

Company registration number: 06754592

Charity registration number: 1135860

A M Challis Trust Ltd

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 December 2017

Tim Phillips & Co Ltd
Accountants
Cart House 2
Copley Hill Business Park
Cambridge Road
Babraham
Cambridge
CB22 3GN



A M Challis Trust Ltd

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A M Challis Trust Ltd

Reference and Administrative Details

Trustees	Mr W A Fell, Deputy Chairman Mrs M C M Dicken, Secretary Mrs E Dockerill Mr J H Hunting Mr M Redshaw Mrs G Riley Mrs S Williams, Treasurer (appointed 24 April 2017)
Principal Office	68 High Street Sawston Cambridge CB22 3BG
Registered Office	68 High Street Sawston Cambridge CB22 3BG
Company Registration Number	06754592
Charity Registration Number	1135860
Independent Examiner	Tim Phillips & Co Ltd Accountants Cart House 2 Copley Hill Business Park Cambridge Road Babraham Cambridge CB22 3GN

A M Challis Trust Ltd

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 December 2017.

The annual report was approved by the trustees of the charity on 27 September 2018 and signed on its behalf by:

.....
Mrs R J Phillips
Chairman

The Report of the Trustees for the period 1st January 2017 to 31st December 2017

Introduction

The Trustees present their annual report and accounts for the year ended 31st December 2017. The Board of Trustees is satisfied with the performance of the company during the period and the position at 31st December 2017 and considers that the company is in a strong position to continue its activities during the coming year and that the company's assets are adequate to fulfil its obligations.

Structure, Governance and Management

The A M Challis Trust Ltd is a private company limited by guarantee (incorporated 20th November 2008) and is governed by its Memorandum and Articles of Association. The company was registered as a charity on 10th May 2010.

The Trustees are appointed with the following provisions:

- There shall never be fewer than four Trustees who are residents of Sawston.
- If and whenever the number of Trustees shall be reduced below the number of five, then the continuing Trustees shall appoint such number of new Trustees as shall be required to make up the number of total Trustees for the time being to be not less than five nor more than eight.
- There shall never be both husband and wife serving currently as Trustees.

Public Benefit Statement

The Trustees confirm that they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission in exercising their powers or duties.

Objective and Activities

The objects of the A M Challis Trust Ltd are:

To promote the permanent preservation for the benefit of the inhabitants of Sawston neighbourhood of its natural flora and wildlife.

To establish and maintain a museum devoted to the history of Sawston.

A M Challis Trust Ltd

Trustees' Report

We continue to receive regular income from our three commercially let properties and a small area of land forming the retained driveway of a house in Mill Lane, one of many properties owned by the Challis family in past times. It is hoped next year that we will be in a financial position to begin a programme of external refurbishment to one of our let properties.

Donations from attendees at our regular annual events plus those from casual and group visitors to the Garden and House ensure that the work of the Trust continues to move forward in accordance with the wishes of the late Mary Challis as expressed in her will.

The House

Work to the exterior of the House included the installation of a very large bespoke hopper to carry away rainwater from the gully between the Challis House and our next door property. Steps were taken to ensure that this item would be in keeping with the age of the House.

Refurbishment of both the first and second floors of the House continued throughout the year. The pace had to be very slow and steady given the extremely unstable condition of the clay batt building due to age (erected in 1852) and severe neglect over many years. Steel ties and wire meshing were introduced to reinforce corners before studding-out work, plastering and decorating were carried out which has given us many beautiful and usable spaces upstairs.

We now have a designated Library and Document Room, a large multi-purpose Meeting Room and a further small Museum Display Room to add to those on the ground floor. Most floors have been sanded and sealed but suitable vinyl flooring has been fitted in the first floor Cloakroom, the reinstated Art Deco Bathroom and we took the opportunity also to re-floor the outside Disabled Toilet and the Garden Kitchen at the same time.

Since the second floor was empty awaiting future restoration, a bold decision was made to press on with this work and to begin construction of a further Cloakroom, a Prep Room for Museum artefacts and our first on-site Trust Office. Options for heating the upper floors were explored and a decision was made that we would have to continue with the use of programmable electric convector heaters as per the Ground Floor to avoid the disturbance which would have been caused to the fragile fabric of the building, were we to install a gas central heating system.

The work on the second floor storage areas came to have some urgency when the Sawston Village History Society took the decision to gift the Mary Challis Trust their entire and extensive collection of books, objects and pictures all related to Sawston and amassed over the last twenty five years. Providing appropriate and ample storage for this collection became a priority.

We are enjoying the flexibility of the working and museum spaces so far completed. The ground floor rooms continue to be multi-purpose whether they are housing an exhibition, being used to serve teas or becoming classrooms for the many children who visit us for various events.

The Garden

The trio of refurbished pigsties have proved invaluable for storage and use.

A garden map has been produced by a local artist which should help visitors gain more from their visits.

The removal of unsuitable sycamore trees has continued part-funded by donations and the sale of plants, produce and logs from the Garden.

