



## **The New Mechanics Institution Preservation Trust Limited**

**Annual Report and Financial Statements  
For the period 1 June 2022 - 31 May 2023**

**Charity registration number: 1048961  
Company number: 3059960**

The Trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with a financial overview of the charity for the year ended 31 May 2023.

The Trust is a Registered Charity No. 1048961. Its activities are governed by and set out in the Memorandum and Articles, which are available to members on request.

The Trust is also a Company, Registered Company No. 3059960 (England and Wales).

## Objectives and Activities

The Trust's primary objectives remain:

- The preservation of the built heritage (of particular historical, architectural or constructional interest)
- The development and operation of facilities for the education, recreation or other leisure time occupation in the interests of social welfare
- The promotion and provision of activities supportive of community development, and of regeneration and renewal

The immediate working projects of the Trust are:

- Progressing the ownership, restoration and management of the derelict Mechanics' Institution building for the benefit of the townspeople of Swindon
- Managing the Central Community Centre
- Neighbourhood renewal initiatives in the interest of Swindon residents within the Railway Village and surrounding neighbourhoods
- Opening the Bakers Arms (a former public house) as a community space
- Developing the Railway Village Museum as a visitor attraction for local people and visitors
- Progressing plans for the restoration and reuse of the Cricketers (a former public house) as a community resource
- Promoting the Heritage Action Zone status awarded to the Railway Village
- Developing and supporting a growing network of volunteers

All our charitable activities focus on the preservation and use of historic spaces by communities and are undertaken to further our charitable purposes for the public benefit.

## Achievements and Performance

The main achievements during the 2022-23 Financial year (1 June 2022 – 31 May 2023) can be summarised as follows.

### 1. The Mechanics Institution

In summer 2018, Forefront Estates Limited reclaimed ownership of the Mechanics building. Since then, it has remained unclear what the owner's intentions, if any, are for the building. In order to find a solution for the Mechanics' Institution, a working party was established which includes representatives from the Trust, the Theatre's Trust, Historic England (HE) and key council officers.

In March 2020 a Viability study was published on potential future uses for the building (supported by Swindon Borough Council and funded by grants secured by the Trust from the Architectural Heritage Fund and the Theatre's Trust). This study showed the best option for the future use of the building was as a multi-purpose space with a mixed programme of community and cultural programming (including the restoration of the theatre), underpinned by commercial hires. Following the publication of the report, at the Swindon Borough Council Cabinet meeting in April 2020 approval was granted to the council's offers to prepare paperwork for a Compulsory Purchase Order for the building.

During this financial year, the Council published a Condition Survey on the building, which assessed the current condition of the exterior and interior. In spring 2023 a series of urgent works were carried out to keep the building watertight while talks continued on options for the future. The Mechanics remains a priority project for Historic England and is a key feature of the Swindon Heritage Action Zone.

## **2. Central Community Centre**

The Trust continues to manage the Community Centre which serves a broad range of community groups and local companies, as well as a pre-school (based at the centre). During the financial year the number of bookings has grown, supported by a bookings officer and the Trust has renewed the lease for the building with Swindon Borough Council.

During the financial year the Community Centre has hosted several community events, including craft fairs, music and dance events and national celebrations including the Platinum Jubilee and the Coronation. The Trust has established a new, regular car boot sale and worked with Global Gardeners, a club for refugees and asylum seekers living in Swindon, to create a productive community garden outside the Community Centre.

## **3. The Baker's**

Since May 2021, the Baker's has been operating as a community space for hire, to ensure continued community use and access to the building. This followed the café closure in May 2020 due to the pandemic. This decision does not prevent a return to operation of the building as a café in future and during the financial year the Board has regularly reviewed the business operation and continued to seek community feedback and liaise with potential partners.

