building up a fund is appropriate in order to secure the long term future of the Trust and Tower.

The current medium term maintenance requirement for the Tower far exceeds its existing reserves and its current capacity to generate operational surpluses. The Trustee has therefore designated the bulk of current reserves to a maintenance fund, while anticipating the need to raise substantial external funding to support identified conservation requirements.

As disclosed fully in note 16 on page 20, the current level of unrestricted funds totalling £212,411 will not be sufficient to meet all future maintenance requirements. Therefore, in order to reach a position where maintenance requirements do not exceed available capital, any unrestricted windfalls (legacies, gifts etc.) should pass to reserves if appropriate, given the ongoing likely maintenance requirements.

#### TRUSTEE'S RESPONSIBILITIES STATEMENT

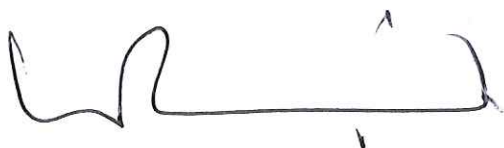
The Trustee is responsible for preparing the Trustee's report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the Trustee to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, the Trustee is required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustee is responsible for keeping proper accounting records that are sufficient to show and explain the charity's transactions and 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, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. It is 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.

This report was approved by the Trustee, on 20 May 2019 and signed on its behalf by:



WHT Sheppard,  
Chairman - The Bath Preservation Trust Ltd



## THE BECKFORD TOWER TRUST

### INDEPENDENT AUDITORS' REPORT TO THE TRUSTEE OF THE BECKFORD TOWER TRUST

---

#### OPINION

We have audited the financial statements of The Beckford Tower Trust (the 'charity') for the year ended 31 January 2019 set out on pages 10 to 24. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

The financial statements have been prepared in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has been withdrawn. This has been done in order for the accounts to provide a true and fair view in accordance with the Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 January 2019 and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

#### BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the Trustee's use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the Trustee has not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

## **THE BECKFORD TOWER TRUST**

### **INDEPENDENT AUDITORS' REPORT TO THE TRUSTEE OF THE BECKFORD TOWER TRUST**

---

#### **OTHER INFORMATION**

The Trustee is responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' report thereon. Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

We have nothing to report in respect of the following matters where the Charities (Accounts and Reports) Regulations 2008 requires us to report to you if, in our opinion:

- the information given in the Trustee's report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

#### **RESPONSIBILITIES OF THE TRUSTEE**

As explained more fully in the Trustee's responsibilities statement, the Trustee is responsible for the preparation of financial statements which give a true and fair view, and for such internal control as the Trustee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustee is responsible for assessing the charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustee either intends to liquidate the charity or to cease operations, or have no realistic alternative but to do so.

#### **AUDITORS' RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS**

We have been appointed as auditor under section 151 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free



## THE BECKFORD TOWER TRUST

### INDEPENDENT AUDITORS' REPORT TO THE TRUSTEE OF THE BECKFORD TOWER TRUST

from material misstatement, whether due to fraud or error, and to issue an Auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Auditors' report.

### USE OF OUR REPORT

This report is made solely to the charity's Trustee, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charity's Trustee those matters we are required to state to them in an Auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its Trustee, as a body, for our audit work, for this report, or for the opinions we have formed.



**Bishop Fleming LLP**  
Chartered Accountants  
Statutory Auditors  
16 Queen Square  
Bristol  
BS1 4NT  
Date: 23/5/19

Bishop Fleming LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.



