

THE MAUSOLEA AND MONUMENTS TRUST

REPORT & FINANCIAL STATEMENTS

**For the year ended
31 December 2015**

Company No. 5146698

Charity No. 1106634

MAUSOLEA AND MONUMENTS TRUST
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REFERENCE AND ADMINISTRATIVE DETAILS

Company registration number:	5146698
Charity registration number:	1106634
Registered office:	60, Cowcross St London EC1M 6EJ
Patrons:	Professor James Stevens Curl FSA Tim Knox FSA
Trustees:	Ian Johnson (Chairman from 10 Nov 2015) Alex Bagnall Roger Bowdler Gabriel Byng Ian Dungavell (Appointed 18 Jan 2016) Tim Ellis Robert Heathcote Clifford Hodgetts (Appointed 18 Jan 2016) Carolyn Leigh (Chairman to 10 Nov 2015) Hannah Parham (Resigned 4 Feb 2016) Frances Sands Gavin Stamp Emma Suckling (Resigned 23 April 2015) Charles Wagner
Company secretary:	Robert Heathcote
Bankers:	HSBC Bank plc 17 East St Bridport DT6 3JZ
Independent examiner:	Sue Kowszun BA FCA DChA Harlequin Accounting and Financial Services Ltd Bancroft West Chiltington RH20 2PZ

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REPORT OF THE TRUSTEES

The Trustees of the Mausolea and Monuments Trust (MMT or the Charity) present their Annual Report and Financial Statements for the year ended 31 December 2015. These comply with the governing documents of the Charity, the relevant Statement of Recommended Practice (the Charities SORP 2015), the Financial Reporting Standard for Smaller Entities and the Charities Acts 1993 and 2006.

The Charity is registered with the Charity Commission in England and Wales as Charity No 1106634 and at Companies House as Company No. 5146698.

1. OBJECTS OF THE CHARITY

The objects of MMT are to protect and preserve for the benefit of the public, mausolea and monuments situated within the United Kingdom of Great Britain and Northern Ireland.

The Charity is currently working with Mole Valley District Council in the restoration of the Hope Mausoleum in Dorking Deepdene in Surrey and has previously taken into guardianship the following mausolea:

- The Bateman Mausoleum, Morley, Derbyshire
- The Heathcote Mausoleum, Hursley, Hampshire
- The Wynne Ellis Mausoleum, Whitstable, Kent
- The Nash Mausoleum, Farningham, Kent
- The Guise Mausoleum, Elmore, Gloucestershire
- The Boileau Mausoleum, Ketteringham, Norfolk

2. CHARITABLE ACTIVITIES AND PUBLIC BENEFIT

During the year, the Charity's principal activities in pursuit of its charitable objects were as follows:

- Supporting Mole Valley District Council in raising support and funding for the restoration of the Deepdene estate which contains the Hope mausoleum. Following the success of the Heritage Lottery Fund bid, the Charity has advised on the restoration of the Hope mausoleum and has commissioned appropriate work.
- Continuation of a programme of planned maintenance and restoration of the mausolea which are held by MMT.
- Organising an essay competition to encourage the study and appreciation of historic monuments.
- Organising a student symposium to be held in March 2016. This event will provide an opportunity to hear exciting new research from students and early-career scholars working in our field.
- Redesigning our journal "Mausolus" in order to improve its focus.
- Continuation of the programme of visits and lectures to raise awareness and appreciation of funerary monuments.
- Investigation of the potential for restoration of the Guise Mausoleum.

In preparing their statements on public benefit, contained within this Trustees' Annual Report, the Trustees have, in accordance with s.4 of the Charities Act 2006, considered the Charity Commission's general guidance on public benefit, as well as the specific guidance on public benefit and fee charging.

The Trustees believe that public benefit is provided by the educational and conservation activities of the Charity.

3. OPERATIONAL AND FINANCIAL REVIEW

As stated previously, one of the main activities during the year was supporting the project for the restoration of the Hope mausoleum, the restoration being part of an overall plan by Mole Valley District Council to restore parts of the Deepdene estate. During 2015, following the success of the Heritage Lottery Funding bid, the mausoleum was fully uncovered, repaired and cleaned and the courtyard, gates and railings were reconstructed.

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The project to conserve the Guise Mausoleum remains in its initial stages. Contact has been established with all of the interested parties but the project will be a major one involving careful consideration of the rationale and methods to be adopted in stabilizing this important but ruinous structure. There are likely to be substantial costs involved and the extent of the conservation/ restoration will be dependent upon the generosity of potential donors and sponsors.