The Baker's continues to be a well-used community space, hired by a variety of groups. This includes social events, lunch clubs, coffee mornings and local charity events, as well as private hirers. During the financial year the Baker's was also a designated Welcome Space in Swindon for the local community, with refreshments and access to free Wi-Fi, providing a warm, welcome and supportive environment for those who need it. This participation in the local warm spaces network coordinated by Swindon Borough Council was funded by the Trust and thanks to a grant from Power to Change. The Baker's is also used as a pop-up café to support wider events and community engagement activities.

The flat has been occupied during the entirety of the financial year. Further maintenance and improvement works have also been carried out.

## **4. Heritage Action Zone**

In 2019 Swindon became the second town in the South West to achieve Heritage Action Zone (HAZ) status from Historic England. The Trust is a partner in the Swindon HAZ and continues to work with the appointed Project Manager on the scheme's projects, including the Mechanics Institute building and The Cricketers. The Trust is also supporting the workstreams on HAZ branding, interpretation strategy and HAZ legacy.

## **5. The Cricketers**

This remains a high priority project for the Trust. In spring 2022 planning and listed building consents were granted. The Trust has adopted a phased approach to the refurbishment, starting with exterior works to the roof, guttering and stonework to make the building watertight. Thanks to funding from Historic England and the Heritage Action Zone, during the financial year the exterior works began and are due for completion in late summer 2023. The refurbishment of the interior will then begin and an additional grant has been secured from the Department of Levelling Up, Housing and Communities towards this. The Trust will appoint a Project Manager to oversee this work. The refurbished building will have a mixed use including community access and the Trust continues to explore potential partnerships and engage the community with plans for its future.

## **6. Railway Village Museum**

Regular monthly opening of the museum resumed this financial year, with special themes linked to national events including the Coronation and the Platinum Jubilee. The Trust recruited and trained new museum volunteers, developed research and Victorian-themed craft activities and continued to build relationships with other Swindon museums. Free walking tours of the Railway Village have proved popular, as have school visits and private tours for heritage groups. The Trust is keen to continue to build capacity to open the

museum more frequently and use the Central Community Centre to display exhibitions, as well as develop the school visit offer and this will be a focus for the next financial year.

## **7. Community Engagement**

During the financial year the Trust appointed a new Community Engagement lead, to support the planned growth in community engagement activities. This role has grown capacity and capability to lead and facilitate projects, events and social initiatives that benefit the Swindon community and heritage. Improved communications (including a monthly newsletter distributed online and in printed format), increased volunteer and member recruitment and more partnership working has enabled the Trust to engage with a broader range of local groups and residents.

During the year the Trust ran a heritage talk series, bingo sessions, car boot and tabletop sales, a local book fair, coffee clubs, a Swindon Heritage and Culture Club and established a Model Club to help young people develop new skills. The Trust also opened the Baker's weekly for 'Toasty Tuesdays', a response to the cost-of-living crisis which provides a warm and welcome space to local residents with access to community laptops and refreshments, as well as games and activities. This work was supported by a grant from Power to Change, with community laptops provided by Swindon Borough Council's Digital Inclusion Officer.

The Trust also works in partnership with other organisations to deliver community benefit. The Central Community Gardening project, managed by the Trust and Swindon Borough Council's Live Well Team, provides a space for people to participate in inclusive gardening activities that bring people together and improve community cohesion. This includes supporting refugees, asylum seekers, and those on low income to participate in gardening activities, develop new skills, and to become more engaged in their local community. The project also promotes the use of eco-friendly and sustainable gardening practices that benefit the environment. The Trust also runs a Community Allotment, growing food for community benefit which is donated or sold at very low cost at events. This is managed by the Trust with help from partner organisations such as Central Area Resident Improvement Group (CARIG) and Swindon Borough Council.

The Trust participated in a number of special events during the financial year, including supporting the Blossom events and tree-planting in the Great Western Park (in partnership with South Swindon Parish Council, Historic England and National Trust).