THE BECKFORD TOWER TRUST

STATEMENT OF FINANCIAL ACTIVITIES  
FOR THE YEAR ENDED 31 JANUARY 2019

	Note	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £	Total funds 2018 £
<b>INCOME AND ENDOWMENTS FROM:</b>						
Donations and grants	2	1,365	4,825	-	6,190	657
Charitable activities	3	8,505	-	-	8,505	9,459
Other trading activities	4	3,124	-	-	3,124	1,822
Investments	5	18,111	-	-	18,111	21,119
<b>TOTAL INCOME AND ENDOWMENTS</b>		<b>31,105</b>	<b>4,825</b>	<b>-</b>	<b>35,930</b>	<b>33,057</b>
<b>EXPENDITURE ON:</b>						
Costs of generating funds		1,059	-	-	1,059	900
Charitable activities	6	37,898	3,410	-	41,308	29,747
<b>TOTAL EXPENDITURE</b>	7	<b>38,957</b>	<b>3,410</b>	<b>-</b>	<b>42,367</b>	<b>30,647</b>
<b>NET INCOME / (EXPENDITURE) BEFORE INVESTMENT GAINS</b>		<b>(7,852)</b>	<b>1,415</b>	<b>-</b>	<b>(6,437)</b>	<b>2,410</b>
Net gains on investments	12	(6,692)	-	-	(6,692)	16,218
<b>NET INCOME / (EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES</b>		<b>(14,544)</b>	<b>1,415</b>	<b>-</b>	<b>(13,129)</b>	<b>18,628</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>(14,544)</b>	<b>1,415</b>	<b>-</b>	<b>(13,129)</b>	<b>18,628</b>
<b>RECONCILIATION OF FUNDS:</b>						
Total funds brought forward		226,955	442,579	59,135	728,669	710,041
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>212,411</b>	<b>443,994</b>	<b>59,135</b>	<b>715,540</b>	<b>728,669</b>

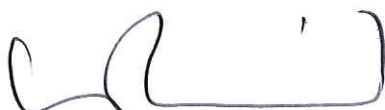
The notes on pages 12 to 24 form part of these financial statements.

THE BECKFORD TOWER TRUST

BALANCE SHEET  
AS AT 31 JANUARY 2019

	Note	£	2019 £	£	2018 £
<b>FIXED ASSETS</b>					
Tangible assets	11		392,084		388,298
Investments	12		<u>161,036</u>		<u>270,248</u>
			553,120		658,546
<b>CURRENT ASSETS</b>					
Stocks	13	806		629	
Debtors	14	1,388		14,135	
Cash at bank and in hand			<u>164,909</u>	<u>58,450</u>	
			167,103	73,214	
<b>CREDITORS:</b> amounts falling due within one year	15	<u>(4,683)</u>		<u>(3,091)</u>	
<b>NET CURRENT ASSETS</b>			<u>162,420</u>		<u>70,123</u>
<b>NET ASSETS</b>			<u>715,540</u>		<u>728,669</u>
<b>CHARITY FUNDS</b>					
Endowment funds	16		59,135		59,135
Restricted funds	16		443,994		442,579
Unrestricted funds	16		<u>212,411</u>		<u>226,955</u>
<b>TOTAL FUNDS</b>			<u>715,540</u>		<u>728,669</u>

The financial statements were approved by the Trustee on 20 May 2019 and signed on their behalf, by:



WHT Sheppard,  
Chairman - The Bath Preservation Trust Ltd



Diane Aderyn,  
Chair - Finance Committee

The notes on pages 12 to 24 form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019

---

1. ACCOUNTING POLICIES

1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The financial statements have been prepared to give a 'true and fair' view and have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a 'true and fair' view. This departure has involved following the Charities SORP (FRS 102) published on 16 July 2014 rather than the Accounting and Reporting by Charities: Statement of Recommended Practice effective from 1 April 2005 which has since been withdrawn.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant notes to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and Charities Act 2011.

The Beckford Tower Trust constitutes a public benefit entity as defined by FRS 102.

1.2 INCOME

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the guides is not recognised; please refer to the Trustee's report for more information about their contribution.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.





NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019

---

1. ACCOUNTING POLICIES (continued)

1.3 EXPENDITURE

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Costs of generating funds are costs incurred in trading activities that raise funds.

Charitable activities and Governance costs are costs incurred on the charity's operations, including support costs and costs relating to the governance of the charity apportioned to charitable activities.

1.4 DONATED HERITAGE ASSETS

It is the policy of the Trust not to capitalise donated heritage assets in the museum collection. The Trust considers that financial valuations of heritage assets would be misleading to the value and significance of the material culture involved. In many cases reliable cost information is not available or there are significant costs involved in obtaining a valuation that would outweigh any benefits. However, it is very important for a museum to account to the public for the management and care of the collections entrusted to it. High standards of Collections Management are applied to the collection in order to preserve and manage it on behalf of, and to make it available to, the public. A Register and full records are kept on the collection, its provenance, and its donors. These are made available for all enquiries and requests, subject to appropriate security and data protection guidelines. Conservation expenditure incurred on heritage assets has been written off to the Statement of Financial Activities.