Under the maintenance programme, in addition to routine maintenance, a monument at the Heathcote mausoleum in Hursley Hampshire was repaired and the entrance door was repainted.

During 2015 the Trust was also consulted by the Earl FitzWilliam Charitable Trust over the restoration of the Scarisbrick mausoleum at Crossens near Southport. The mausoleum is a Romanesque chapel with a burial chamber below and is of significant architectural, artistic and historical value. The mausoleum has connections with the former occupants of Scarisbrick Hall nearby, the hall having had major works in the 19th century carried out to designs by AWG Pugin. The ownership of the mausoleum is unclear but it is in a poor state of repair and needs urgent action to protect its structure and guarantee its future. The Trust is providing ongoing advice and support.

During the year the Charity's activities were well attended. In April, Peter Britton, one of our members, who has an extensive knowledge of the Oxfordshire Cotswolds, led a group of 19 members who visited notable churches and monuments in that area. The Annual General Meeting in June, held at Highgate Cemetery was attended by 25 members and 10 guests. After the meeting a tour of the cemetery was led by Ian Dungavell, Chief Executive of the Friends of Highgate Cemetery. In November, our Patron, Professor James Stevens Curl gave an illustrated lecture tracing the impact of Reverend Edward Young's work in changing perceptions and attitudes, prompting burial in gardens, and thus creating the images for the first Garden Cemeteries.

Financially, the Charity remains in a healthy position. Total unrestricted assets (principally cash and outstanding Gift Aid claims) amount to £24,473 and a further £2,844 is held against future expenditure for the Hope mausoleum project.

The Charity remains totally dependent upon financial and practical support from its members and other donors and volunteers. The Trustees are deeply grateful for the generosity of all its supporters.

4. OBJECTIVES FOR 2016

In order to continue the charitable activities of the Charity, the Trustees have set the following objectives for 2016:

- Commission further restoration of the Hope mausoleum and host an event to thank all those who supported the project.
- Hold a student symposium to encourage the study and appreciation of historic monuments.
- Increase our membership by wider publicity of our activities and our objectives.
- Update the gazetteer and investigate the potential for publishing the underlying information.
- Continue implementation of the planned maintenance programme for the MMT's mausolea.
- Continue to develop a plan for restoring the Guise mausoleum, which has been in ruins since its collapse approximately 100 years ago.

5. GOVERNANCE & MANAGEMENT

Staff and volunteers

No staff are employed by the Charity, which is entirely reliant upon volunteers.

During the year none of the Trustees received any payment or claimed any expenses (2014: nil)

Trustees

For the purposes of company law, the Trustees shown below are the directors of the company. Trustees are automatically retired upon completion of their term of office but may be eligible for reappointment.

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No director has any beneficial interest in the company. All directors are members of the company and guarantee to contribute £1 in the event of winding up.

New Trustees are identified following a review of the skills and experience needed to oversee and develop the Charity. In addition to considering the relevant skills that each potential Trustee may bring to the Charity, the recruitment process also considers potential conflicts of interest. Following appointment, new Trustees receive a briefing and induction programme as appropriate, using materials supplied by the Charity Commission and other relevant bodies.

Trustees serve for a three-year period after which they may be re-elected for a further term, of no more than three years. The Trustees meet at least four times a year and sub-committees are established to meet as often as necessary to examine specific issues and to make recommendations to the main body of Trustees.

As at 31 December 2015, there were 11 Trustees (2014 12), as follows:

Alex Bagnall
Roger Bowdler
Gabriel Byng
Tim Ellis
Robert Heathcote
Ian Johnson
Carolyn Leigh
Hannah Parham
Frances Sands
Gavin Stamp
Charles Wagner

The Charity's governing documents and policies are reviewed regularly to ensure that they keep pace with developments in best practice. At the AGM in June, the members agreed a Special Resolution updating the Articles of Association with the principal change being to allow electronic communication between Trustees and with members.

Trustees' & directors' responsibilities in the preparation of financial statements

The Trustees (who are also directors of the Charity for the purposes of company law) are responsible for preparing the Trustees' Annual 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 Charity and of the incoming resources and application of resources, including the income and expenditure, of the Charity for that period.

In preparing those financial statements, the Trustees and directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue on that basis.

