

THE MAUSOLEA AND MONUMENTS TRUST

REPORT & FINANCIAL STATEMENTS

**For the year ended
31 December 2016**

Company No. 5146698

Charity No. 1106634

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

INDEX

	PAGE
Reference and Administrative details	2
Report of the Trustees	3-6
Report of the examining accountant	7
Statement of financial activities	8
Statement of cash flows	8
Balance sheet	9
Notes to the financial statements	10-12

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

REFERENCE AND ADMINISTRATIVE DETAILS

Company registration number:	5146698
Charity registration number:	1106634
Registered office:	70, Cowcross St London EC1M 6EJ
Patrons:	Professor James Stevens Curl FSA Tim Knox FSA
Trustees:	Ian Johnson (Chairman) Alex Bagnall Roger Bowdler Gabriel Byng Tom Drysdale (Appointed 7 Sept 2016) Ian Dungavell (Appointed 18 Jan 2016) Tim Ellis Robert Heathcote Clifford Hodgetts (Appointed 18 Jan 2016) Carolyn Leigh Hannah Parham (Resigned 4 Feb 2016) Frances Sands Gavin Stamp 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, Mill Road West Chiltington RH20 2PZ

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

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 2016. These comply with the governing documents of the Charity, the relevant Statement of Recommended Practice (the Charities SORP 2015), Financial Reporting Standard 102 and the Charities Act 2011.

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 has recently worked 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 completing the restoration of the Hope mausoleum. This mausoleum sits in the Deepdene estate and, following the success of the Heritage Lottery Fund bid, the Charity raised support and funding and advised on the restoration of the Hope mausoleum, commissioning appropriate work.
- Continuation of the programme of planned maintenance and restoration of the mausolea which are held by MMT.
- Organising a student symposium held in March 2016. This event provided an opportunity to hear exciting new research from students and early-career scholars working in our field.
- 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 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 2016, following the success of the Heritage Lottery Funding bid, the mausoleum was fully repaired and cleaned and the courtyard, gates and railings were reconstructed.

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

The project to conserve the Guise Mausoleum remains in its initial stages. During 2016, the significance of this structure was recognised by the Secretary of State for Culture Media and Sport and the listing was raised to Grade II*. The Charity has established contact 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, the Bateman mausoleum was repaired following theft of some of the flashings. The charity's insurers covered most of the cost of this repair.

During 2016 the Trust was 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 nearby Scarisbrick Hall, the hall having had major works in the 19th century carried out to designs by AWN Pugin. Prior to its restoration, the mausoleum was in a poor state of repair and needed urgent action to protect its structure and to guarantee its future. The Trust is providing ongoing advice and support.

During the year the Charity's events and activities were well attended. Dr Frances Sands, one of the MMT's trustees, co-curated an exhibition at the Soane Museum entitled "Death & Memory: Soane and the Architecture of Legacy" and in February members of the charity were invited to a private viewing. In March we held the inaugural MMT Student Symposium which provided an opportunity to hear exciting new research from students and early-career scholars working in our field. In May there was a joint study day with members of the Church Monuments Society discussing the architecture of mausolea and their monuments. The Annual General Meeting in June was held in Brompton Cemetery Chapel and was followed by a guided tour of the cemetery, led by Robert Stephenson, Chairman of the Friends of Brompton Cemetery. In July there was a joint event with the York Georgian Society, visiting several North Yorkshire mausolea including that at Castle Howard. In September members of the Charity attended the official opening of the Deepdene, including the Hope mausoleum and finally, in November, there was a lecture and tour of the Frederick Paine Museum in Kingston.

Financially, the Charity remains in a healthy position. Total unrestricted assets (principally cash and outstanding Gift Aid claims) amount to £24,732 (2015: £24,473).

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 2017

In order to continue the charitable activities of the Charity, the Trustees have set the following objectives for 2017:

- Continue to develop a plan for restoring the Guise mausoleum, which has been in ruins since its collapse approximately 100 years ago.
- 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 the implementation of the planned maintenance programme for the MMT's mausolea.
- Implement a legacy scheme to secure future funding for the Charity
- Organise visits to mausolea and related buildings and monuments within our geographical remit
- Consider further educational events such as the 2016 Student Symposium.