1.5 PURCHASED HERITAGE ASSETS

Heritage Assets costing £1,000 and above purchased by the Trust after 1 March 2005 are recorded at cost and have not been depreciated, as they are deemed to have indefinite lives and are reviewed annually for any impairment. They are intended as permanent additions to the collections.

1.6 TANGIBLE FIXED ASSETS AND DEPRECIATION

All assets costing £1,000 and above are capitalised.

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of Financial Activities.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

LT Freehold property	-	not depreciated
Heritage assets	-	not depreciated
Fixtures and fittings	-	15% Reducing Balance
Other fixed assets	-	15% Reducing Balance

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019

---

**1. ACCOUNTING POLICIES (continued)**

**1.7 INVESTMENTS**

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless fair value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and shown in the heading 'Gains/(losses) on investments' in the Statement of Financial Activities.

**1.8 INTEREST RECEIVABLE**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Trust; this is normally upon notification of the interest paid or payable by the Bank.

**1.9 STOCKS**

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

**1.10 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

**1.11 CASH AT BANK AND IN HAND**

Cash at bank and in hand includes cash and 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.

**1.12 CREDITORS AND PROVISIONS**

Creditors are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Liabilities are recognised at the amount that the charity anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

**1.13 FINANCIAL INSTRUMENTS**

The charity only has financial assets and financial 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.

# THE BECKFORD TOWER TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2019

### 1. ACCOUNTING POLICIES (continued)

#### 1.14 FUND ACCOUNTING

General funds are unrestricted funds which are available for use at the discretion of the Trustee in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustee for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Permanent Endowment Funds - these represent the capital of the Trust, derived from gifts received since its foundation, and are to be held and maintained in perpetuity.

#### 1.15 TAXATION

The Beckford Tower Trust is a registered charity and as such tax exemption applies to the income arising from and expended on charitable activities and to its investment income and gains.

### 2. INCOME FROM DONATIONS AND LEGACIES

	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £	Total funds 2018 £
Donations	1,365	-	-	1,365	320
Grants	-	4,825	-	4,825	337
Total donations and legacies	<u>1,365</u>	<u>4,825</u>	<u>-</u>	<u>6,190</u>	<u>657</u>
Total 2018	<u>657</u>	<u>-</u>	<u>-</u>	<u>657</u>	

### 3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £	Total funds 2018 £
Admission and events income	<u>8,505</u>	<u>-</u>	<u>-</u>	<u>8,505</u>	<u>9,459</u>
Total 2018	<u>9,459</u>	<u>-</u>	<u>-</u>	<u>9,459</u>	



THE BECKFORD TOWER TRUST

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019

4. OTHER TRADING ACTIVITY

	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £	Total funds 2018 £
Shop and weddings	3,124	-	-	3,124	1,822
Total 2018	1,822	-	-	1,882	

5. INVESTMENT INCOME

	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £	Total funds 2018 £
Investment income - rent	13,636	-	-	13,636	15,679
Investment income - listed investments	4,475	-	-	4,475	5,440
	18,111	-	-	18,111	21,119
Total 2018	21,119	-	-	21,199	

6. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted £	Restricted £	2019 £	2018 £
Wages and salaries	11,450	120	11,570	11,311
Premises costs:				
Insurances	4,833	-	4,833	4,546
Repairs and maintenance	296	-	296	1,869
Major Projects *	6,084	-	6,084	-
Heat and light	2,194	-	2,194	2,261
Other premises costs	2,300	-	2,300	1,371
Opening costs:				
Equipment repairs	211	-	211	1,062
Conservation / enhancements	1,174	506	1,680	80
Leaflets and advertising	779	2,506	3,285	630
Guides and other opening costs	1,316	278	1,594	782
Administration:				
Investment management fees	2,099	-	2,099	699
Office and other costs	2,948	-	2,948	2,309
Accountancy	1,200	-	1,200	1,850
Bank Charges	80	-	80	60
Auditors' remuneration	889	-	889	864
Depreciation	45	-	45	53
Total	37,898	3,410	41,308	29,747

\* Major Projects: the Board has decided to spend £10,000 over the two years ending 2019 and 2020 from

