

THE MAUSOLEA AND MONUMENTS TRUST

REPORT & FINANCIAL STATEMENTS

**For the year ended
31 December 2017**

Company No. 5146698

Charity No. 1106634

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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 (Resigned 8 July 2017) Gabriel Byng Tom Drysdale Ian Dungavell Tim Ellis Mike Fox (Appointed 23 November 2017) Robert Heathcote Clifford Hodgetts (Resigned 22 April 2017) Amy Jeffs (Appointed 24 April 2017) Carolyn Leigh Frances Sands Gavin Stamp (Resigned 22 December 2017) 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

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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 2017. 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 the Earl FitzWilliam Charitable Trust (EFCT) in the restoration of the Scarisbrick Mausoleum at Crossens, near Formby and in developing a strategy for its future care.
- Continuation of the programme of planned maintenance and restoration of the mausolea which are held by MMT.
- Launch of a legacy scheme to increase our future assets.
- 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.
- Adding signs to the mausolea, confirming the Charity's ownership.

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

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.

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The EFCT completed the restoration of the Scarisbrick Mausoleum during the year and MMT is continuing to provide support in achieving the principal aim of ensuring future care of that mausoleum.

During 2017 a great deal of attention and work has been focused on the Heathcote Mausoleum which is still suffering from squirrel damage to its lead roof. In conjunction with the Parochial Church and Parish Councils at Hursley and with the support of Winchester City Council, overhanging trees have been cut back and repairs are scheduled for early January 2018. It is hoped that the cutting back of the trees will solve or, at least, reduce the problem.

During the year the Charity's events and activities were well attended:

- In May, Ian Dungavell led a visit to Newman Brothers' Coffin Furniture Works in Birmingham. This is an exceptionally rare survival of a nineteenth-century Birmingham metal-working factory which operated from purpose built premises in the Jewellery Quarter for over a century. When the doors finally closed in 1998 after a long period of decline, the building was left as an extraordinary time capsule.
- The AGM in July took place at West Norwood cemetery and included a guided tour of the cemetery.
- In August, chairman Ian Johnson led a visit to Great Witley Church and Witley Court, Worcestershire. Great Witley Church is one of the UK's finest baroque churches with an interior designed by James Gibbs and a fine monument by Rysbrack. Members were also given a guided tour of Witley Court and Gardens. A disastrous fire of 1937 destroyed one of England's greatest country houses but left dramatic ruins and elaborate parterre gardens and monumental fountains.
- In November, trustee Gavin Stamp and former trustee Roger Bowdler presented a lecture on the great Croat artist Ivan Mestrovic (1883-1962). Mestrovic is widely regarded as one of the great sculptors of the 20th century and the lecture showed examples of his work from war memorials to the most intimate of family burial places and revealed some work of great power and poignant beauty

Financially, the Charity remains in a healthy position. Total unrestricted assets (principally cash and outstanding Gift Aid claims) amount to £23,087 (2016: £24,732).

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 2018

In order to continue the charitable activities of the Charity, the Trustees have set the following objectives for 2018:

- Continue to develop a plan for restoring the Guise mausoleum, which has been in ruins since its collapse approximately 100 years ago.
- Work with EFCT to ensure the future of the Scarisbrick mausoleum.
- Continue to provide support to owners of mausolea of significant historical and architectural interest.
- Increase our membership by wider publicity of our activities and our objectives, and through signage to publicise our ownership of mausolea.
- Update the gazetteer and investigate the potential for publishing the underlying information.
- Continue the maintenance programme for our mausolea.
- Organise visits to mausolea and related buildings and monuments within our geographical remit
- Consider further educational events such as the 2016 Student Symposium which we organised.

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 (2016: nil) and four trustees reclaimed expenses totalling £537 (2016: one, £16). Apart from £40 reclaimed by two Trustees as the cost of attending Trustee meetings (2016: one £16), the balance was incurred entirely in travel to mausolea in order to advise on restoration and conservation.

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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 2017, there were 12 Trustees (2016: 13), as follows:

Alex Bagnall	Charles Wagner
Tom Drysdale	Gabriel Byng
Tim Ellis	Ian Dungavell
Robert Heathcote	Mike Fox
Ian Johnson	Amy Jeffs
Frances Sands	Carolyn Leigh

At the end of the year on December 29th Gavin Stamp died. Gavin had been unwell for some time and had resigned as a trustee just a few days earlier in December. He had been a trustee since 2010 and, over the years, had given valuable guidance and great support to the Trust, a contribution which will be missed enormously.

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.

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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.

The Charity's governing documents and policies are reviewed regularly to ensure that they keep pace with developments in best practice.

