



The Guild of Handicraft Trust

Annual Report for the year ended 31 March 2023

Registered Charity Number 1007696

Court Barn, Church Street, Chipping Campden, Gloucestershire GL55 6JE

Trustees

P Taylor (Chairman)

M Allchin

G H Derbyshire OBE

D Kingsmill

C Fiell

S Gavin

M Greensted

W F Johnson

P Shutler (until 10 July 2023)

Curator: Sarah McCormick Healy

Administrators: Barbara Alderton and Olivia Tracey

Bankers: HSBC Bank Ltd, 32 Bridge St., Evesham WR11 4RU

CCLA Investment Management Ltd, 85 Queen Victoria St., London EC4V 4ET

Independent Examiner: Mark Kirkbride FCA CTA, Greenbanks, Chipping Campden GL55 6AZ

TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2023

The Trustees are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2023.

GOVERNING DOCUMENT

The Guild of Handicraft Trust was established under a Trust Deed dated 15th November 1991 and was registered with the Charity Commission on 27th January 1992. The Trust Deed has been revised and updated to take account of the opening and administration of Court Barn, and to bring it more in line with the Charity Commission precedent, most recently with effect from 3 November 2021 and has been registered with the Charity Commission.

GOVERNANCE AND MANAGEMENT

Appointment of Trustees. The power of appointing, removing and replacing Trustees rests with the existing Trustees.

Trustee Induction and training. The Trustees are updating the procedures for the induction of new Trustees, their legal obligations under charity law, the content of the Trust Deed, the committee and decision making processes, and the business plan.

Organisation. Trustees meet at least once in every quarter of a calendar year to receive and review reports from the officers, the curator, and any sub committees.

Risk Management. The Trustees discuss procedures during the year for a risk management strategy which comprise:

- a) an annual review of the risks the charity may face:
- b) the establishment of systems and procedures to mitigate those risks identified in the review:
- c) and the implementation of procedures designed to minimise any potential impact on the charity should those risks materialise.

A key element in the management of financial risk is the setting of a reserves policy and its regular review by the Trustees.

TRUSTEES RESPONSIBILITIES

The Trustees are required 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 receipts and payments during the year and of its state of affairs at the end of the year. In preparing those financial statements, the Trustees are required to:-

- a) select suitable accounting policies and then apply them consistently.
- b) make judgements and estimates that are reasonable and prudent.
- c) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements and
- d) prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity. 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 breaches of law and regulations.

INVESTMENT POWERS AND POLICY

The Trustees have powers under the Trust Deed to invest monies not immediately required for the Trust's objectives as they consider appropriate. The Trustees, having regard for the liquidity requirements of operating Court Barn and of the reserves policy have operated a policy of keeping available funds in an interest bearing deposit account.

OBJECTIVES AND ACTIVITIES

The objects of the charity are:

1. To advance the education of the public in the work and influence of the Guild of Handicraft and of other leading artists, craftsmen and craftswomen associated with Chipping Campden and the north Cotswolds.
2. To operate Court Barn, a Museum of Craft and Design, founded and created by the Trust, which opened in July 2007 and expand into further projects from time to time in furtherance of the Objects.

ACTIVITIES

The main activities for the year continue to be the promotion of Court Barn. The Trust is involved in the community and is dependent on voluntary help. Volunteers assist with stewarding, enabling longer opening and lower staff costs than would otherwise be the case. The Trustees have taken into account the guidance published by the Charity Commission on public benefit in relation to the activities during the year.

REVIEW OF THE YEAR AND FUTURE PLANS

The review of the year's activity and future plans is given in the Chairman's Report and curator's report.

RESERVES POLICY

The Trustees will be establishing the level of reserves, being those funds that are freely available, that the charity ought to have. Reserves are needed to bridge the gap between receipts from admission fees and museum running costs. Reserves are also held to cover possible emergency repairs to the museum and other expenditure. Whilst the current level of reserves may prove sufficient, it is the Trustees' view that it is prudent to ensure there are sufficient reserves to provide financial flexibility for concentrating on building funds for designated purposes; Court Barn repairs and maintenance; acquisitions and collections; education and outreach.

INDEPENDENT EXAMINER

A resolution will be proposed at the annual General Meeting that Mark Kirkbride be re-appointed Independent Examiner for the coming year.

Chairman's Statement November 2023

The financial year ending in March 2023 was disappointing in that both visitor numbers and sales were down on the previous period and we sustained a trading loss of £23,064. Our reserves stand out just over £40,000. Steps were and are needed to arrest this decline so with that in mind admission prices were raised and the level of commission received on sales of stock were also increased. The current year show signs of improvement as visitor numbers have held up despite cost of living increases and our shop sales have improved. I expect the present year to be close to breakeven but as ever this depends on the support of sponsors to our Events and the generosity of Donors and Benefactors. Much of the Museum's work helps different sections of local life whether young people or older members of the community so help in continuing this outreach would be appropriate.

The Museum was busy throughout the year with a varied programme of events demonstrations and exhibitions.

