COMPANY REGISTRATION NUMBER: 03226191 CHARITY REGISTRATION NUMBER: 1057601

Great Yarmouth Minster Preservation Trust Company Limited by Guarantee Unaudited Financial Statements 31st December 2020



Company Limited by Guarantee

Financial Statements

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Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report)

Year ended 31st December 2020

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31st December 2020.

Preparation of the financial statements

The financial statements have been prepared in accordance with the accounting policies set out in notes to the financial statements and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and 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 published on 16 July 2014.

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) (continued)

Year ended 31st December 2020

Reference and administrative details

Registered charity name

Great Yarmouth Minster Preservation Trust

Charity registration number

1057601

Company registration number 03226191

Principal office and registered

office

74 Marine Parade

Gorleston

Great Yarmouth

Norfolk **NR31 6EZ**

The trustees

Dr P P Davies (Chairman)

Mr H G Sturzaker MBE (Vice Chairman)

Lady S Leicester (Patron) (Retired 20 January 2021)

Mr H G Cator OBE (President)

Mr M C M Boon Mr E J Carter

The Rt Hon. Lord Somerleyton

Mr A T B Jones Mr R S Kina MBE Mr D McDermott Ms S E McCullough

Mr I C Miller Mr J W Newman Mr C Smith Mr C W Stanley

Canon Rev'd S W J Ward

Mr J M Burroughs Mr R E Price MBE Mr M J Muskett MBE

Mr P G Scott (Appointed 20January 2021) Mr R Johnson (Appointed 20 January 2021) Mr P A G Wells (Appointed 20 January 2021)

Company secretary

Ms S E McCullough

Accountants

Stephenson Smart (East Anglia) Limited

Chartered accountants **East Coast House**

Galahad Road, Beacon Park

Gorleston

Great Yarmouth

Norfolk **NR31 7RU**

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) (continued)

Year ended 31st December 2020

Structure, governance and management

Governing document

Great Yarmouth Minster Preservation Trust is a company limited by guarantee and a registered charity governed by its Memorandum and Articles of Association. It was incorporated on 17 July 1996.

Recruitment, appointment and training of Trustees

Trustees shall be persons who through residence, occupation, employment or otherwise have special knowledge of the area of benefit or who otherwise able by virtue of their personal or professional qualifications to make a contribution to the pursuit of the objects of the charity.

On appointment, Trustees are provided with copies of:

- a) The Memorandum and Articles of Association
- b) Charities Commission Guidelines "The Essential Trustee What you need to know"
- c) A copy of the latest full accounts

In addition, the Trustees are encouraged to read Charity Commission and other newsletters and to attend courses designed to keep them abreast of their duties and responsibilities.

Risk appraisal

The Trustees have reviewed the major risks to the charity in accordance with the Statement of Recommended Practice and do not consider there to be any significant matters of concern.

Trustees

The Trustees are directors within the meaning of the Companies Act 2006. During the year under review, the Trustees were as listed on page 1.

In accordance with the Articles of Association all the Trustees will retire at the Annual General meeting and, being eligible, will offer themselves for re-election.

The Trustees are responsible for the preparation of the annual accounts. The Trustees consider that neither an audit nor an independent examination is required for this year under the Charities Act 2011.

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) (continued)

Year ended 31st December 2020

Objectives and activities

The Trust is a secular organisation. Its principal objectives are to restore, repair and maintain, for the benefit of the public, the fabric of St Nicholas Church (The Minster) Great Yarmouth. The fabric of the Minster includes the building, fixtures, organ and any other area which the Trustees deem to be appropriate.

Public benefit

As set out in the primary objective, the work carried out by the Trust is for the benefit of the public of Great Yarmouth and Norfolk as a whole. Its work conserves the St Nicholas Church through restoration and repair, and maintains the building.

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities.

Achievements and performance

We are all aware that Covid-19 has had an unprecedented impact on the working environment. Our focus during this difficult time has been on taking the steps necessary to safeguard the health and safety of the community in which we operate. All fundraising activates due to be held during the year were therefore cancelled. It is anticipated that fundraising events will be resumed in 2021, once we can safely resume our planned activates.