## **Financial Review**

### **Reserves Policy**

Unrestricted funds (resources the Trust can use for any of its charitable purposes) are important to the financial health of the charity. This allows the charity to respond to short-term fluctuations in annual revenue, support unplanned projects where opportunities arise and in extremis, to fund core operating costs if unforeseen circumstances impact ability to operate. It remains the Trust's Policy to endeavour to maintain a monthly cash balance to cover our core operating costs for the following three months.

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

1st JUNE 2022 - 31st MAY 2023

## STATEMENT OF FINANCIAL ACTIVITIES

Including Income and Expenditure Account

	Notes	2022-23 Unrestricted Funds £	2022-23 Restricted Funds £	2022-23 Total Funds £	2021-22 Total Funds £
<b>Income from:</b>					
Charitable activities:	2	2,572	10,000	12,572	18,000
Other income	2	49,291	-	49,291	39,615
<b>Total income</b>		<b>51,863</b>	<b>10,000</b>	<b>61,863</b>	<b>57,615</b>
<b>Expenditure on:</b>					
Charitable activities:	3, 4	3,198	8,620	11,818	1,197
Other income	3, 4	23,330	-	23,330	28,169
Other expenses	5, 11	46,854	-	46,854	32,129
<b>Total expenditure</b>		<b>73,382</b>	<b>8,620</b>	<b>82,002</b>	<b>61,496</b>
<b>Net (expenditure)/income</b>		<b>(21,518)</b>	<b>1,380</b>	<b>(20,138)</b>	<b>(3,881)</b>
<b>Net movement in funds</b>		<b>(21,518)</b>	<b>1,380</b>	<b>(20,138)</b>	<b>(3,881)</b>
<b>Reconciliation of funds:</b>					
Total funds brought forward		115,800	-	115,800	119,681
<b>Total funds carried forward</b>		<b>94,282</b>	<b>1,380</b>	<b>95,662</b>	<b>115,800</b>

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

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## BALANCE SHEET

1st June 2022 - 31 May 2023

Registered Charity No. 1048961

Registered Company No. 3059960

	Notes	2023	2022
		£	£
Fixed Assets			
Tangible Assets		1650	935
Investments		1	1
		<u>1651</u>	<u>936</u>
Current assets:			
Stock	7	-	-
Debtors	8	23,743	6,177
Cash at bank and in hand		76,763	109,167
		<u>102,157</u>	<u>116,280</u>
Total assets			
		<u>102,157</u>	<u>116,280</u>
Creditors: Amounts falling due within one year	9	(6,495)	(480)
		<u>95,662</u>	<u>115,800</u>
Net current assets			
		<u>95,662</u>	<u>115,800</u>
Total assets less current liabilities		<u>95,662</u>	<u>115,800</u>
<b>Total net assets</b>		<b><u>95,662</u></b>	<b><u>115,800</u></b>
 <b>The funds of the charity</b>			
Unrestricted funds	10	94,282	115,800
Restricted funds	10	1,380	-
		<u>95,662</u>	<u>115,800</u>
<b>Total charity funds</b>		<b><u>95,662</u></b>	<b><u>115,800</u></b>

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

The Trustees consider that the Company is entitled to exemption from audit under section 477 of the Companies Act 2006 and members have not required the Company to obtain an audit for the period in question in accordance with section 476 of the Companies Act 2006.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### 1. Accounting policies

#### *Accounting convention*

The financial statements have been prepared in accordance with the Statement of Recommended Practice – Accounting and Reporting by Charities 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 2019) – (Charities SORP (FRS 102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006. THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED 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. THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED legal status is shown on page 2.

The principal accounting policies adopted in the preparation of the financial statements are set out below.

The accounts are in pounds sterling, which is the functional currency of the charity, and are rounded to the nearest £.

#### **(a) Income**

Income is recognised in these accounts where there is entitlement to the income, where it is probable that the income will be received, and where the amount can be measured reliably. Income received in advance of these criteria being met is deferred as a liability.