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 (2015: nil). One trustee reclaimed expenses of £16 (2015: none, nil)

MAUSOLEA AND MONUMENTS TRUST

ANNUAL REPORT AND FINANCIAL STATEMENTS

For the year ended 31 December 2016

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.

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 2016, there were 13 Trustees (2015: 11), as follows:

Alex Bagnall	Roger Bowdler
Gabriel Byng	Tom Drysdale
Ian Dungavell	Tim Ellis
Robert Heathcote	Clifford Hodgetts
Ian Johnson	Carolyn Leigh
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.

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 applicable law. 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.

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

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 £2,844 were made to Mole Valley District Council to fund the final elements of the restoration of the Hope mausoleum (2015: £42,616 to Mole Valley District Council).

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 2016, the Charity's free reserves were £24,732 (2015: £24,473). 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.

Going Concern

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements

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, neither an independent audit nor an independent examination of the Financial Statements is required. However, the Trustees have resolved to have an independent examination and this 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

16 February 2017

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

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 2016, which are set out on pages 8 to 12.

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) but have resolved that an independent examination be carried out.

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 130 of the Companies Act 2011; and
 - to prepare financial statements which accord with the accounting records, comply with the accounting requirements of section 130 of the Companies Act 2011 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, Mill Road
West Chiltonington
RH20 2PZ

19 February 2017

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

STATEMENT OF FINANCIAL ACTIVITIES

		Year ending 31 December			
		2016			2015
	Notes	Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
INCOME					
Donations	2		9,874	9,874	55,096
Income from charitable activities					
Visits and lectures			2,749	2,749	1,523
Investment income	3		118	118	123
TOTAL INCOME		-	12,741	12,741	56,742
EXPENDITURE					
Costs of raising funds	4		25	25	899
Expenditure on charitable activities	5	2,844	12,457	15,301	52,790
TOTAL EXPENDITURE		2,844	12,482	15,326	53,689
NET INCOME (EXPENDITURE) AND MOVEMENT IN FUNDS		(2,844)	259	(2,585)	3,053
TOTAL FUNDS BROUGHT FORWARD		2,844	24,473	27,317	24,264
TOTAL FUNDS CARRIED FORWARD		-	24,732	24,732	27,317

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.

STATEMENT OF CASH FLOWS

		Year ending 31 December			
		2016			2015
		Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
CASH FLOWS					
Net cash provided/ (used in) operating activities	8	(2,844)	218	(2,626)	2,971
Interest from investments			118	118	123
CHANGE IN CASH AND CASH EQUIVALENTS		(2,844)	336	(2,508)	3,094
CASH AND CASH EQUIVALENTS AT START OF YEAR		2,844	23,158	26,002	22,908
CASH AND CASH EQUIVALENTS AT END OF YEAR	9	-	23,494	23,494	26,002

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.

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

BALANCE SHEETS

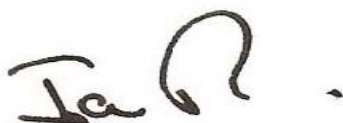
		31-Dec	
		2016	2015
	Notes		
CURRENT ASSETS			
Cash at bank and on deposit		23,494	26,002
Prepayments and accrued income	10	1,488	1,515
CURRENT LIABILITIES			
Accruals	11	(250)	(200)
NET CURRENT ASSETS		24,732	27,317
FUNDS			
Restricted Funds	12		2,844
Unrestricted Funds		24,732	24,473
TOTAL FUNDS		24,732	27,317

For the year ended 31 December 2016 the company was entitled to exemption from audit 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 and notes on pages 8 to 12 were approved and authorised for issue by the board of Trustees on 16 February 2017 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.

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

NOTES TO THE FINANCIAL STATEMENTS

1. PRINCIPAL ACCOUNTING POLICIES

a) Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with “Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)”. They also comply with the Charities Act 2011 and the Companies Act 2006.