Income from fundraising events and collections amounts to £Nil (2019 - £9,060).

Financial review

The Trust had net incoming resources in the year totalling £6,265 as shown on page 7 of the accounts. The Trustees consider the results for the year and the year end position to be satisfactory.

Reserves policy

The reserves fund represents both unrestricted funds arising from past operating results and designated funds set aside by the Trustees for future projects. Restricted funds are where funds have been received for a specific purpose and are utilised accordingly.

At the year end the charity has unrestricted funds of £94,004, designated funds of £75,000 and restricted funds of £103,174. The charity's policy is to match applicable expenditure to its restricted income, with any shortfall being made good from unrestricted funds.

Plans for future periods

The Trust plans to continue with its current strategy, in particular raising money for the restoration of the organ.

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) (continued)

Year ended 31st December 2020

Small company provisions

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 13th May 2021 and signed on behalf of the board of trustees by:

Dr P P Davies (Chairman)

Trustee

Mr M J Muskett MBE

Trustee

Company Limited by Guarantee

Chartered Accountant's Report to the Board of Trustees on the Preparation of the Unaudited Statutory Financial Statements of Great Yarmouth Minster Preservation Trust

Year ended 31st December 2020

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Great Yarmouth Minster Preservation Trust for the year ended 31st December 2020, which comprise the statement of financial activities (including income and expenditure account), statement of financial position and the related notes from the charity's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at www.icaew.com/en/members/regulations-standards-and-guidance.

This report is made solely to the board of trustees of Great Yarmouth Minster Preservation Trust, as a body, in accordance with the terms of our engagement letter dated 10th May 2018. Our work has been undertaken solely to prepare for your approval the financial statements of Great Yarmouth Minster Preservation Trust and state those matters that we have agreed to state to you, as a body, in this report in accordance with ICAEW Technical Release 07/16 AAF as detailed at www.icaew.com/compilation. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Great Yarmouth Minster Preservation Trust and its board of trustees, as a body, for our work or for this report.

It is your duty to ensure that Great Yarmouth Minster Preservation Trust has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and profit of Great Yarmouth Minster Preservation Trust. You consider that Great Yarmouth Minster Preservation Trust is exempt from the statutory audit requirement for the year.

We have not been instructed to carry out an audit or a review of the financial statements of Great Yarmouth Minster Preservation Trust. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

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STEPHENSON SMART (EAST ANGLIA) LIMITED Chartered accountants

East Coast House Galahad Road, Beacon Park Gorleston Great Yarmouth Norfolk NR31 7RU

13th May 2021

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31st December 2020

		Unrestricted	2020 Restricted		2019
	Note	funds £	funds £	Total funds £	Total funds £
Income and endowments	•				
Donations and legacies	5	2,392	4,390	6,782	21,713
Investment income	6	1,644		1,644	2,060
Total income		4,036	4,390	8,426	23,773
Expenditure Expenditure on raising funds: Costs of raising donations and					
legacies	7	(15)	_	(15)	1,680
Expenditure on charitable activities Other expenditure	8,9 10	2,176 —	_	2,176 -	5,043 300
,					
Total expenditure		2,161		2,161	7,023
Net income and net movement in fu	ınds	1,875	4,390	6,265	16,750
Reconciliation of funds					
Total funds brought forward		167,129	98,784	265,913	249,163
Total funds carried forward		169,004	103,174	272,178	265,913

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

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The notes on pages 9 to 16 form part of these financial statements.

Company Limited by Guarantee

Statement of Financial Position

31st December 2020

		2020) 	2019
	Note	£	£	£
Fixed assets Tangible fixed assets	14		19,470	21,633
Current assets Debtors	15	1,485		2,083
Cash at bank and in hand		251,223		254,197
		252,708		256,280
Creditors: amounts falling due within one year	16			12,000
Net current assets			252,708	244,280
Total assets less current liabilities			272,178	265,913
Net assets			272,178	265,913
Funds of the charity				
Restricted funds			103,174	98,784
Unrestricted funds			169,004	167,129
Total charity funds	17		272,178	265,913

For the year ending 31st December 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

These financial statements were approved by the board of trustees and authorised for issue on 13th May 2021 and are signed on behalf of the board by:

Dr P P Davies (Chairman) Trustee

The notes on pages 9 to 16 form part of these financial statements.