In this year's report we are incorporating a curator's report for the first time which gives greater detail about the various activities and initiatives undertaken by the museum under the direction of the curator and her colleagues. You will note that this is a very full program that is designed to appeal to a wide cross-section of visitors and those interested in the arts and crafts movement both generally and specifically in the North Cotswolds. I am particularly impressed with the work the museum has been doing with Chipping Campden Academy and local primary schools. We continue to run a bursary award scheme with the Academy and now we are developing a programme for graduates and qualified craftspeople who require assistance in starting their journeys as makers and business people. Initial funds have been raised and are being deployed with mentors from the Gloucestershire Guild of Craftsmen to assist these young makers and we look to give this initiative a firm base for the future with Court Barn managing the process.

The Friends organisation goes from strength to strength under the guidance of Anne Thomas and her committee and the museum plans and looks forward to working more closely with the Friends in the future. They have helped us in purchasing several items for our Collections over the past few years for which we are most grateful.

As ever we are indebted to our faithful band of volunteers who helped keep the museum open allowing our staff to get on with the important work of managing the year's programme and the museum day to day.

We are also served by a dedicated team comprising Sarah McCormick Healy, Barbara Alderton and Olivia Tracey. They work extremely hard to ensure that the museum remains in the forefront of local visitor attractions keeping alive the story of the arts and crafts in Chipping Campden and also pointing the way to the future. Jo Teague has settled in very well as our Secretary and I thank her for her support during the year.

The new year has started well with some fresh fundraising efforts in place and the future of the museum books good. We need to attract sponsors for our events and attract both visitors and donors to support our work much of it reaching out and helping different sections of the local community.

I have been Chairman of The Guild of Handicraft Trust since the opening of Court Barn and am now stepping down after 16 years. I have enjoyed my time working with trustees, patrons, donors, volunteers and many others and thank you all for the support which you have given me over the years. It is now time for new leadership with some fresh thinking and energy. I trust you will give your support to whoever is elected to follow me.

George Derbyshire is resigning as Treasurer, having guided our financial affairs over the last five years through that challenging period while we were closed during the pandemic. I thank him most warmly for his guidance and unstinting efforts. Paul Shuttler was a trustee for a short period before resigning during the year and I thank him for his contribution.

Finally, this is the year for Frank Johnson to retire as a trustee as his term of office has come to an end. Frank has been involved with the Guild of Handicraft Trust for many many years and much of the impetus for Court Barn came from him working alongside Allan Warmington and particularly Alan Crawford. So this is very much the end of an era. All will join me in thanking him for his outstanding contribution - he will continue to offer help and support when needed as will both George and I.

Peter Taylor
Chairman, Guild of Handicraft Trust

Curator's report April 2022 – March 2023

In the spring the Wearable Art Weekend celebrated a new commission from internationally renowned contemporary jeweller, Vicki Ambery-Smith. Talks by Ambery-Smith and by Michael Allchin, former Head of the Assay Office in Birmingham were included as were demonstrations by local jewellers. The weekend was funded by Gloucestershire County Council Build Back Better grant.



Paul Reeves, a collector and antiques auction specialist, gave an illustrated account of how he found lost treasures by pre-eminent British architects, artists and designer. The event, part of the Chipping Campden Literature Festival, sold out.

The museum celebrated The Jubilee and 120 years of Ashbee's Guild showcasing how the town has evolved since Ashbee arrived and the continuation of creativity in the town.



In the summer we held an exhibition on past winners of the Court Barn Bursary: Gemma Clarke, Anna Clegg, Milo Leigh and Will Whatley showed how their work had evolved and included paintings, drawings, audio, printmaking, sculpture and book arts.

Craft Fashion and Fantasy exhibition highlighted the work of two of the UK's leading designer-makers. Caroline Groves and Louise Pocock, who both work locally and have a national and international reputation, gave us an insight into their work and ideas. A panel discussion with Caroline and Louise was a sell-out.

The museum celebrated World Book Day with a month long series of events all about books. These included a panel discussion with a local publisher, literary festival organiser and authors, working with the local library and their new digital lab to create a children's 3D pen workshop and showcasing the array of books the museum has in its collection.

Olivia Tracey attended the Association of independent Museums Conference, meeting with other museum professionals and businesses.

The Museum took part in an Arts Council funded project called Rebuilding the Foundations. The aim of the project was to deliver a future for museums that is engaged, relevant and sustainable. Looking at areas such as the volunteer workforce, engaging with a broader audience and building expertise and confidence. All staff participated in the project and we are implementing many of the recommendations.

Sarah McCormick Healy took part in Heritage Compass - a Business Support Programme funded by the National Lottery Heritage Fund and the Department for Digital, Culture, Media and Sport. The programme supports the sector in developing essential skills in business planning, audience development, leadership and change management, with the aim of creating a better connected, informed and resilient heritage landscape across England. Training was accessed by staff and Trustees. Heritage Compass provided funding to cover the costs of the curator's time on the programme.