The Trustees and directors are responsible for keeping proper accounting records that 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 2006. 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.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information on the Charity's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

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Risk Management

The major risks to which the Charity is exposed, as identified by the Trustees, are discussed at Trustee meetings and are reviewed on a regular basis. The Trustees believe that, as far as is practical, these risks are managed in an appropriate manner.

Grant making policy

At present, the Charity only awards grants in support of projects with which it is engaged. During the year grants of £42,616 were made to Mole Valley District Council to fund specific elements of the restoration of the Hope mausoleum

Reserves

The Trustees' policy with regard to reserves is to make suitable expenditure on the ongoing activities of the Charity, whilst maintaining adequate funds to deal with current and medium term needs, and having the necessary provision to deal with unforeseen circumstances.

As at 31 December 2015, the Charity's free reserves (excluding restricted funds) were £24,473 (2014: £21,443). In order to meet unexpected liabilities or appeals for funding, the Trustees believe that the Charity should hold easily accessible reserves of between £15,000 and £20,000 and expect the free reserves to be within, or close to, this range.

Cash Flow

As permitted under the Charities SORP 2015, the Trustees have not prepared a Cash Flow Statement, as this would not provide any material additional information.

Investment powers and policy

The Trustees have the investment powers set out in the Memorandum and Articles of Association to invest in any investments, securities or properties, those monies that the Charity does not immediately need.

Independent examiner

In view of the scale of the Charity's activities and net assets, an independent audit of the financial statements is not required. However, an independent examination has been carried out by Sue Kowszun BA FCA DChA.

Statement of disclosure of information to the Independent Examiner

The Trustees and directors at the date of approval of this Trustees' annual report confirm that, so far as each of them is aware, there is no relevant audit information of which the Charity's independent examiner is unaware, and the Trustees and directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the independent examiner is aware of that information.

By order of the Board



Ian Johnson
Chairman

8 February 2016

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE MAUSOLEA AND MONUMENTS TRUST

I report on the financial statements of the MMT for the year ended 31 December 2015, which are set out on pages 8 to 11.

Respective responsibilities of Trustees and examiner

The Trustees (who are also directors of the company for the purposes of company law) are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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

- examine the financial statements under section 145 of the 2011 Act;
- to follow the procedures laid down in the general directions given by the Charity Commission under section 145 (5)(b) of the 2011 Act; and
- to state whether 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, 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 Charitieshave 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.



Sue Kowszun BA FCA DChA
Harlequin Accounting and Financial Services Ltd
Bancroft
West Chiltonton
RH20 2PZ

8 February 2016

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STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Year ending 31 December			
		2015			2014
		Hope Appeal	Unrestricted	Total	Total
INCOMING RESOURCES					
Incoming resources from generated funds	2				
Membership			9,201	9,201	9,111
Investment income and interest			123	123	311
Gifts, donations and legacies		42,639	3,256	45,895	451
Incoming resources from charitable activities					
Visits and lectures			1,523	1,523	1,725
TOTAL INCOMING RESOURCES		42,639	14,103	56,742	11,598
RESOURCES EXPENDED					
Charitable activities					
Visits and lectures			1,361	1,361	557
Provision of information	3		4,069	4,069	3,366
Restoration and maintenance	4	42,616	3,532	46,148	6,590
Membership of other organisations			130	130	10
Fundraising costs	5		899	899	335
Administration costs	6		869	869	835
Governance costs	7		213	213	163
TOTAL RESOURCES EXPENDED		42,616	11,073	53,689	11,856
NET INCOMING/ (OUTGOING) RESOURCES FOR THE YEAR		23	3,030	3,053	(258)
FUND BALANCES BROUGHT FORWARD		2,821	21,443	24,264	24,522
FUND BALANCES CARRIED FORWARD		2,844	24,473	27,317	24,264

The above results are derived from the Charity's continuing activities.

No separate statement of total recognised gains and losses has been presented as all such gains and losses are included in the statement of financial activities.

The accompanying accounting policies and notes form an integral part of these financial statements.

These unaudited financial statements have been subjected to independent examination. See report on page 7.

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BALANCE SHEETS

		31-Dec	
		2015	2014
	Notes		
CURRENT ASSETS			
Cash at bank and on deposit		26,002	22,908
Prepayments and accrued income	8	1,515	1,556
CURRENT LIABILITIES			
Accruals	9	(200)	(200)
NET CURRENT ASSETS		27,317	24,264
FUNDS			
Restricted Funds	10	2,844	2,821
Unrestricted Funds		24,473	21,443
TOTAL FUNDS		27,317	24,264

For the year ended 31 December 2015 the company was entitled to exemption under section 477 of the Companies Act 2006 relating to small companies.