#### **Income from Donations**

Donations includes donations and gifts, legacies, and all other income that is in substance a gift made on a voluntary basis. It also includes grants of a general nature provided by government and charitable foundations which are not conditional on delivery of certain levels or volumes of a service. The donation may be made towards the general aims of the charity (unrestricted), or towards a specific service or aim (restricted). Donations are recognised on receipt of the donation, or if earlier, at the point where there is a written obligation for a donor to pay a specified donation. Legacies are recognised at the point of probate being granted and the estate value can be estimated reliably.

#### **Income from Charitable Activities**

Income from charitable activities includes income earned from the supply of services & hall hire under contractual arrangements, and from grants that specify the provision of a particular charitable service.

Income under contractual arrangements is recognised when the income falls due under the terms of the contract.

Income from grants that are subject to performance or other conditions are recognised when the conditions are deemed met. Where a grant agreement states that funding is conditional on eligible expenditure having been made, our entitlement to income matches expenditure incurred and so we recognise income when eligible expenditure is made. Where a performance related grant is given for charitable activity to be

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

performed over a specified period of time, the entitlement arises and the income is recognised for the period of activity for which it is awarded. For example multi-year grants approved on the basis of annual budgets are recognised over the life of the multi-year charitable activity in line with the approved annual

### (b) Expenditure

All expenditure is accounted for on an accruals basis and has been classified under the related activity. The expenditure comprises direct expenditure including direct staff cost attributable and allocated support cost where funded. Support costs represent central operational overheads such as Finance, Human Resources, Information Technology, and Office Services incurred in provision of services and the costs of governing the organisation. Support costs are allocated to activities on the basis of a percent on top of the expenditure supported as this is deemed the most appropriate measure of how such resources are used.

Expenditure on raising funds are those costs incurred in attracting donations and legacies. Charitable activities include expenditure associated with the provision of service to the beneficiaries and stakeholders of the charity, and cover both direct cost and allocated support cost relating to these activities.

### (c) Fund accounting

The charity maintains various types of funds as follows:

#### Unrestricted funds

General unrestricted funds represent funds which are expendable at the discretion of the Trustees in the furtherance of the objects of the charity.

Designated funds are unrestricted funds transferred from general funds and set aside at the discretion of the Board of Trustees for particular purposes. The Trustees review the composition of the funds annually in order to assess their continued use and make new reserves in line with the future strategy of the charity.

The current status of designated and general funds is disclosed in note 10.

#### Restricted funds

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the donors. The aim and use of key restricted funds are set out in note 15b to the financial statements.

### (d) Tangible fixed assets and depreciation

Tangible fixed assets purchased for the charity's purposes and costing more than £150.00 are capitalised and included at cost, including any incidental expenses of acquisition. Depreciation is calculated so as to write off tangible assets on a straight line basis over the expected useful lives as follows:

Office Equipment	3 Years
Plant & machinery	3 Years
Computer equipment	4 Years

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### (e) Value added tax

The Charity is not registered for VAT.

### (f) Pensions

The organisation operates a defined contribution pension scheme for employees and the amount charged to the Statement of Financial Activities in respect of pension costs and other post-retirement benefits is the contributions payable in the year. Differences between contributions payable in the year and contributions actually paid are shown as a liability in the balance sheet. The pension scheme is provided by NEST. See note 15.

### (g) Finance and operating leases

Rentals applicable to operating leases, where substantially all the benefits and risk of ownership remain with the lessor, are charged to the Statement of Financial Activities over the period in which the cost is incurred. The charity has no assets under finance leases which confer rights and obligations similar to those attached to owned assets.

### (h) Provision for liabilities

Provision for liabilities only arises where the charity has a legal or constructive obligation to meet future liabilities.

### (i) Critical accounting estimates and areas of judgement

In the view of the trustees in applying the accounting policies adopted, no judgements were required that have a significant effect on the amounts recognised in the financial statements nor do any estimates or assumptions made carry a significant risk of material adjustment in the next financial year. There are no critical accounting estimates in these accounts.