# THE BECKFORD TOWER TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2019

designated reserves

### 7. ANALYSIS OF EXPENDITURE BY EXPENDITURE TYPE

	Staff costs 2019 £	Depreciation 2019 £	Other costs 2019 £	Total 2019 £	Total 2018 £
<b>Costs of generating funds:</b>					
Shop purchases and Wedding costs	-	-	1,059	1,059	900
Expenditure on charitable activities	11,450	45	28,844	40,339	28,823
Expenditure on governance	-	-	969	969	924
<b>Total 2019</b>	<b>11,450</b>	<b>45</b>	<b>30,872</b>	<b>42,367</b>	<b>30,647</b>
<b>Total 2018</b>	<b>11,311</b>	<b>53</b>	<b>19,283</b>	<b>30,647</b>	

### 8. NET INCOME/(EXPENDITURE)

This is stated after charging:

	2019 £	2018 £
Depreciation of tangible fixed assets: - owned by the charity	<u>45</u>	<u>53</u>

During the year, the sole Trustee received no remuneration (2018: £NIL).

During the year, the sole Trustee received no benefits in kind (2018: £NIL).

During the year, the sole Trustee was reimbursed £16,500 (2018: £12,650) of costs relating to recharges and administration paid on behalf of the charity.

### 9. AUDITORS' REMUNERATION

The Auditor's remuneration amounts to an Audit fee of £889 (2018: £864).

### 10. STAFF COSTS

No persons were directly employed by the charity but recharges for staff costs of £11,810 (2018: £11,311) were made by The Bath Preservation Trust Limited.

THE BECKFORD TOWER TRUST

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019

11. TANGIBLE FIXED ASSETS

	Heritage assets £	Fixtures and fittings £	Other fixed assets £	Total £
<b>COST</b>				
At 1 February 2018	388,000	11,634	1,313	400,947
Additions in the year	3,831	-	-	3,831
At 31 January 2019	391,831	11,634	1,313	404,778
<b>DEPRECIATION</b>				
At 1 February 2018	-	11,336	1,313	12,649
Charge for the year	-	45	-	45
At 31 January 2019	-	11,381	1,313	12,694
<b>NET BOOK VALUE</b>				
At 31 January 2019	391,831	253	-	392,084
At 31 January 2018	388,000	298	-	388,298

**Freehold land and buildings (Heritage assets)**

The freehold land and buildings known as the Beckford Tower, Lansdown, Bath, were gifted to The Beckford Tower Trust in 1972; no value was placed on the gift, and there have been no subsequent formal valuations, so no cost or value for the Tower is included in the financial statements.

**Museum exhibits (Heritage assets)**

Museum exhibits purchased prior to 28 February 2005 were written off as historic assets on the date of purchase. Since this date any purchases are capitalised - the only such items are a Cabinet and a Coffeet formerly belonging to William Beckford and commissioned by him for the Tower.

The purchase during the year ended 31 January 2019 was a book entitled 'Letters-to-the-right-honourable-lord-brougham-and-vaux-presenting-rambling-details-of-a-tour' by William Beckford. This book from Beckford's library includes notes by him but more importantly a drawing by Beckford for a piece of furniture at Lansdown.



# THE BECKFORD TOWER TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2019

### 12. FIXED ASSET INVESTMENTS

	Listed securities £
<b>MARKET VALUE</b>	
At 1 February 2018	270,248
Cash withdrawal during the year	(100,420)
Revaluations	(6,692)
Fund manager's fees charged	<u>(2,100)</u>
At 31 January 2019	<u>161,036</u>

### INVESTMENTS

The following investments account for >5% of the carrying value of the portfolio:

	31 January 2019 £	31 January 2018 £
Pimco Global Advisors Irl Ltd	13,460	13,850
Artemis Fund Managers Income	9,168	17,457
Investec Fund Managers UK Alpha Series	16,817	17,740
Majedie Asset Management UK Equity	10,939	15,201
Ishares S&P 500	13,614	-
Kleinwort Benson Investors	-	16,788
Vulcan Global Value Fund Equity II Inc	8,641	-
Baillie Gifford & Co	10,080	-
Iridian Ucits Fund US Equity	12,283	13,272
	<u>95,002</u>	<u>94,308</u>

### 13. STOCKS

	2019 £	2018 £
Goods for resale	<u>806</u>	<u>629</u>

### 14. DEBTORS

	2019 £	2018 £
VAT recoverable	270	144
Amounts due from group undertakings		1,935
Prepayments and accrued income	1,118	12,056
	<u>1,388</u>	<u>14,135</u>

