

THE BLACKHEATH HISTORIC BUILDINGS TRUST

(Limited by Guarantee)

COMPANY NO.: 3788710

CHARITY NO.:1078787

REPORT AND ACCOUNTS

**for the year ended
30 June 2011**

**SUSAN FIELD LIMITED
CHARTERED ACCOUNTANTS**

**NEPTUNE HOUSE
70 ROYAL HILL
LONDON SE10 8RF**

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The Blackheath Historic Buildings Trust

Status: Company Limited by Guarantee No.3788710
Charity registration No 1078787
The Company's governing document is its Memorandum
and Articles of Association dated 18 February 1999

**Secretary and
Registered Office:** Tim Barnes QC
Chapman House
10 Blackheath Village
London SE3 9LE

Council: Bridget Prentice (Chairman)
Gordon Baker
Tim Barnes QC
Charles Batchelor
Raymond Brookes
Derek Ellis
Julia Maynard
Howard Shields
Hurbinder Singh Mudan
Roger Thomas

Independent Examiner: Susan Field Limited
Chartered Accountants
Neptune House
70 Royal Hill
London SE10 8RF

Bankers: Lloyds TSB
Blackheath Branch

Solicitors: Grant Saw
110-114 Norman Road
London
SE10 9EH

The Blackheath Historic Buildings Trust

Trustees' Report for the year ended 30 June 2011

The Trustees present their report and the accounts of the Company for the year ended 30 June 2011. This report is also a Directors' Report required by s417 of the Companies Act 2006. All members of the Council are trustees and directors of the charitable company. The financial statements comply with current statutory requirements and the requirements of the Memorandum & Articles of Association.

Background Information

The Blackheath Historic Buildings Trust is a company limited by guarantee (registered number 3788710) and a registered charity (charity number 1078787). It is also referred to as "BHBT". Its registered office is at Chapman House, 10 Blackheath Village, London SE3 9LE.

The Trustees are also the directors of the Trust. The following have served as Trustees for the whole or part of the financial year and, except for Derek Ellis, remain Trustees at the date of this report:

Gordon Baker
Tim Barnes Q.C.
Charles Batchelor
Raymond Brookes
Derek Ellis (resigned from 18 January 2012)
Julia Maynard
Sir Ian Mills (resigned from 21 March 2011)
Bridget Prentice (appointed as Trustee and Chair from 12 January 2011)
Howard Shields
Hurbinder Singh Mudan
Roger Thomas

Structure, Governance and Management

BHBT is a company limited by guarantee, and is subject to its Memorandum and Articles of Association. The Articles provide that the affairs of the Trust are to be managed by its Council, the board of directors of the Trust, and that the members of the Council shall not be less than 5 or more than 12 in number. The Council currently has 9 members.

The Articles also provide that members of the Council must be members of the Trust, and shall be elected either by the members of the Trust in General Meeting or by the Council. At each Annual General Meeting one-third of the members of the Council are required to retire from office by rotation, but are eligible for re-election. The Council may appoint someone to be a member of the Council, either to fill a casual vacancy or as an addition to the existing membership, and anyone so appointed holds office only until the next Annual General Meeting, but is eligible for re-election.

Members of Council are appointed or elected on the basis of their strong local connections and commitment to the Trust's projects, and to provide a range of professional and other skills appropriate to the Trust. The composition of the Council, and the qualification, experience and training of its members, are regularly reviewed in the context of projects undertaken by the Trust. The Trust does not have any staff.

The Blackheath Historic Buildings Trust

Trustees' Report
for the year ended
30 June 2011

Objectives and Activities

The Trust's main object is stated in its Memorandum of Association as follows:

To preserve for the benefit of the townspeople of the London Boroughs of Greenwich & Lewisham in the County of London and of the nation at large, whatever of the historical, architectural and constructional heritage may exist in and around the District in the Boroughs of Greenwich & Lewisham aforesaid in the form of buildings (including any building as defined in Section 336(1) of the Town and Country Planning Act 1990) of particular beauty or historical, architectural or constructional interest

This year has seen the culmination of BHBT's work on the restoration of Boone's Chapel, the addition of further panels to the Lee Heritage Trail set up by the Trust, and the completion of the first phase of BHBT's work on the repair and conservation of the Old Churchyard, opposite St Margaret's Church, Lee Terrace.