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31st December 2020

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is 74 Marine Parade, Gorleston, Great Yarmouth, Norfolk, NR31 6EZ.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis. The financial statements are prepared in sterling, which is the functional currency of the entity.

Going concern

There are no material uncertainties about the charity's ability to continue.

Fund accounting

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

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

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

Incoming resources

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- investment income is included when receivable

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 31st December 2020

3. Accounting policies (continued)

Resources expended

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

- a) Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can directly allocated to such activities and those cost of an indirect nature necessary to support them.
- b) All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designated to reflect the use of the resource. Cost relating to a particular activity are allocated directly, others are apportioned on an appropriate basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Hauptwerk organ system

10% reducing balance

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 31st December 2020

3. Accounting policies (continued)

Impairment of fixed assets (continued)

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised. Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

4. Limited by guarantee

The charity is a company limited by guarantee and does not have any share capital. The liability of each member in the event of winding up is limited to £1.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Donations and legacies	1,289	4,390	5,679
Gift aid	1,103	_	1,103
Income from third party events and collections	_	_	· –
	2,392	4,390	6,782

Company Limited by Guarantee

Notes to the Financial Statements (continued)

5.	Donations and legacies (continued)				
			Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
	Donations Donations and legacies Gift aid		4,770 383	7,500 –	12,270 383
	Income from third party events and colle	ections	9,060	7,500	9,060 21,713
6.	Investment income				
•		Funds £	Total Funds 2020 £	Funds £	2019 £
	Bank interest receivable	1,644	1,644	2,060	2,060
7.	Costs of raising donations and legacion	es			
		Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
	Costs of generating income - Fund raising costs	(15)	(15)	1,680	<u>1,680</u> .
8.	Expenditure on charitable activities by	y fund type			
	. Support costs	Unrestricted Funds £ 2,176	Total Funds 2020 £ 2,176	Funds £	Total Funds 2019 £ 5,043
	Support costs	2,176	2,176	5,043	5,043
9.	Expenditure on charitable activities by	y activity type	•		
			Support costs £	Total funds 2020 £	Total fund 2019 £
	Restoration activities		2,176	2,176 ——	<u>5,043</u>
10.	Other expenditure				
	Contribution to organ scholarship	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £ 300	Total Funds 2019 £ 300

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 31st December 2020

11.	Net income		
	Net income is stated after charging/(crediting):	2022	2040
		2020 ·	2019 £
	Depreciation of tangible fixed assets	2,163	367

12. Independent examination fees

No fees were charged for the independent examination of the financial statements.

13. Trustee remuneration and expenses

No payment was made to any of the trustees during the current or previous year.

No remuneration or expenses were paid to any of the trustees during the current or previous year.

There were no other employees during the current or previous year.

14. Tangible fixed assets

		Equipment £	Total £
	Cost		
	At 1st January 2020 and 31st December 2020	22,000	22,000
	Depreciation		-
	At 1st January 2020	367	367
	Charge for the year	2,163	2,163
	At 31st December 2020	2,530	2,530
	Carrying amount At 31st December 2020	19,470	19,470
	At 31st December 2019	21,633	21,633
15.	Debtors .		
		2020	2019
	Other debtors	£ 1 495	£ 2.083
	Other debitors	1,485	

Included within debtors is an amount of £Nil (2019 - £1,700) in respect of restricted donations pledged prior to the year end in respect of the organ restoration, which were subsequently banked after the year end.

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 31st December 2020

16. Creditors: amounts falling due within one year

The creditor of £12,000 in 2019 relates to costs incurred in respect of the purchase of the Hauptwerk organ system.