THE BECKFORD TOWER TRUST

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019

15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2019 £	2018 £
Trade creditors	781	447
Accruals and deferred income	3,902	2,644
	<u>4,683</u>	<u>3,091</u>

16. STATEMENT OF FUNDS

STATEMENT OF FUNDS - CURRENT YEAR

	Balance at 1 February 2018 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 January 2019 £
<b>DESIGNATED FUNDS</b>						
To fund short term maintenance	30,000	-	-	-	-	30,000
To fund medium to long term maintenance	172,455	-	-	(15,644)	-	156,811
Ten months operating costs excluding repairs	24,500	-	-	1,100	-	25,600
	<u>226,955</u>	<u>-</u>	<u>-</u>	<u>(14,544)</u>	<u>-</u>	<u>212,411</u>
General Funds	-	31,105	(38,957)	14,544	(6,692)	-
<b>TOTAL UNRESTRICTED FUNDS</b>	<u>226,955</u>	<u>31,105</u>	<u>(38,957)</u>	<u>-</u>	<u>(6,692)</u>	<u>212,411</u>
<b>ENDOWMENT FUNDS</b>	<u>59,135</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>59,135</u>
<b>RESTRICTED FUNDS</b>						
Museum Exhibits*:						
Cabinet	64,000	-	-	-	-	64,000
Coffer	324,000	-	-	-	-	324,000
Beckford book/letters	-	3,325	-	506	-	3,831
Other restricted funds:						
Cemetery costs	2,146	-	-	-	-	2,146
Rimington Legacy	50,415	-	(398)	-	-	50,017
Beckford Project Phase 1	-	500	(500)	-	-	-
B&NES	-	1,000	(1,000)	-	-	-
Other	2,018	-	(1,512)	(506)	-	-
	<u>442,579</u>	<u>4,825</u>	<u>(3,410)</u>	<u>-</u>	<u>-</u>	<u>443,994</u>
<b>TOTAL OF FUNDS</b>	<u>728,669</u>	<u>35,930</u>	<u>(42,367)</u>	<u>-</u>	<u>(6,692)</u>	<u>715,540</u>

\* Museum exhibits are restricted funds that have been used for the purchase of undepreciated fixed assets and are therefore capitalised and no longer free to be spent.

THE BECKFORD TOWER TRUST

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019

16. STATEMENT OF FUNDS (continued)

STATEMENT OF FUNDS - PRIOR YEAR

	Balance at 1 February 2017 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 January 2018 £
<b>DESIGNATED FUNDS</b>						
To fund short term maintenance	30,000	-	-	-	-	30,000
To fund medium to long term maintenance	153,673	-	-	18,782	-	172,455
Ten months operating costs excluding repairs	24,500	-	-	-	-	24,500
	208,173	-	-	18,782	-	226,955
General Funds	-	33,057	(30,493)	(18,782)	16,218	-
<b>TOTAL UNRESTRICTED FUNDS</b>	208,173	33,057	(30,493)	-	16,218	226,955
<b>ENDOWMENT FUNDS</b>	59,135	-	-	-	-	59,135
<b>RESTRICTED FUNDS</b>						
Cabinet	64,000	-	-	-	-	64,000
Coffer	324,000	-	-	-	-	324,000
Cemetery costs	2,146	-	-	-	-	2,146
Rimington Legacy	50,569	-	(154)	-	-	50,415
Other	2,018	-	-	-	-	2,018
	442,733	-	(154)	-	-	442,579
<b>TOTAL OF FUNDS</b>	710,041	33,057	(30,647)	-	16,218	728,669

**UNRESTRICTED FUNDS**

As described more fully in the Trustee's Annual Report, the Trustee's reserves policy is that the optimum level of free reserves should be equivalent to ten months' operational costs (an opening season) with a remainder of any funds designated to be invested in order to support future maintenance of the Tower and its operations, in addition to the income from the Permanent Endowment Fund.



# THE BECKFORD TOWER TRUST

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2019

### 16. STATEMENT OF FUNDS (continued)

The current level of unrestricted funds will not be sufficient to meet all future maintenance requirements. Therefore in order to reach a position where maintenance requirements do not exceed available capital, any unrestricted windfalls (legacies, gifts etc.) should pass to designated reserves if appropriate, given the ongoing likely maintenance requirements.