Boone's Chapel was the Trust's first project. The Chapel is a Grade 1 listed building. It is a unique survival of a small chapel built initially for the Boones Almshouses, and was built in 1682 by Christopher Boone, a wealthy London wool merchant and philanthropist, and his wife Mary. It occupies a prominent corner of the Merchant Taylors' Company almshouses site on Lee High Road, Lewisham.

Most of the Trust's work on the Chapel project was completed in earlier years, but it was only in the summer of 2010 that external lighting for the Chapel was installed. The Trust is grateful for the financial support of the Merchant Taylors' Company and the London Borough of Lewisham. There are now ground lights to the sides and rear of the Chapel, lights in the pediments and the cupola is highlighted. The lantern on the South East corner has been renewed.

The book sponsored by BHBT - *Boone's Chapel history in the making*, by Madeleine Adams and Charlie MacKeith of research design with Ian Mills, was published in September 2010.

The Chapel is open to the public for special exhibitions as well as annually for Open House London, and the Trust has been considering with Boones Chapel Limited and research design, who occupy the Chapel as their offices, how better to support and fund these exhibitions.

The Lee Heritage Trail established by the Trust began life with five panels, complemented by the panel at Lee Green installed by the Lee Manor Society. In September 2010 the Trust installed two additional panels, *The Cedars and the Village of Lee*, in Brandram Road with a view towards the Cedars, and *The Dacre Estate*, placed at Kingswood Halls in Belmont Park. The Trail leaflet has been updated and extended. The Trust is now working towards the commissioning of further panels in the Blackheath area.

The Blackheath Historic Buildings Trust

Trustees' Report
for the year ended
30 June 2011

Also in September 2010, BHBT completed the first phase of work on the repair and conservation of the Old Churchyard, opposite the present St Margaret's Church, Lee Terrace. The Churchyard has been transformed into a public park and teaching and cultural site for the use of local residents, schools and other interested groups. Work on the Tower of the old churches included removal of trees and other vegetation encroaching on the Tower, removal of the nineteenth century render so that the old stonework can be properly seen, replacement of the roof to create a garden store – and keep out the pigeons – and structural and architectural repairs. The footprints of the mediaeval and Gwilt churches have been set out, mediaeval paths re-established, and benches placed. The landscape elements of the overall project have been taken forward. Preliminary stabilisation work has been undertaken on a few of the monuments, which had become potentially hazardous, but full restoration work on the monuments remains for the future, as and when funding can be arranged. BHBT is grateful for the generous financial support of St Margaret's PCC and the London Borough of Lewisham, as well as local residents, for the work completed so far.

The Trust has also focussed its attention on new projects it might undertake. Amongst other things, the Trust continues its discussions with the London Borough of Greenwich and other interested parties about improvements to the Thames Path in East Greenwich, although funding applications to date have not been successful, and the possibility of assisting in the transformation of Charlton House and its extensive gardens.

The Trust is also looking to the installation of heritage panels in other areas of the old "Blackheath Hundred", and is working with local amenity and other societies with a view to having perhaps three new panels in place for the benefit of visitors to the London 2012 Olympic events in Greenwich Park.

Public Benefit

All the Trust's activities in this financial year – completion of the final steps in the Boone's Chapel project, further work on the Lee Heritage Trail, and the first phase of the St Margaret's Old Churchyard project, as well as its consideration of possible future projects, have been undertaken with a view to furthering the Trust's charitable purposes as described above, and for the public benefit, and the Trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding what activities the Trust should undertake, and indeed in carrying out those activities.

The Trustees believe that the level of visitor interest in its projects demonstrates this public benefit. Boone's Chapel has continued to receive good numbers of visitors for London Open House 2010 (despite being left out of the official brochure, as described below) and for the exhibitions presented there, in accordance with arrangements set up by the Trust with research design, the current occupiers of the Chapel. The Lee Heritage Trail has generated interest among local residents and the amenity societies, who are keen to see similar heritage panels in other parts of Blackheath, Greenwich and Lewisham. The Old Churchyard is beginning to be used as a local resource, and there is much greater local awareness of it.

