## FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2007

Dains LLP
Chartered Accountants
St John's Court
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WEDNESDAY



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# THE MOIRA FURNACE MUSEUM TRUST LIMITED INDEX TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2007

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### Reference and Administrative Information

Charity Registration Number

702783

Company Registration Number

2369000

Registered Office

Moıra Furnace

Furnace Lane

Moıra

Swadlincote Derbyshire DE12 6AT

Directors/Trustees

Mr M Walker (Chairman)

Mrs J Adey (Appointed 19/07/2007)

Mrs R Cosgrove Ms A Donegan

Mrs J Flint (Appointed 06/04/2006) Mr A Kirby (Resigned 26/01/2007) Mrs J Preece (Appointed 20/09/2007)

Mr B Waring

Secretary

Mrs R Cosgrove

Accountants

Dains LLP

Chartered Accountants

St John's Court Wiltell Road Lichfield Staffordshire WS14 9DS

Bankers

Lloyds TSB

20 Belvoir Road

Coalville Leicestershire LE67 3QH

Yorkshire Bank 25 New Broadway

Coalville Leicestershire LE6 2XF

## (A Company Limited by Guarantee) TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2007

The Trustees present their report together with the financial statements of the charity for the year ended 31 March 2007. The financial statements have been prepared in accordance with the Accounting Policies set out in note 1, the Statement of Recommended Practice. Accounting and Reporting by Charities (SORP 2005) issued in March 2005 and the Companies Act 1985.

The reference and administrative information on page 1 forms part of this report

## Structure, Governance and Management

#### **Governing Document**

The Moira Furnace Museum Trust is a charitable company limited by guarantee. It was incorporated on 6 April 1989 and registered as a charity on 18 April 1990. The charity was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association. In the event of the company being wound up the members are required to contribute an amount not exceeding £1

#### Recruitment and Appointment of the Board of Directors

The directors of the charitable company are its trustees for the purpose of charity law and under the articles of association are known as members of the Council of Management. The articles of association provide for the appointment of up to 9 directors. New directors are usually identified from amongst museum volunteers. The Moira Furnace Museum Trust Limited strives to ensure that directors have the relevant business and practical experience required.

#### Trustee Induction and Training

The induction process for any newly appointed trustee comprises an initial meeting with the Board of Trustees, at which a pack is provided. This includes a copy of the memorandum and articles of association, copy of the most recent annual report and accounts, copy minutes of previous directors' meetings and a copy of the charity commission guidance 'The Essential Trustee'

### Risk Management

The trustees implement a risk management strategy, which comprises

- An annual review of the risks which the charity may face,
- The establishment of systems and procedures to mitigate those risks identified
- During the year the Trustees have carried out a full review of health & safety risk assessments, fire risk assessments in accordance with new legislation. In addition, the Trustees have reviewed and implemented a child and vulnerable adult protection policy in line with NWLDC policies.

## Organisational Structure

The Council of Management administers the charity Meetings are held regularly throughout the year. The day to day responsibility for running the museum lies with the site manager.

### Objectives and Activities

The main objects of the charity are to provide, establish and preserve facilities in the village of Moira in the District of North West Leicestershire for the purposes of the study of and research into its industry, archaeology, architecture, transportation, social history, natural history and the conservation of its flora and fauna for the benefit and education of the public

## (A Company Limited by Guarantee) TRUSTEES REPORT FOR THE YEAR ENDED 31 MARCH 2007

#### Achievements and Performance

The Directors would like to thank the Site Manager, the staff and volunteers for their commitment and contribution to the continued success of the Trust. Thanks are extended to the Members and Officers of North West Leicestershire District Council, whose support is essential to ensure the continuation of the Trust through financial, administration and technical support. The Trust is also grateful that it has the dedicated support of the local community, other Local Authorities, industry, other Trusts and visitor attractions in all its endeavours to provide a facility that preserves the heritage and nature conservation of the site, whilst also providing a visitor attraction open to all

The site is an important asset for local and national education. The Trust provides educational visit packages to suit a variety of needs from pre-school to Historical Societies. During the period, the Trust commenced a full review of the education pack, which will be completed in the period 2007/2008.

The Business Plan (2006-2009), completed in the previous year, continued to be a focus in developing ideas for the future of the Trust and the site as a whole. The annual review commenced at the end of the period, in close liaison with the officers of the North West Leicestershire District Council

Once again the main event for the year was the Ashby Canal festival, which allows the site to be used in conjunction with other charitable trusts to further the aims of the rewatering of the Ashby Canal, an important element in the future for the Moira Furnace and the locality as a visitor attraction

A number of other events, such as the Morris on Moira, Car Club Rallies, Paranormal Evenings, Band in the Park, etc. were also held. Other regular events include group visits, boat trips, children's activity days and children's parties.