### (j) Other financial instruments

The charity only has financial assets and liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value. Fixed assets are recorded at depreciated historical cost and investments are recorded at fair value, being the closing market rate. All other assets and liabilities are recorded at cost which is their fair value.

#### i. Cash and cash equivalents

Cash and cash equivalents include cash at bank and in hand and short term deposits with a maturity date of three months or less.

#### ii. Debtors and creditors

Debtors and creditors receivable or payable within one year of the reporting date are carried at their transaction price.

#### iii. Stock

The Charity does not hold stock.

### (k) Taxation

The charity is exempt from taxation on its income and gains falling within the Corporation Tax Act 2010 as all income and gains are applied to charitable purposes.

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### 2. Total income by activity

	2022-23 Unrestricted Funds £	2022-23 Restricted Funds £	2022-23 Total Funds £	2021-22 Total Funds £
<i>Charitable activities:</i>				
Grant - P2C Global Gardener, Toasty Tuesdays, Heritage & Culture Club	-	10,000	10,000	-
Membership Income	706	-	706	305
Cash & Non Cash donations	762	-	762	638
Swindon Lottery Income	570	-	570	1,274
Bingo Events	118	-	118	-
Heritage Talks	196	-	196	-
Car boot	221	-	221	-
Grant income	-	-	-	15,784
	-	-	-	-
	-	-	-	-
	2,572	10,000	12,572	18,000
<i>Other income:</i>				
Hall hire	48,131	-	48,131	39,284
Car park hire	1,160	-	1,160	330
	49,291	-	49,291	39,614
<b>Total income</b>	<b>51,863</b>	<b>10,000</b>	<b>61,863</b>	<b>57,614</b>

**THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED**

**NOTES TO THE FINANCIAL STATEMENTS**

**3. Total expenditure by activity**

	<b>2022-23</b>	<b>2022-23</b>	<b>2022-23</b>
	<b>Direct</b>	<b>Support</b>	<b>Total</b>
	<b>expenses</b>	<b>expenses</b>	<b>Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Charitable Activities	8,597	3,221	11,818
Other income	17,953	5,376	23,330
<b>Total expenditure 2022-23</b>	<b>26,550</b>	<b>8,597</b>	<b>35,147</b>

	<b>2021-22</b>	<b>2021-22</b>	<b>2021-22</b>
	<b>Direct</b>	<b>Support</b>	<b>Total</b>
	<b>expenses</b>	<b>expenses</b>	<b>Funds</b>
	<b>£</b>	<b>£</b>	<b>£</b>
Charitable Activities		1,197	1,197
Other income	15,273	12,896	28,169
<b>Total expenditure 2021-22</b>	<b>15,273</b>	<b>14,093</b>	<b>29,366</b>

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### 4. Total expenditure by category

	2022-23 Unrestricted Funds £	2022-23 Restricted Funds £	2022-23 Total Funds £
Direct costs	17,953	8,597	26,550
Support costs:			-
Advertising & Marketing	362		362
Insurance	4,656		4,656
IT Software, Subscriptions & Office supplies	1,052		1,052
Governance - other costs	2,503	23	2,526
	8,574	23	8,597
<b>Total expenditure</b>	<b>26,527</b>	<b>8,620</b>	<b>35,147</b>

	2021-22 Unrestricted Funds £	2021-22 Restricted Funds £	2021-22 Total Funds £
Direct costs	15,273		15,273
Support costs:			
Advertising & Marketing	5,840		5,840
Insurance	1,367		1,367
IT Software, Subscriptions & Office supplies	1,106		1,106
Governance - other costs	5,780		5,780
<b>Total expenditure</b>	<b>29,366</b>	-	<b>29,366</b>

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### 5. Staff costs

	2022-23 Total Funds £	2021-22 Total Funds £
Wages & salaries	29,325	18,491
Staff Expenses	723	141
Employer's pension contribution	557	-
Consultancy & Subcontractor staff	14,326	12,840
<b>Total staff costs</b>	<b>44,930</b>	<b>31,471</b>

Consultancy & Subcontractor staff was Community Opportunity & admin support.