The Blackheath Historic Buildings Trust

Trustees' Report
for the year ended
30 June 2011

Achievements and Performance

The Lee Heritage Festival took place over the weekend of 17 – 19 September 2010, organised jointly by BHBT and St Margaret's Church. The Festival included several events which celebrated the Trust's achievements during this financial year. BHBT's Council feels the Festival was a great success, attracting over 900 visitors, although it is disappointing that Open House London omitted all the locations from its official brochure, despite BHBT's having met the registration requirements – and BHBT has no doubt that this adversely affected visitor numbers.

The Festival celebrated BHBT's achievements

Boone's Chapel Project -

- The new external lighting of Boone's Chapel was switched on by Howard Shields, Chair of the Blackheath Society as well as a BHBT Trustee
- *Boone's Chapel. history in the making*, the book about the project commissioned by the Trust, was launched by Dr Neil Bingham.

Lee Heritage Trail -

- The two new panels on the Heritage Trail were unveiled by the local historian Alfred Wood. This event was attended by Lady Penn and her son James, the current generation of the Penn family, who owned the Cedars and its extensive gardens during the nineteenth and early twentieth centuries.
- The revised edition of the Lee Heritage Trail leaflet was published.

St Margaret's Old Churchyard -

- The first phase of work was completed.
- The Old Churchyard was re-opened by Sir Steve Bullock, Mayor of the London Borough of Lewisham, as a community park and education resource
- A guide for visitors was published, supplementing information already on the Lee Heritage Trail panel in the Churchyard
- Green Scene, the London Borough of Lewisham contractors, confirmed that the Old Churchyard will be maintained by Lewisham to the new standards set by the Trust.

The Blackheath Historic Buildings Trust

Trustees' Report
for the year ended
30 June 2011

Financial Review

Funds for the lighting of the exterior of the Chapel were provided by the Merchant Taylor's Company and the London Borough of Lewisham. The project was completed well within the budget allocated by the Trust. The costs of the book about the project were provided by BHBT in a previous financial year.

Costs for the additions to the Lee Heritage Trail were contributed by local residents.

Financial support for the first phase of work on the Old Churchyard of St Margaret's came from St Margaret's PCC and the London Borough of Lewisham and local residents. In the current financial climate, it is likely to be difficult to find funds for the second – and much larger – phase of work, conservation and restoration of monuments and gravestones, and the Trust will not begin work on this until satisfied funds will be available

The Trustees believe that the financial position of the Trust remains satisfactory. Projects to date have been successfully completed within the funding available. The Trust will seek commitments for further funds for future projects, including those mooted above, and will build contingencies in to the budgets for these projects. In view of this approach, the Trustees do not consider it necessary to hold other reserves. This policy will be kept under regular review.

The Blackheath Historic Buildings Trust

Trustees' Report
for the year ended
30 June 2011

Statement of Trustees' Responsibilities

The trustees (who are also directors of the charitable company for the purposes of company law) are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company 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 charitable company and of the incoming resources and application of resources (including the income and expenditure) of the charitable company for that period. In preparing those financial statements, the trustees are required to

- a) select suitable accounting policies and apply them consistently,
- b) observe the methods and principles in the Charities SORP,
- c) make judgments and estimates that are reasonable and prudent;
- d) state whether applicable UK accounting standards have been followed, subject to any departures disclosed and explained in the financial statements,
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company, and which enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Independent examiner

Susan Field Limited, Chartered Accountants appointed as the independent examiners of the Company have indicated their willingness to continue in office

This report, which has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006, was approved by the Board on 16 January 2012 and signed on its behalf



Trustee: Bridget Prentice

Independent Examiner's Report to the Trustees of The Blackheath Historic Buildings Trust

I report on the financial statements of the company for the year ended 30 June 2011 which are set out on pages 10 to 15

This report is made solely to the charity's trustees, as a body, in accordance with section 43, Charities Act 1993 (as amended). My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in this report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work, for this report, or for the opinions I have formed.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The charity's trustees consider that an audit is not required for the year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