#### Financial Review

The directors are please to report that the financial position at the year end was satisfactory

### **Principal Funding Sources**

The trustees are grateful to North West Leicestershire District Council for their continued support

## Reserves Policy and Plans for the Future

It is the policy of the charity to maintain minimal restricted and unrestricted funds as a result of the majority of funding for the charity being provided to fund expenditure. Unrestricted and restricted funds were maintained at a minimal level throughout the year. The free reserves at the 31 March 2007 totalled £16,994.

The directors have agreed their plans for the future and these are outlined in the 3 year business plan

### Trustees' Responsibilities in Relation to the Financial Statements

Company law requires the Trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company at the balance sheet date and of its incoming resources and application of resources, including income and expenditure for the financial year in preparing those financial statements, the trustees should follow best practice and

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent, and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business

# THE MOIRA FURNACE MUSEUM TRUST LIMITED (A Company Limited by Guarantee) TRUSTEES REPORT

## FOR THE YEAR ENDED 31 MARCH 2007 (Continued)

The Trustees are responsible for keeping accounting records which disclose with reasonable accuracy at any time the financial position of the Charity and enable them to ensure that the financial statements comply with the Companies Act 1985 They are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities

## **Small Company Exemptions**

This report is prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies

Approved by the Board of Trustees on 18 October 2007 and signed on its behalf

M Walker

Chairman

Accountants' report to the Trustees on the Unaudited Accounts of The Moira Furnace Museum Trust Limited

We report on the accounts for the year ended 31 March 2007 set out on pages 6 to 12

### Respective responsibilities of directors and reporting accountants

As described on page 3 the trustees, who are also the directors of The Moira Furnace Museum Trust Limited for the purposes of company law, are responsible for the preparation of the accounts, and they consider that the company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

### Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants, and so our procedures consisted of comparing the accounts with the accounting records kept by the company, and making such limited enquiries of the officers of the company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion

#### Opinion

In our opinion

- a the accounts are in agreement with the accounting records kept by the company under section 221 of the Companies Act 1985,
- b having regard only to, and on the basis of, the information contained in those accounting records
  - the accounts have been drawn up in a manner consistent with the accounting requirements specified in section 249C(6) of the Act, and
  - the company satisfied the conditions for exemption from an audit of the accounts for the year specified in section 249A(4) of the Act as modified by section 249A(5) and did not, at any time within that year, fall within any of the categories of companies not entitled to the exemption specified in section 249B(1)

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Chartered Accountants
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Lichfield
WS14 9DS

Date 18 October 2007

# (A Company Limited by Guarantee) STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 31 MARCH 2007

	Notes	Total Funds 2007 £	Total Funds 2006 £
Incoming Resources Incoming Resources from Generated Fun	ods		
Voluntary Income	3	801	4,500
Activities for generating funds	4	66,662	68,578
Investment Income	5	2,400	2,378
Incoming Resources from Charitable Activities	6	64,167	65,658
Other Incoming Resources		2,062	-
Total Incoming Resources		136,092	141,114
Resources Expended			
Resources Expended	7	137,240	126,465
Total Resources Expended		137,240	126,465
Net Incoming Resources		(1,148)	14,649
Total Funds Brought Forward		22,196	7,547
Total Funds Carried Forward		21,048	22,196

The statement of financial activities includes all gains and losses recognised in the year All amounts derive from continuing activities

# (A Company Limited by Guarantee) BALANCE SHEET AT 31 MARCH 2007

		2007		2	2006	
	Notes	£	£	£	£	
Fixed Assets Tangible Assets	12		4,054		2,917	
Current Assets Stocks Debtors Cash at Bank and in Hand	13	4,224 2,039 26,870 ————————————————————————————————————		4,856 2,335 22,179 ————————————————————————————————————		
Creditors Amounts falling due within 1 year	14	(16,139)		(10,091)		
Net Current Assets			16,994		19,279	
Net Assets			21,048		22,196	
Unrestricted Funds			21,048		22,196	

The financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2005)

For the year ended 31 March 2007, the company was entitled to exemption under section 249A(1) of the Companies Act 1985

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 249B(2)

The directors acknowledge their responsibility for

i) ensuring the company keeps accounting records which comply with section 221, and

preparing accounts which give a true and fair view of the state of affairs of the company as at the year end and of its profit and loss for the financial year in accordance with 226 and which otherwise comply with the requirements of the Companies Act relating to accounts, so far as applicable to the company

ON BEHALF OF THE TRUSTEES

M Walker

Approved by the Trustees on 18 October 2007

## (A Company Limited by Guarantee) NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2007

## Accounting Policies Basis of Accounting

1

These financial statements have been prepared under the historical cost convention, and in accordance with the Statement of Recommended Practice Accounting and Reporting by Charities (SORP 2005) issued in March 2005, the Companies Act 1985 and the Financial Reporting Standard for Smaller Entities (effective January 2005)

The principal accounting policies adopted in the preparation of the financial statements are set out below

## **Incoming Resources Donations and Grants**

Voluntary income including donations and grants that provide core funding or are of a general nature are recognised where there is entitlement, certainty of receipt and the amount can be measured with sufficient reliability. Such income is only deferred when