### 6. Staff numbers

	Average for year	
	2022-23 Total	2021-22 Total
Employed Staff	4.0	2.0

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### 7. Stock

	2022-23	2021-22
	£	£
No stock is held	-	-
<b>Total stock</b>	<b>-</b>	<b>-</b>

### 8. Debtors

	2022-23	2021-22
	£	£
Trade debtors	1,559	-
MIT Cricketers	21,704	-
Mechanics Enterprise	-	6,177
Andrew White	480	-
<b>Total debtors</b>	<b>23,743</b>	<b>6,177</b>

### 9. Creditors: Amounts falling due within one year

	2022-23	2021-22
	£	£
Trade creditors	2,914	-
Mechanics Enterprise	2,391	-
Taxation, social security & pensions	610	-
Accruals & deferred income	580	480
<b>Total creditors</b>	<b>6,495</b>	<b>480</b>

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### 10. Unrestricted and restricted funds

Restricted Funds	2022-23 Income	2022-23 Expenditure	31-May Closing balance
	£	£	£
Grant - P2C Global Gardener, Toasty Tuesdays, Heritage & Culture Club	10,000	8,620	1,380
<b>Total restricted funds 2022-23</b>	<b>10,000</b>	<b>8,620</b>	<b>1,380</b>

These grants were awarded for the following purposes:

#### Grant - P2C Global Gardener, Toasty Tuesdays, Heritage & Culture Club

This is to provide free services for the following groups:

Global Gardener: To provide local people with an allotment to grow fruit & vegetables in the local community.

Toasty Tuesdays: To provide the local community toast & a warm place to go during winter months.

Heritage & Culture Club: To explore local heritage & culture with the community.

Unrestricted funds	2021-22 C/F	2022-23 Income	2022-23 Expenditure	31-May Closing balance
	£	£	£	£
Total unrestricted funds	115,800	51,863	73,381	(21,518)
Total restricted funds	-	10,000	8,620	1,380
<b>Total funds 2022-23</b>	<b>115,800</b>	<b>61,863</b>	<b>82,001</b>	<b>95,662</b>

### 11. Fees payable to Accountant / Independent Examiner

	2022-23 Total Funds £	2021-22 Total Funds £
Statutory audit fee - y/e 31 May 2023	580	480
Independent examination fee - y/e 31 March 2023	125	125
Other Accounting Fees inc. Payroll, Bookkeeping, Meetings & switching software	1,219	465
<b>Total fees payable to auditor / independent examiner</b>	<b>1,924</b>	<b>1,070</b>

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

## NOTES TO THE FINANCIAL STATEMENTS

### 12. Analysis of net assets between funds

As at 31 May 2023	Unrestricted Funds £	Restricted Funds £	Total Funds £
Net current assets	94,282	1,380	95,662
<b>Total net assets</b>	<b>94,282</b>	<b>1,380</b>	<b>95,662</b>

As at 31 March 2021	Unrestricted Funds £	Restricted Funds £	Total Funds £
Net current assets	109,167	-	109,167
<b>Total net assets</b>	<b>109,167</b>	<b>-</b>	<b>109,167</b>

### 13. Trustees' expenses

None of the trustees of the charity received any remuneration during the current or prior year.

No travel and subsistence expenses were incurred by the trustees in the course of carrying out their duties (2022: no trustees).

No other volunteering expenses were incurred by the trustees in the course of other regular volunteering for the charity (2022: no trustees).

	2022-23 Total Funds £	2021-22 Total Funds £
<b>Total trustees' expenses</b>	-	-
<b>Number of trustees claiming expenses</b>	-	-

### 15. Pensions

The charity is a member of a defined contribution pension scheme, NEST, operated by the UK government. Contributions are payable based on salary level, as defined by the NEST scheme.

Total employer contributions paid for the year were £557.15 (2022: £0). Contributions totalling £118.19 (2022: £0) were payable to the fund at the balance sheet date in respect of 1 employee.