Having satisfied myself that the charity is not subject to an audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements (under section 43(3)(a) of the 1993 Act),
- follow the procedures laid down in the General Directions given by the Charity Commission (under section 43(7)(b) of the 1993 Act), and
- state where 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 financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements 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 financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

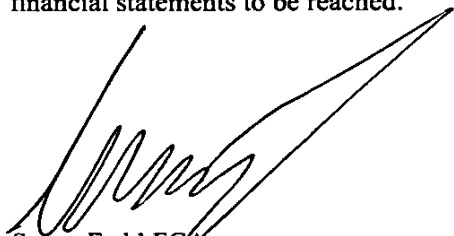
Independent examiner's statement

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 386 of the Companies Act 2006, and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities;

have not been met, or

- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.



Susan Field FCA
Susan Field Limited
Chartered Accountants
Neptune House
70 Royal Hill
London SE10 8RF

Date: 19 March 2012

The Blackheath Historic Buildings Trust

Statement of Financial Activities Income and Expenditure Account for the year ended 30 June 2011

	<u>Note</u>	<u>Restricted Funds</u> £	<u>Unrestricted Funds</u> £	<u>Total Funds 2011</u> £	<u>Total Funds 2010</u> £
Incoming resources					
Incoming resources from generated funds:					
Voluntary income	2	-	28,506	28,506	47,000
Investment income		-	5	5	12
Total incoming resources		<u>-</u>	<u>28,511</u>	<u>28,511</u>	<u>47,012</u>
Resources expended					
Charitable activities	3	61,072	8,771	69,843	14,143
Governance costs	4	-	2,360	2,360	1,100
Total resources expended		<u>61,072</u>	<u>11,131</u>	<u>72,203</u>	<u>15,243</u>
Net movement in funds		<u>(61,072)</u>	<u>17,380</u>	<u>(43,692)</u>	<u>31,769</u>
Transfers between funds		20,420	(20,420)	-	-
Reconciliation of funds					
Total funds brought forward		40,652	2,270	42,922	11,153
Total funds carried forward		<u>-</u>	<u>(770)</u>	<u>(770)</u>	<u>42,922</u>

The Blackheath Historic Buildings Trust

Company number 3788710

Balance sheet as at

30 June 2011

	<u>Note</u>	<u>2011</u>	<u>2010</u>
		£	£
Current assets			
Debtors	7	50	27,400
Cash at bank and in hand		<u>2,650</u>	<u>16,632</u>
Total current assets		<u>2,700</u>	<u>44,032</u>
Creditors: amounts falling due within one year	8	<u>(3,470)</u>	<u>(1,110)</u>
Net current assets/(liabilities)		(770)	42,922
Total assets less current liabilities		<u>(770)</u>	<u>42,922</u>
Net assets	9	<u>(770)</u>	<u>42,922</u>
The funds of the charity:			
Restricted funds		-	40,652
Unrestricted funds			
General fund		<u>(770)</u>	<u>2,270</u>
Total unrestricted funds		(770)	2,270
Total charity funds	10	<u>(770)</u>	<u>42,922</u>

For the year ending the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies

Trustees' Responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476
- The trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements

These financial statements, which have been prepared in accordance with the special provisions relating to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), were approved by the Board on 16 January 2012 and signed on its behalf by



Director Bridget Prentice

The Blackheath Historic Buildings Trust

Notes to the accounts
for the year ended
30 June 2011

1 Accounting policies

The principal accounting policies are summarised below. The accounting policies have been applied consistently throughout the year and in the preceding year.

(i) Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Companies Act 2006, the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Statement of Recommended Practice: Accounting and Reporting by Charities issued in March 2005.

(ii) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Designated funds are unrestricted funds earmarked by the trustees for particular purposes.

Restricted funds are subject to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

(iii) Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full when receivable.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.