A M Challis Trust Ltd

Trustees' Report

The number of Trust supporters volunteering for gardening duties has remained stable and they have ensured that the Garden has looked stunning throughout the year for our ever-growing number of casual, children's organisation and adult group visitors. This year we hosted more than twenty such visits which are usually outside normal opening hours. We offer guided tours of the Garden (and House) and talk to each group about the history of the Challis family and the Trust. Invariably, following their visits, these groups send us donations - though this is entirely voluntary.

A large variety of annual public events were again held throughout the year as were a number of new ventures such as the Jo Cox Memorial Picnic and a week focusing on the National Gardens Scheme's Gardens For Health initiative aimed at encouraging different groups all with specific needs - physical, mental or learning disabled to spend time relaxing in gardens.

We participated in a citizen-science project - Blooms for Bees - run in collaboration with The Royal Horticultural Society. We also held an overnight Bioblitz event.

During the summer, a very successful event was arranged as a thank you for all our volunteers - a trip by vintage coach to Fullers Mill Garden, West Stow near Bury St Edmunds. It was a greatly appreciated gesture and enjoyed by all.

A most generous donation was made to the Trust by the family of the eminent sculptor, the late Douglas Jeal, of six stone and metal sculptures. Some of these modernist pieces are now sited in the Garden whilst others are stored until decisions are made about where best to place them.

Major plans for next year include resurfacing all the paths and demolishing a very large asbestos-clad shed with a view to replacement with a more suitable building (possibly to house an 'outdoor' museum when funds allow).

A M Challis Trust Ltd

Statement of Trustees' Responsibilities

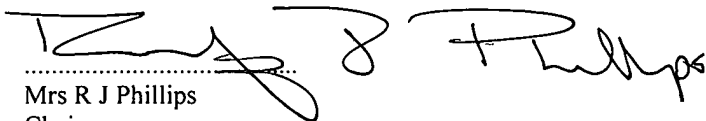
The trustees (who are also the directors of A M Challis Trust Ltd for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under company law the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and 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 charitable company will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company 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 charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the trustees of the charity on 27 September 2018 and signed on its behalf by:



Mrs R J Phillips
Chairman

A M Challis Trust Ltd

Independent Examiner's Report to the trustees of A M Challis Trust Ltd

I report on the accounts of the charity for the year ended 31 December 2017 which are set out on pages 7 to 16.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. 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 accounts 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 accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

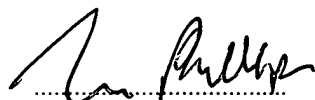
In connection with my examination, no matter has come to my attention:

(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 accounts 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 Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Tim Phillips
Accountants

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27 September 2018

A M Challis Trust Ltd

Statement of Financial Activities for the Year Ended 31 December 2017 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Total 2017 £
Income and Endowments from:			
Donations and legacies	3	7,624	7,624
Investment income		3	3
Other income	4	36,250	36,250
Total Income		43,877	43,877
Expenditure on:			
Raising funds	5	(8,088)	(8,088)
Charitable activities	6	(29,971)	(29,971)
Total Expenditure		(38,059)	(38,059)
Net income		5,818	5,818
Net movement in funds		5,818	5,818
Reconciliation of funds			
Total funds brought forward		8,699	8,699
Total funds carried forward	12	14,517	14,517

	Note	Unrestricted funds £	Total 2016 £
Income and Endowments from:			
Donations and legacies	3	4,932	4,932
Investment income		15	15
Other income	4	36,250	36,250
Total Income		41,197	41,197
Expenditure on:			
Raising funds	5	(22,251)	(22,251)
Charitable activities	6	(52,006)	(52,006)
Total Expenditure		(74,257)	(74,257)
Net expenditure		(33,060)	(33,060)
Net movement in funds		(33,060)	(33,060)
Reconciliation of funds			
Total funds brought forward		41,758	41,758
Total funds carried forward	12	8,698	8,698

A M Challis Trust Ltd

Statement of Financial Activities for the Year Ended 31 December 2017 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

All of the charity's activities derive from continuing operations during the above two periods.

The funds breakdown for 2016 is shown in note 12.

A M Challis Trust Ltd

(Registration number: 06754592)
Balance Sheet as at 31 December 2017

	Note	2017 £	2016 £
Current assets			
Debtors	10	1,465	-
Cash at bank and in hand		<u>17,638</u>	<u>11,158</u>
		19,103	11,158
Creditors: Amounts falling due within one year	11	<u>(4,586)</u>	<u>(2,460)</u>
Net assets		<u>14,517</u>	<u>8,698</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>14,517</u>	<u>8,698</u>
Total funds	12	<u>14,517</u>	<u>8,698</u>

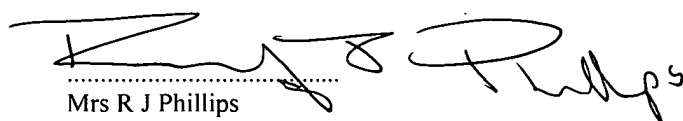
For the financial year ending 31 December 2017 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

The financial statements on pages 7 to 16 were approved by the trustees, and authorised for issue on 27 September 2018 and signed on their behalf by:


.....
Mrs R J Phillips
Chairman

A M Challis Trust Ltd

Notes to the Financial Statements for the Year Ended 31 December 2017

1 Charity status

The charity is a charity limited by guarantee and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared 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) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

A M Challis Trust Ltd meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Transition to FRS 102

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 a restatement of comparative items was required. No restatements are required as a result of the transition to FRS 102.