MMT meets the definition of a public benefit entity under FRS 102.

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

The principal accounting policies of the Charity have remained unchanged from the previous year and are set out below.

b) Income

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 received, 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.

Interest on funds on deposit is included when receivable.

c) Expenditure

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.

d) 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.

e) 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 S252 of the Taxation of Chargeable Gains Act 1992.

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

2. DONATIONS

	Year ending 31 December	
	2016 Unrestricted & Total Funds	2015 Total Funds
Membership	9,843	9,201
Gifts and donations	31	45,895
TOTAL DONATIONS	9,874	55,096

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.

During 2015 donations of £45,895 were received, of which £42,639 was restricted to the restoration of the Hope mausoleum.

3. INVESTMENT INCOME

Investment income of £118 (2015: £123) arose from money held in interest-bearing accounts.

4. COST OF RAISING FUNDS

Fundraising costs have been significantly reduced by the increased use of the website for online payments and the termination of the subscription to Just Giving.

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Notes	Year ending 31 December			2015 Total Funds
		2016 Restricted Funds	2016 Unrestricted Funds	2016 Total Funds	
Visits and lectures			2,230	2,230	1,361
Protection, restoration and maintenance		2,844	3,550	6,394	46,148
Provision of information			4,643	4,643	4,069
Membership of other organisations			152	152	130
Support costs	6		1,619	1,619	869
Governance costs	7		263	263	213
TOTAL EXPENDITURE ON CHARITABLE ACTIVITIES		2,844	12,457	15,301	52,790

In 2016 work continued with Mole Valley District Council on the restoration of the Hope mausoleum and a final grant of £2,844 was made towards the costs of completing this restoration.

Insurance cover is maintained on all the Charity's mausolea and the cost in 2016 amounted to £3,033 (2015: £2,873). Following theft of lead from the roof of the Bateman mausoleum, repairs costing £1,650 were carried out and £1,400 of this was recovered from the insurers.

The costs shown above for Provision of Information represent the cost of the MMT website, communicating with members and the cost of producing and distributing the Charity's journal Mausolus. Costs in 2016 included additional costs for upgrading the Charity's website in order to facilitate online booking of events and the membership database was enhanced to improve the ease of communication with members.

MAUSOLEA AND MONUMENTS TRUST
ANNUAL REPORT AND FINANCIAL STATEMENTS
For the year ended 31 December 2016

6. SUPPORT COSTS

Although the Charity does not pay any staff or Trustees, expenses are incurred on office facilities and during 2016 £500 was spent on replacing office equipment and digitising the Charity's records.

7. GOVERNANCE COSTS

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

8. RECONCILIATION OF NET INCOME/(EXPENDITURE) TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Year ending 31 December			
	2016			2015
	Restricted Funds	Unrestricted Funds	Total Funds	Total Funds
Net income (expenditure) per the statement of financial activities	(2,844)	259	(2,585)	3,053
Adjustments for:				
Interest from investments		(118)	(118)	(123)
Decrease in debtors		27	27	41
Increase in creditors		50	50	
NET CASH PROVIDED BY OPERATING ACTIVITIES	(2,844)	218	(2,626)	2,971

9. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Year ending 31 December	
	2016	2015
	Unrestricted & Total Funds	Total Funds
Cash at bank	3,825	5,450
Notice Deposits (less than 3 months)	19,669	20,552
TOTAL CASH AND CASH EQUIVALENTS	23,494	26,002

10. ACCRUED CURRENT ASSETS

Net claims for Gift Aid refunds outstanding at 31 December were £470 (2015: £514). The balance on this account relates to interest receivable, the prepayment of office rental and prepayment of insurance premiums.

11. ACCRUED CURRENT LIABILITIES

The fees of the independent examiner in respect of the 2016 year end are accrued at £250 (2015: £200).

12. RESTRICTED FUNDS

At 31 December 2015 the Charity held £2,844 in funds that were restricted to the restoration of the Hope mausoleum. No further income for this project was received in 2016 and the remaining funds were spent on the completion of this project.