The basis used for allocating the liability and expense between activities and between restricted and unrestricted funds is the same basis as used for charging staff salaries in relation to the relevant pension contributions, based on hours worked for each project.

# THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED

REGISTERED COMPANY NUMBER: 3059960 (England and Wales)

REGISTERED CHARITY NUMBER: 1048961

## Independent Examiner's Report to the Trustees of THE NEW MECHANICS' INSTITUTION PRESERVATION TRUST LIMITED for the year ended 31 May 2023

This report is for the charity trustees which explains my examination of the accounts of the Company for the year ended 31 May 2023.

### Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

### Responsibilities and basis of report

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

### Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act 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; or
4. the accounts have not been prepared Asset Accounting (Swindon) Ltd Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

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.

**Emma Goodwin FMAAT**  
**AAT Fellow Member in Practice**

## Structure, Governance and Management

### Board of trustees

The New Mechanics Institution Preservation Trust is a registered charity and company limited by guarantee. Its activities are governed by and set out in the Memorandum and Articles, which are available to members on request.

The Trust has a Board of Trustees who meet monthly and are responsible for the strategic direction and policies of the charity. Board members come from a variety of professional backgrounds relevant to the work of the charity. Lead Trustees are nominated by the Board to oversee the management of key projects and of buildings in the Trust's care, supported where relevant by sub-committees.

Trustees are elected by the members at each Annual General Meeting, as detailed in the governing Memorandum and Articles. Additional Trustees may be co-opted during the year by a majority vote by the existing members of the Board. Trustees complete an induction designed to introduce the charity's structure, strategy and aims, policies and procedures, ensuring they are fully aware of their responsibilities. This is delivered through a combination of reading material, meetings with trustees and site visits.

### Staff and volunteers

The Trust employs a staff team to support the day-to-day operations of the charity. In the financial year this included a Facilities Manager, a Bookings Manager, a Community Engagement lead and a Grants Officer.

Volunteers are valued and important partners in delivering the Trust's work and play many different roles, bringing skills in everything from administration, gardening and research to building maintenance, event management and graphic design.

### Membership

The Trust has a membership model, with members paying an annual subscription to support the charity, in return for regular updates on its work and priority access to special events. Members are entitled, and invited, to join the Annual General Meeting. Here they receive the Annual Report and Accounts, vote on the appointment of new trustees and submit questions to the Board.

Membership remained consistent during the financial year. The Trust also registered as a recipient of the Swindon Community Lottery, which raises funds for local causes.

## Legal and Administrative details

Charity name:	New Mechanics' Institution Preservation Trust
Charity registration number:	1048961
Company registration number:	3059960
Charity's registered address:	Central Community Centre, Emlyn Square, Swindon SN1 5BP
Bankers	Barclays Bank UK plc
Accountants & Independent examiners	Asset Accounting (Swindon) Ltd 11-12 Market Place Faringdon, Oxfordshire, SN7 7HP

## Board of Trustees

Dr David Thackray	Chair
Katie Knowles	Secretary
Sally Cole	Treasurer
Robert Barrett	
Donald Brunwin	(resigned 6 December 2022)
Helen George	
Abigail Rockett	(appointed 6 December 2022)
Dr Michael Smith	(appointed 6 December 2022)
Robert Wright	



During the financial year the Board appointed Abigail Rockett and Dr Michael Smith as trustees. The Board also co-opted Aaron Marchant to the Board of Trustees, subject to election at the next Annual General Meeting.

The Trustees would like to thank Donald Brunwin, one of the founders of the organisation, who stood down as trustee during this period after 27 years of service. The Board particularly recognised his contribution as treasurer and his work on architectural plans for many of the Trust's projects.

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

<b>Signature</b>		
<b>Full name</b>	Dr David Thackray	Sally Cole
<b>Position</b>	Chair	Treasurer
<b>Date</b>	4 November 2023	4 November 2023