Income and endowments

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of the income receivable can be measured reliably.

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

A M Challis Trust Ltd

Notes to the Financial Statements for the Year Ended 31 December 2017

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

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 be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Plant and machinery	25% straight line
Fixtures and fittings	25% straight line

Debtors

Debtors are amounts due from tenants for insurance and rent in the ordinary course of business.

A M Challis Trust Ltd

Notes to the Financial Statements for the Year Ended 31 December 2017

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees's discretion in furtherance of the objectives of the charity.

Financial instruments

Classification

Financial assets and financial liabilities are recognised when the charity becomes a party to the contractual provisions of the instrument.

Financial liabilities, and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the charity after deducting all of its liabilities.

Recognition and measurement

All financial assets and liabilities are initially measured at transaction price (including transaction costs), except for those financial assets classified as at fair value through profit or loss, which are initially measured at fair value (which is normally the transaction price excluding transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a financing transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets and liabilities are only offset in the statement of financial position when, and only when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the charity transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the charity, despite having retained some, but not all, significant risks and rewards of ownership, has transferred control of the asset to another party.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

3 Income from donations and legacies

A M Challis Trust Ltd

Notes to the Financial Statements for the Year Ended 31 December 2017

	Unrestricted funds	Total 2017	Total 2016
	General £	£	£
Donations and legacies;			
Donations from individuals	5,161	5,161	636
Other income from donations and legacies	1,410	1,410	2,169
	<u>6,571</u>	<u>6,571</u>	<u>2,805</u>

4 Other income

	Unrestricted funds	Total 2017	Total 2016
	General £	£	£
Rental income	<u>36,250</u>	<u>36,250</u>	<u>36,250</u>

5 Expenditure on raising funds

a) Costs of generating donations and legacies

		Unrestricted funds	Total 2017	Total 2016
	Note	General £	£	£
Donations		<u>2,281</u>	<u>2,281</u>	<u>5,087</u>

b) Costs of other income-generating activities

		Unrestricted funds	Total 2017	Total 2016
	Note	General £	£	£
Membership subscriptions		40	40	30
Other direct costs of activities for generating funds		498	498	10,305
Allocated support costs	7	<u>4,323</u>	<u>4,323</u>	<u>5,262</u>
		<u>4,861</u>	<u>4,861</u>	<u>15,597</u>

A M Challis Trust Ltd

Notes to the Financial Statements for the Year Ended 31 December 2017

c) Investment management costs

		Unrestricted funds	Total 2017	Total 2016
	Note	General £	£	£
Allocated support costs	7	826	826	1,074
		<u>826</u>	<u>826</u>	<u>1,074</u>

6 Expenditure on charitable activities

		Unrestricted funds	Total 2017	Total 2016
	Note	General £	£	£
Museum		27,838	27,838	51,706
Governance costs	7	<u>2,133</u>	<u>2,133</u>	<u>300</u>
		<u>29,971</u>	<u>29,971</u>	<u>52,006</u>

7 Analysis of governance and support costs

Governance costs

	Unrestricted funds	Total 2017	Total 2016
	General £	£	£
Marketing and publicity	544	544	300
Other governance costs	<u>352</u>	<u>352</u>	<u>-</u>
	<u>896</u>	<u>896</u>	<u>300</u>

A M Challis Trust Ltd

Notes to the Financial Statements for the Year Ended 31 December 2017

8 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year. Expenses incurred were repaid at cost.

9 Taxation

The charity is a registered charity and is therefore exempt from taxation.

10 Debtors

	2017 £
Debtors	<u>1,465</u>

11 Creditors: amounts falling due within one year

	2017 £	2016 £
Other creditors	3,350	1,500
Accruals	<u>1,236</u>	<u>959</u>
	<u>4,586</u>	<u>2,459</u>

12 Funds

	Balance at 1 January 2017 £	Incoming resources £	Resources expended £	Balance at 31 December 2017 £
Unrestricted funds				
General	<u>(8,699)</u>	<u>(43,877)</u>	<u>38,059</u>	<u>(14,517)</u>

	Balance at 1 January 2016 £	Incoming resources £	Resources expended £	Balance at 31 December 2016 £
Unrestricted funds				
General	<u>(41,758)</u>	<u>(41,197)</u>	<u>74,257</u>	<u>(8,698)</u>

13 Analysis of net assets between funds

A M Challis Trust Ltd

Notes to the Financial Statements for the Year Ended 31 December 2017

	Unrestricted funds General £	Total funds £
Current assets	19,103	19,103
Current liabilities	<u>(4,586)</u>	<u>(4,586)</u>
Total net assets	<u>14,517</u>	<u>14,517</u>

14 Analysis of net funds

	At 1 January 2017 £	Cash flow £	At 31 December 2017 £
Cash at bank and in hand	11,158	6,480	17,638
	<u>11,158</u>	<u>6,480</u>	<u>17,638</u>