No members have required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibility for complying with the requirements of the Act with respect to accounting records and for the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

These financial statements on pages 8 to 11 were approved and authorised for issue by the board of Trustees on 8 February 2016 and signed on their behalf by:



Ian Johnson

Chairman

The accompanying accounting policies and notes form an integral part of these financial statements.

These unaudited financial statements have been subjected to independent examination. See report on page 7.

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NOTES TO THE FINANCIAL STATEMENTS

1. PRINCIPAL ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with applicable accounting standards and follow the recommendations in Accounting and Reporting by Charities: Statement of Recommended Practice (the SORP) issued in March 2015, the Charities Act 2011 and the Companies Act 2006. They have been prepared under the historical cost convention. The principal accounting policies of the Charity have remained unchanged from the previous year and are set out below.

Incoming resources

Income for services is recognised by reference to the stage of completion of the transaction at the balance sheet date.

All monetary donations and gifts are included in full in the statement of financial activities when receivable, provided that there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred until the pre-condition has been met.

Revenue grants are credited as incoming resources when they are receivable provided conditions for receipt have been complied with, unless they relate to a specified future period, in which case they are deferred.

Resources expended

Expenditure, which is charged on an accruals basis, is allocated between:

- expenditure incurred directly in the furtherance of the Charity's objectives;
- expenditure incurred directly in the management and administration of the Charity;
- expenditure incurred directly in the effort to publicise the Charity's activities (fundraising and publicity);
- expenditure incurred directly on activities necessary for the Charity to comply with its statutory obligations.

Fund accounting

Restricted funds are those that are to be used for specified purposes laid down by the donor. Expenditure for those purposes is charged to the fund.

Unrestricted funds are those donations and other incoming resources received or generated for expenditure on the general objectives of the Charity.

Taxation

No provision for taxation, deferred or otherwise, has been made in the financial statements of the Charity, as MMT is a charity in accordance with the Charities Act 2011 and is exempt from taxation except for value added tax, provided that income and gains are applied for charitable purposes under S505 of the Income and Corporation Taxes Act 1988 and S145 of the Capital Gains Tax Act 1979.

These unaudited financial statements have been subjected to independent examination. See report on page 7.

2. INCOMING RESOURCES

Where allowable, Gift Aid is reclaimed on membership fees and donations and the amounts receivable as Gift Aid are aggregated with the original membership fee or donation.

3. PROVISION OF INFORMATION

These costs represent the cost of the MMT website plus the cost of producing and distributing the Charity's journal Mausolus, which was redesigned during the year. Costs in 2015 included the cost of distributing the Charity's new leaflet with the journals of other similar organisations.

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4. RESTORATION AND MAINTENANCE

The main activity in 2015 was working with Mole Valley District Council on the restoration of the Hope mausoleum and total costs of £42,616 were incurred on replacing the ironwork, repairing and replacing the courtyard walls, paving the courtyard and cleaning the mausoleum stonework.

Insurance cover is maintained on all the Charity's mausolea and the cost in 2015 amounted to £2,873 (2014: £3,099). In addition, repairs were carried out on masonry at the Heathcote mausoleum (£660).

5. FUNDRAISING COSTS

In order to continue to facilitate online donations but at a lower cost, the Charity terminated its subscription to Just Giving, registered with Virgin Money Giving (£120) and added online payment functionality to the Charity's website (£690).

6. ADMINISTRATION COSTS

Although the Charity does not pay any staff or Trustees, expenses are incurred on office facilities.

7. GOVERNANCE COSTS

The fees of the independent examiner and other costs incurred in compliance with statutory requirements have been classified as Governance costs.

8. ACCRUED CURRENT ASSETS

Net claims for Gift Aid refunds outstanding at 31 December were £514 (2014: £481). The balance on this account relates to prepayment of office rental, insurance premiums and internet domain name registration fees.

9. ACCRUED CURRENT LIABILITIES

The fees of the independent examiner in respect of the 2015 year end are accrued at £200 (2014: £200).

10. RESTRICTED FUNDS

During 2015, donations, grants and fundraising events in support of the Hope project raised £42,639. After significant expense this year, the Charity now holds £2,844 in funds that are restricted to this project.