(iv) Resources expended

Expenditure is accounted on an accrual basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

- Costs of generating funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the audit fees and costs linked to the strategic management of the charity.
- All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

The Blackheath Historic Buildings Trust

Notes to the accounts
for the year ended
30 June 2011

(v) Fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. The cost of minor additions or those costing below £1,000 are not capitalised. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life. The rates used are as follows:

plant and equipment	20%
fixtures and fittings	25%

2 Voluntary income

	Restricted Funds	Unrestricted Funds	Total Funds 2011	Total Funds 2010
	£	£	£	£
Donations	-	28,506	28,506	2,000
St Margarets PCC	-	-	-	25,000
Merchant Taylors' Company	-	-	-	10,000
London Borough of Lewisham	-	-	-	10,000
Total	-	28,506	28,506	47,000

3 Charitable activities

Professional Fees	4,853	-	4,853	-
Materials purchased	6,104	-	6,104	-
Contractors	42,748	480	43,228	-
Architectural Services	7,367	-	7,367	-
Administration	-	530	530	476
Signage	-	7,761	7,761	-
Old Churchyard conservation works	-	-	-	13,667
Total	61,072	8,771	69,843	14,143

4 Governance costs

Independent Examiner's Fee	-	1,680	1,680	1,100
Independent Examiner's Fee-under provision in previous year	-	680	680	-
Total	-	2,360	2,360	1,100

The Blackheath Historic Buildings Trust

Notes to the accounts
for the year ended
30 June 2011

5 Staff costs and numbers

The charity employed no staff during the financial year (2010 none)

6 Trustee remuneration and expenses

No trustees received any remuneration or expenses during the year

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity during the year (2010 nil)

7 Debtors

	<u>2011</u>	<u>2010</u>
	<u>£</u>	<u>£</u>
Grants Receivable	-	27,000
Other debtors	50	400
Total	<u>50</u>	<u>27,400</u>

8 Creditors: amounts falling due within one year

	<u>2011</u>	<u>2010</u>
	<u>£</u>	<u>£</u>
Other creditors	110	110
Accruals	3,360	1,000
Total	<u>3,470</u>	<u>1,110</u>

9 Analysis of net assets between funds

	<u>General</u>	<u>Designated</u>	<u>Restricted</u>	<u>Total</u>
	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>	<u>Funds</u>
	<u>£</u>	<u>£</u>	<u>£</u>	<u>£</u>
Current assets	2,700	-	-	2,700
Current liabilities	(3,470)	-	-	(3,470)
Net assets at 30 June 2011	<u>(770)</u>	<u>-</u>	<u>-</u>	<u>(770)</u>

The Blackheath Historic Buildings Trust

Notes to the accounts
for the year ended
30 June 2011

10 Movements in funds

	<u>At 1 July</u> <u>2010</u> £	<u>Incoming</u> <u>resources</u> £	<u>Outgoing</u> <u>resources</u> £	<u>Transfers</u> <u>in funds</u> £	<u>At 30 June</u> <u>2011</u> £
<i>Restricted funds:</i>					
Chapel Lighting	19,319	-	(16,546)	(2,773)	-
Old Churchyard Conservation	21,333	-	(44,526)	23,193	-
Total restricted funds	<u>40,652</u>	<u>-</u>	<u>(61,072)</u>	<u>20,420</u>	<u>-</u>
<i>Unrestricted funds</i>					
General fund	2,270	28,511	(11,131)	(20,420)	(770)
Total unrestricted funds	<u>2,270</u>	<u>28,511</u>	<u>(11,131)</u>	<u>(20,420)</u>	<u>(770)</u>
Total funds	<u>42,922</u>	<u>28,511</u>	<u>(72,203)</u>	<u>-</u>	<u>(770)</u>

The Trustees confirm that sufficient funds are available after the year end to pay for accruals due to which the General Fund is overdrawn as at 30 June 2011.

Purposes of Restricted Funds

Chapel Lighting This fund relates to installation of external lighting around Boone's Chapel. Donation has been received from Merchant Taylors' Company for this purpose and the unused money was transferred to General Fund.

Old Churchyard Conservation This fund relates to repair and conservation work done on the Old Churchyard with the aim of transforming it into a public park and teaching and cultural site. This work was financially supported by St Margaret's PCC, London Borough of Lewisham and local residents. Transfers to Old Churchyard Conservation restricted funds from General Fund represent part of unrestricted public donations that were used towards this project.