17. Analysis of charitable funds

Unrestricted funds

General fund	At 1st January 2020 £ 92,129	Income £ 4,036	Expenditure £ (2,161)	Transfers £	At 31st December 2020 £ 94,004
Designated fund re organ restoration	75,000	_	_	_	75,000
•	167,129	4,036	(2,161)		169,004
Constal for d	At 1st January 2019 £	Income £	Expenditure £	Transfers £	At 31 st December 2019 £
General fund Designated fund re organ restoration	82,879 75,000	16,273	(7,023) –	-	92,129 75,000
	157,879	16,273	(7,023)		167,129

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 31st December 2020

17. Analysis of charitable funds (continued)

Restricted funds

	At 1st January 2020 £	Income £	Expenditure £	Transfers £	At 31st December 2020 £
Pinnacles fund	-	_	_	_	_
Organ restoration fund	98,784	4,390	_	_	103,174
	98,784	4,390			103,174
	At 1st January				At 31st December
	2019	Income	Expenditure	Transfers	2019
	£	£	£	£	£
Pinnacles fund	2,022	_	_	(2,022)	_
Organ restoration fund	89,262	7,500	_	2,022	98,784
	91,284	7,500			98,784

The purpose of the restricted funds are as follows:-

The Pinnacles fund was used for the maintenance and repair of the pinnacles. As the repairs to the pinnacles had been completed, in 2019 the trustees agreed that the balance remaining of £2,022 should be transferred to the Organ restoration fund.

The Organ restoration fund is used for the restoration of the organ.

The Clock restoration fund was used for the restoration of the clock.

18. Analysis of net assets between funds

	Unrestricted	Restricted	Total Funds
	Funds	Funds	2020
	£	£	£
Tangible fixed assets	19,470	_	19,470
Current assets	149,534	103,174	252,708
Creditors less than 1 year	-	_	_
Net assets	169,004	103,174	272,178
	Unrestricted	Restricted	Total Funds
	Unrestricted Funds	Restricted Funds	Total Funds 2019
Tangible fixed assets	Funds	Funds	2019
Tangible fixed assets Current assets	Funds £	Funds	2019 £
•	Funds £ 21,633	Funds £	2019 £ 21,633
Current assets	Funds £ 21,633 157,496	Funds £	2019 £ 21,633 256,280

Company Limited by Guarantee

Notes to the Financial Statements (continued)

Year ended 31st December 2020

19. Related parties

There were no transactions with related parties during the current and previous year that are required to be disclosed.

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anagement Information	
ear ended 31st December 2020	
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The following pages do not for	rm part of the financial statements.
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Company Limited by Guarantee

Detailed Statement of Financial Activities

	2020 £	2019 £
Income and endowments	~	~
Donations and legacies		
Donations and legacies	5,679	12,270
Gift aid	1,103	383
Income from third party events and collections		9,060
	6,782	21,713
Investment income		
Bank interest receivable	1,644	<u>2,060</u>
Total income	8,426	23,773
Expenditure		
Costs of raising donations and legacies	(45)	4 600
Purchases	<u>(15)</u>	<u>1,680</u>
Expenditure on charitable activities		
Repairs and maintenance	_	4,650
Other office costs Depreciation	13 2,163	26 367
Depreciation		
	2,176	<i>5,043</i>
Other expenditure		
Contribution to organ scholarship		300
Total expenditure	2,161	7,023
Not income	- <u> </u>	16.750
Net income	<u>6,265</u>	16,750

Company Limited by Guarantee

Notes to the Detailed Statement of Financial Activities

Costs of raising donations and legacies	2020 £	2019 £
Costs of generating income - Fund raising costs Costs of generating voluntary income	(15)	1,680
Costs of raising donations and legacies	<u>(15)</u>	1,680
Expenditure on charitable activities Restoration activities Support costs		
Restoration costs	_	4,650
Administration costs	13	²⁶
Depreciation	2,163	367
	2,176	5,043
Expenditure on charitable activities	2,176	<u>5,043</u>