#### ENDOWMENT FUNDS

This was established under the 1977 Trust Deed which set up the Trust; the income arising from Permanent Endowment investments can be used for the maintenance, general upkeep and administration of the Tower, and the capital can, in certain circumstances, be used to fund capital expenditure.

#### RESTRICTED FUNDS

**Museum exhibits** - A cabinet and a coffer, both formerly belonging to William Beckford, were purchased in 2007-08 and 2011-12 for £64,000 and £324,000 respectively. The purchase during the year ended 31 January 2019 was a book entitled 'Letters-to-the-right-honourable-lord-brougham-and-vaux-presenting-rambling-details-of-a-tour' by William Beckford. This book from Beckford's library includes notes by him but more importantly a drawing by Beckford for a piece of furniture at Lansdown.

**Cemetery costs** - funding granted to assist with gardening and similar costs at the cemetery.

**Rimington legacy** - In December 2014 The Beckford Tower Trust received £50,640 from the executors of Mr Niel Rimington, deceased owner of Fonthill Abbey, Wiltshire. This restricted fund is set aside to offset any costs incurred by the Trust in operating the 'Beckford Provisions', which ensure that some public access to the Fonthill Estate is guaranteed into the future. In the year in question only £398 was spent on visits during the 'Provisions' period because other organised access was provided for the public by the current owners of Fonthill at no cost to the Trust.

### SUMMARY OF FUNDS - CURRENT YEAR

	Balance at 1 February 2018 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 January 2019 £
Designated funds	226,955	-	-	(14,544)	-	212,411
General funds	-	31,105	(38,957)	14,544	(6,692)	-
	226,955	31,105	(38,957)	-	(6,692)	212,411
Endowment funds	59,135	-	-	-	-	59,135
Restricted funds	442,579	4,825	(3,410)	-	-	443,994
	728,669	35,930	(42,367)	-	(6,692)	715,540

THE BECKFORD TOWER TRUST

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 JANUARY 2019

17. STATEMENT OF FUNDS (continued)

SUMMARY OF FUNDS - PRIOR YEAR

	Balance at 1 February 2017 £	Income £	Expenditure £	Transfers in/out £	Gains/ (Losses) £	Balance at 31 January 2018 £
Designated funds	208,173	-	-	18,782	-	226,955
General funds	-	33,057	(30,493)	(18,782)	16,218	-
	208,173	33,057	(30,493)	-	16,218	226,955
Endowment funds	59,135	-	-	-	-	59,135
Restricted funds	442,733	-	(154)	-	-	442,579
	710,041	33,057	(30,647)	-	16,218	728,669

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

ANALYSIS OF NET ASSETS BETWEEN FUNDS - CURRENT YEAR

	Unrestricted funds 2019 £	Restricted funds 2019 £	Endowment funds 2019 £	Total funds 2019 £
Tangible fixed assets	253	391,831	-	392,084
Fixed asset investments	101,901	-	59,135	161,036
Current assets	114,940	52,163	-	167,103
Creditors due within one year	(4,683)	-	-	(4,683)
	212,411	443,994	59,135	715,540

ANALYSIS OF NET ASSETS BETWEEN FUNDS - PRIOR YEAR

	Unrestricted funds 2018 £	Restricted funds 2018 £	Endowment funds 2018 £	Total funds 2018 £
Tangible fixed assets	298	388,000	-	388,298
Fixed asset investments	211,113	-	59,135	270,248
Current assets	18,635	54,579	-	73,214
Creditors due within one year	(3,091)	-	-	(3,091)
	226,955	442,579	59,135	728,669

## THE BECKFORD TOWER TRUST

### NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 JANUARY 2019

---

#### 19. CAPITAL COMMITMENTS AND CONTINGENT LIABILITIES

There were no capital commitments or contingent liabilities at 31 January 2019 (prior year - none).

#### 20. ULTIMATE PARENT UNDERTAKING AND CONTROLLING PARTY

The Bath Preservation Trust Ltd (BPT) is the immediate and ultimate parent company; that Trust prepares consolidated financial statements, including the results of The Beckford Tower Trust, which can be obtained from the principal office at 1 Royal Crescent, Bath BA1 2LR. At the year end, BPT was owed £nil (2018: £1,935 was owed by BPT to The Beckford Tower Trust).