Collections

Over the year we acquired



- Gordon Russell 'Catalogue of Furniture', ring-bound publication of the 1930s, with photos and prices.
- 'A Dog of Flanders' by Ouida, published by Elbert Hubbard at The Roycrofters, 1906.
- A pair of Harry Warmington cuff links and a brooch stamped 'Prentice' Campden. This donor has already given some items to the museum
- Framed work and a concertina book illustrating Court Barn by calligrapher and member of the Gloucestershire Guild Andy Moore.
- The Lady in Red, about 1897, by Harriet Halhead

We continue to support Duke of Edinburgh Students and work experience students from Chipping Campden School.

The Volunteers are a huge asset for the museum, undertaking front of house duties, guided walks and talks for groups, helping with displays, collections research and day to day running of the museum.



A limited-edition vase by the Harts was commissioned with the aim of generating income from the sale of the vase in the shop and online.

Shop sales and the popular selling exhibitions continue to grow and have become a regular feature in visitor's calendars.

We also started using a new till system in March 2022. This has enabled us to be more efficient in our invoicing and also given us a better understanding of our visitors spending habits.

Our marketing and PR has evolved over the year. Regular posts and engagement with our followers on social media has boosted our reach to audiences, whilst traditional methods such as leaflets, posters and press releases continue to be well received.



Section A Independent Examiner's Report

Report to the trustees/ members of Charity Name
The Guild of Handicraft Trust

On accounts for the year ended 31st March 2023 **Charity no (if any)** 1007696

Set out on pages The attached 'Income and Expenditure Account' showing a net deficit for the year of £22,696 and 'Statement of Assets and Liabilities' showing net assets at the year end of £1,130,965.
(remember to include the page numbers of additional sheets)

Responsibilities and basis of report I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 31st March 2023.

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below *) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed:  **Date:** 20th November 2023

Name: Mark Kirkbride

Relevant professional qualification(s) or body (if any): FCA, CTA

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None

GOHT						
Accounts for the year ending 31 March 2023						
Income and Expenditure Account						
Income	General Fund	AJ Fund	Total	21-22		
Entrance fees	24230		24230	20360		
Trading income	52352		52352	49713		
Interest + dividends	805	368	1173	565		
Gift Aid	2418		2418	1688		
Sponsorship				1000		
Grants + donations	15654		15654	68679		
Insurance claim				7172		
Total income	95459	368	95827	149177		
Expenditure						
Staff costs	50555		50555	50327		
Property costs	7483		7483	8932		
Operating costs	25095		25073	36556		
Shop purchases	33290		33290	30100		
Bursaries	1000		1000	2000		
Acquisitions	1100		1100	6200		
Total	118523		118501	134115		
Net position	-23064	368	-22696	15062		
Reconciliation of cash position						
Cash at 31.3.22	50772	12980	63752			
Annual surplus	-23064	368	-22696			
Cash at 31.3.23	27708	13348	41056			

Statement of Assets and Liabilities		as at 31 March 2023			
		Unrestricted	Restricted		Total
Cash		27708	13348		41056
COIF investments- MV		19612	4666		24278
Stock		13619			13619
Current liabilities		-44			-44
Net current assets		60895	18014		78909
CRA collection			110360		110360
Acquisitions			50782		50782
L'hold property			60211		60211
L'improvements			804439		804439
Display equipment			26264		26264
Fixed assets			1052056		1052056
Total assets		60895	1070070		1130965
General Fund		60895			60895
AJ Fund			18014		18014
Heritage assets			1052056		1052056
Total Funds		60895	1070070		1130965

NOTES TO THE ACCOUNTS

ACCOUNTING POLICIES

The Trustees have adopted the Charity Commission's Receipts and Payments Accounts template, with a view to clarifying and simplifying the presentation.

ASSETS RETAINED FOR THE CHARITY'S OWN USE.

Land and building are shown at original historical cost or subsequent valuation as set out below. Other fixed assets are shown at cost. The C R Ashbee collection, a Heritage asset, has been bequeathed to the Trust in 2012 and has been valued by the Trustees based upon H M Government regulations.

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life by the reducing balance method.

Long leasehold property 2%
Leasehold improvements 2%
Display equipment 20%

The C. R. Ashbee collection, a Heritage asset is considered to have an indefinite useful life and a high residual value such that any depreciation charge would be immaterial.

There has been no change in depreciation policy.

FIXED ASSET VALUATION

	C R Ashbee collection £	Long leasehold £	Leasehold improvements £	Display equipment £	Acquisitions £
Cost	110360	85000	1118677	286580	43682
Additions					6200
Total cost	110360	85000	1118677	286580	49882
Dep to 31/3/21		23255	281074	245513	
Dep'n for year		1260	16752	8213	
Total dep'n		24515	297826	2553726	
Book value as at 31/3/22	110360	60485	820851	32854	49882

Grants and Donations

During the year, the Guild received substantial grants and donations as follows-

£1850 Build Back Better Fund via Gloucestershire County Council
£2700 The Wild Escape Project via Bristol City Council
£1000 Heritage Compass
£5000 Friends of Court Barn Museum