Grant making policy

At present, the Charity only awards grants in support of projects with which it is engaged and no grants were made during 2017. (2016: grants of £2,844 were made to Mole Valley District Council to fund the final 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 2017, the Charity's free reserves were £23,087 (2016: £24,732). 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 Charity 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

20 March 2018

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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 2017, 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 Chiltington
RH20 2PZ

28 March 2018

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STATEMENT OF FINANCIAL ACTIVITIES

	Notes	Year ending 31 December	
		2017	2016
		Unrestricted & Total Funds	Total Funds
INCOME			
Donations	2	9,849	9,874
Income from charitable activities			
Visits and lectures		940	2,749
Investment income	3	31	118
TOTAL INCOME		10,820	12,741
EXPENDITURE			
Costs of raising funds	4	483	25
Expenditure on charitable activities	5	11,982	15,301
TOTAL EXPENDITURE		12,465	15,326
NET INCOME (EXPENDITURE) AND MOVEMENT IN FUNDS		(1,645)	(2,585)
TOTAL FUNDS BROUGHT FORWARD		24,732	27,317
TOTAL FUNDS CARRIED FORWARD		23,087	24,732

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

	Notes	Year ending 31 December	
		2017	2016
		Unrestricted & Total Funds	Total Funds
CASH FLOWS			
Net cash provided/ (used in) operating activities	8	(1,688)	(2,626)
Interest from investments		31	118
CHANGE IN CASH AND CASH EQUIVALENTS		(1,657)	(2,508)
CASH AND CASH EQUIVALENTS AT START OF YEAR		23,494	26,002
CASH AND CASH EQUIVALENTS AT END OF YEAR	9	21,837	23,494

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

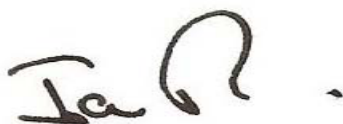
		31-Dec	
		2017	2016
	Notes		
CURRENT ASSETS			
Cash at bank and on deposit		21,837	23,494
Prepayments and accrued income	10	1,599	1,488
CURRENT LIABILITIES			
Accruals	11	(349)	(250)
NET CURRENT ASSETS		23,087	24,732
FUNDS			
Restricted Funds	12		2,844
Unrestricted Funds		23,087	24,732
TOTAL FUNDS		23,087	24,732

For the year ended 31 December 2017 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 20 March 2018 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

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.

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2. DONATIONS

	Year ending 31 December	
	2017	2016
	Unrestricted & Total Funds	Total Funds
Membership	9,578	9,843
Gifts and donations	271	31
TOTAL DONATIONS	9,849	9,874

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. INVESTMENT INCOME

Investment income of £31 (2016: £118) arose from money held in interest-bearing accounts.

4. COST OF RAISING FUNDS

Fundraising costs include the costs of launching a legacy appeal and distributing our membership leaflet in with the publication of the journal of the Society of Architectural Historians of Great Britain.

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Notes	Year ending 31 December	
		2017	2016
		Unrestricted & Total Funds	Total Funds
Visits and lectures		629	2,230
Protection, restoration and maintenance		5,739	6,394
Provision of information		4,065	4,643
Membership of other organisations		152	152
Support costs	6	1,134	1,619
Governance costs	7	263	263
TOTAL EXPENDITURE ON CHARITABLE ACTIVITIES		11,982	15,301

Insurance cover is maintained on all the Charity's mausolea and the cost in 2017 amounted to £3,309 (2016: £3,033). The costs for Protection, restoration and maintenance have reduced from the levels of 2016, with the completion of the Hope project.

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.

6. SUPPORT COSTS

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

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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 EXPENDITURE TO NET CASH FLOW FROM OPERATING ACTIVITIES

	Year ending 31 December	
	2017	2016
	Unrestricted & Total Funds	Total Funds
Net expenditure per the statement of financial activities	(1,645)	(2,585)
Adjustments for:		
Interest from investments	(31)	(118)
(Increase)/ Decrease in debtors	(111)	27
Increase in creditors	99	50
NET CASH OUTFLOW FROM OPERATING ACTIVITIES	(1,688)	(2,626)

9. ANALYSIS OF CASH AND CASH EQUIVALENTS

	Year ending 31 December	
	2017	2016
	Unrestricted & Total Funds	Total Funds
Cash at bank	2,075	3,825
Notice Deposits (less than 3 months)	19,762	19,669
TOTAL CASH AND CASH EQUIVALENTS	21,837	23,494

10. ACCRUED CURRENT ASSETS

Net claims for Gift Aid refunds outstanding at 31 December were £635 (2016: £470). The balance on this account relates to interest receivable and the prepayment of insurance premiums.

11. ACCRUED CURRENT LIABILITIES

The fees of the independent examiner in respect of the 2017 year end are accrued at £250 (2016: £250).

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 or 2017 and the remaining funds were spent on the completion of this project in 2016.