- The donor specifies that the grant or donation must only be used in future accounting periods, or
- The donor has imposed conditions which must be met before the charity has unconditional entitlement

Grants for the purchase of fixed assets are recognised in full in the Statement of Financial Activities in the period in which they are receivable and are accounted for as restricted funds

### Income from Charitable Activities

Income from charitable activities is recognised as earned

### **Investment Income**

Bank interest receivable and rent receivable is recognised on a receivable basis

### Resources Expended

Resources expended are included in the Statement of Financial Activities on an accruals basis

# (A Company Limited by Guarantee) NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2007 (Continued)

## Tangible Fixed Assets and Depreciation

Fixed assets for charity use are capitalised at cost Depreciation is calculated to write off the cost less their estimated residual value, over their expected useful lives on the following bases

Fixtures, Fittings and Equipment

25% reducing balance basis

## 2 Legal Status

The Moira Furnace Museum Trust Limited is a company limited by guarantee and has no share capital. The liability of each member in the event of winding up is limited to £1

## 3. Voluntary Income

3.	Voluntary Income		
		Total	Total
		2007	2006
		£	£
	Hanson Environmental Fund		3,635
	Donations	801	865
	Donations	001	005
			***
		801	4,500
4	Activities for Generating Funds		
		Total	Total
		2007	2006
		£	£
	Tea Room Income	52,641	50,100
	Shop Income	5,259	7,209
	Other Income	8,762	11,269
		<del></del>	
		66,662	68,578
5.	Investment Income	Total	Total
		2007	2006
		£	£
		*	
	Bank Interest	-	3
	Rent Receivable	2,400	2,375
		2,400	2,378

# (A Company Limited by Guarantee) NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2007 (Continued)

6.	Incoming Resources from Charitable		
	Activities	Total	Total
		2007	2006
		£	£
	Boat Income	3,855	6,179
	Museum Income	2,362	2,939
	Grants receivable subject to Service		
	level agreements -		
	North West Leicestershire District Council	57,950	56,540
		64,167	65 650
		04,107	65,658
7.	Resources Expended		
•	Resources Expended	Total	Total
		2007	2006
		£	£
	Wages and Salaries	69,679	64,195
	Employers National Insurance	3,935	3,648
	Tea Room Purchases	21,472	18,750
	Advertising	3,272	2,238
	Museum Maintenance & Running Costs	9,694	8,038
	Telephone & Internet	1,741	1,531
	Refuse Collection	656	446
	Events Expenditure	190	735
	Postage and Stationery	222	614
	Shop Purchases	3,013	5,058
	Insurance	3,919	3,393
	Sundries	1,821	1,832
	Heat and Light	4,975	2,221
	Rent, Service Charge and Water	8,091	8,770
	Subscriptions	275	411
	Legal and Professional	820	780
	Accountancy	2,114	2,838
	Depreciation	1,351	967
		137,240	126,465
		137,240	120,403

## (A Company Limited by Guarantee) NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2007 (Continued)

8	Net Incoming Resources for the Year		
	3	2007	2006
		£	£
	This is stated after charging -		
	Depreciation	1,351	967
			<del></del>
9.	Staff Costs and Numbers	2007	2006
		£	£
	Salaries and Wages	69,679	64,195
	Employers National Insurance	3,935	3,648
		73,614	67,843

No employee received emoluments of more than £60,000

The average number of employees during the year, calculated on the basis of full time equivalents was as follows

	2007	2006
	£	£
Tea Room	2	2
Shop and Museum	4	4
Total	6	6

#### 10 Trustees Remuneration and Related Party Transactions

No trustee received any remuneration or expenses during the year (2006 - £Nil)

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 (2006 - £Nil)

#### 11 Taxation

As a charity, The Moira Furnace Museum Trust Limited is exempt from tax on income falling within S 505 of the Taxes Act 1988 to the extent that this is applied to its charitable objects. No tax charge arises in respect of the year ended 31 March 2007

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2007 (Continued)

12	Tangible Fixed Assets	Freehold Land	Fixtures Fittings & Equipment	Total
	Cost	£	£	£
	At 1 April 2006	1	4,494	4,495
	Additions	-	2,488	2,488
	At 31 March 2007	1	6,982	6,983
	Accumulated Depreciation			
	At 1 April 2006	-	1,578	1,578
	Charge for the Year	<u>-</u>	1,351	1,351
	As at March 2007	-	2,929	2,929
	Net Book Value			
	31 March 2007	1	4,053	4,054
	31 March 2006	1	2,916	2,917
			2007	2006
13.	Debtors		2007 £	2006 £
	Trade Debtors		258	504
	Prepayments		1,780	1,831
			2,038	2,335
14.	Creditors: Amounts falling due within one year		2007	2006
			£	£
	Trade Creditors		456	756
	Accruals		2,174	1,528
	Other Creditors		13,509	7,807
			16,139	10,091