

Charity Registration No. 1074713

Company Registration No. 03719976 (England and Wales)

**THE PORT SUNLIGHT VILLAGE TRUST**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

# THE PORT SUNLIGHT VILLAGE TRUST

## LEGAL AND ADMINISTRATIVE INFORMATION

---

<b>Trustees</b>	Miss E R Chaplin Mr J R Cocker Mr P D De Figueiredo Mr S Connolly Mr J Jones Mr R C Young (Chair) Mrs E R V McArdle Mr Stuart Barnes	(Appointed 22 September 2020)
<b>Secretary</b>	Mr P Harris	
<b>Charity number</b>	1074713	
<b>Company number</b>	03719976	
<b>Principal address</b>	23 King George's Drive Port Sunlight Wirral CH62 5DX	
<b>Registered office</b>	23 King George's Drive Port Sunlight Wirral CH62 5DX	
<b>Auditor</b>	DSG Castle Chambers 43 Castle Street Liverpool L2 9TL	

---

# THE PORT SUNLIGHT VILLAGE TRUST

## CONTENTS

---

	<b>Page</b>
Trustees' report	1 - 10
Statement of Trustees' responsibilities	11
Independent auditor's report	12 - 14
Statement of financial activities	15
Balance sheet	16
Statement of cash flows	17
Notes to the financial statements	18 - 35

---

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 MARCH 2021

---

The trustees present their report and financial statements for the year ended 31 March 2021.

The registered name of the Charity is The Port Sunlight Village Trust (PSVT). The Charity number and company registration number are shown on the first page of this document along with details of the registered office and The PSVT's professional advisers. All the trustees who served during the year are listed below.

PSVT is a company limited by guarantee.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charitable company's Memorandum and Articles of Association, the 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 (FRS 102) (effective 1 January 2019)".

### Objectives and activities

#### Objects

PSVT's objects are to preserve and maintain the Port Sunlight Conservation Area and to promote understanding of the ideas underlying its foundation and development.

PSVT developed a new corporate vision and mission during 2019, which continue to underpin all of its strategic decisions and activities:

#### Vision:

'Port Sunlight, an inspiring place to live, work and visit'

#### Mission:

'We are guardians of a unique and beautiful village, working with its community to ensure a great quality of life for residents and to celebrate William Lever's amazing legacy through cultural and learning experiences for all.'

#### Activities

PSVT is located in Port Sunlight Village, Wirral. The main activities of PSVT are the management and maintenance of houses and public buildings for rent, the management of the landscape and preservation of the built environment, and the provision of a museum and educational facilities. PSVT has received an annual covenant from Unilever PLC; an extension of this funding until 2022/23 was negotiated in 2018/19. PSVT obtains rental income from its residential and commercial properties, and income from its museum, gift shop and venue hire.

#### Impact of Covid-19

PSVT's activity was significantly impacted by the Covid-19 pandemic during the year. The museum and community hub at Bridge Cottage closed in line with government legislation, and the new visitor attraction 'SoapWorks' was unable to open as planned. Delivery of the planned maintenance programme was affected, and progress against objectives in the strategic plan was slower than anticipated.

However, PSVT responded quickly and effectively to emerging Government guidance, ensuring Health & Safety requirements were met, maintaining an emergency repairs service to tenants, continuing with vital community work and managing its people well. The organisation was able to secure several grants to adapt its stakeholder engagement activity, generate income and help prepare for a Covid-safe reopening of the visitor attraction, and was also able to make use of the Coronavirus Job Retention Scheme to place up to 70% of its total workforce on furlough. Staff on furlough received full pay for the duration of the scheme.

The principal source of income from property rentals was largely unaffected, and the drop in visitor income was largely offset by grant funding. Going forward, PSVT's unique business model puts the organisation in a strong position to recover from the pandemic; the asset base is large, and the main source of income remains relatively stable. It is therefore expected that PSVT will be able to successfully implement its recovery plans without sustaining any long-term negative effects.

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2021*

---

### **Strategy**

PSVT operates a business model which should enable it to continue with existing activities whilst also maintaining the houses, public buildings and landscape in the ownership of PSVT after the extended covenant from Unilever plc expires. This involves a combination of cash generation and increased revenue from the provision of housing units for rent coupled with a programme of refurbishment and re-let for its current housing stock.

### **Management of Houses for Rent**

Approximately 21% of PSVT's tenants have secure tenancies and this proportion is slowly reducing. Upon cessation of a secure tenancy, PSVT is able to re-let the property on an Assured Shorthold tenancy at an open market rental. There remains a significant disparity between open market rentals and rents for secure tenancies that are certified by rent officers, so in the long term PSVT can expect to generate significantly improved revenue from its housing stock.

All of PSVT's housing stock is subject to a five-yearly external cyclical maintenance programme.

The Trustees have in place an integrated plan to achieve the long term sustainability of PSVT and the village. Significant ongoing investment in PSVT's residential properties has been agreed to embark on a comprehensive programme of planned maintenance.

The stock condition survey results received from Rand Associates in December 2018 have formed the basis of the Planned Maintenance Programme for PSVT residential properties. Using this information, an annual budget will be set aside for internal improvement works to residential properties. The works include new kitchens, bathrooms and central heating, and will be carried out in date order of required replacement. The first improvements commenced in the year with a number of boiler replacements.

A planning application for an additional 12 town houses in Wharf Street was determined by the local authority in early 2012, and during 2015/16 the site was piled to ensure the permanency of the planning consent. During this year, consultants have reviewed the existing plans, and have carried out some feasibility analysis to determine the most appropriate way forward. It is anticipated that work will begin on the site early in 2022/23.

PSVT has developed a comprehensive Asset Management Strategy & Action Plan to ensure the effective management of its assets, so that buildings, land, garages, memorials and monuments are managed in a way that optimises the interests of the business, whilst also meeting Health & Safety statutory compliance requirements.

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2021*

---

### **Management of the Landscape**

A need for a comprehensive Landscape Management Plan has been recognised, that will bring together many different strands such as the village wide cyclical regenerative planting plan, a tree strategy, plans to improve ecological diversity within Port Sunlight and specialist plans for our Registered Landscapes. This will also involve proactively managing machinery and vehicles used by the Landscape Team to avoid escalating repair costs and reducing the need for unbudgeted capital expenditure due to unexpected machine failure.

### **Management of the Commercial Estate**

All principal buildings owned by PSVT are included in a five-yearly cyclical maintenance programme for exterior joinery, painting and roof works, in addition to day to day maintenance where determined by the lease arrangements.

### **Conservation Management Plan**

In 2018/19 PSVT's new 10-year Conservation Management Plan (CMP) was adopted by the Board of Trustees and Wirral Borough Council. The CMP provides structure and a timeframe for PSVT and stakeholders to deliver work that ensures the long-term sustainability and enhancement of the heritage in the village. In 2020/21, year 3 of the CMP, work focused on the delivery of design guidelines for new works, the commissioning of condition assessments for the Boating Pond & Sea Piece and the Leverhulme Memorial, and the completion of an environmental sustainability strategy for the organisation. The organisation also concluded an asset & property income generation strategy, working with Creative Heritage Consultants. The strategy identifies new uses for key public buildings and land to support the financial sustainability of PSVT and the long-term survival of Port Sunlight's heritage.

### **Museum**

PSVT worked with Outside Studios to complete an interpretive masterplan for the site mapping out how the organisation will interpret the village story in the future, as part of a drive to develop new audiences and increase access to Port Sunlight's heritage. A tender for a new cross-reality experience was also advertised, funded by the Interreg MMIAH programme.

### **Fundraising**

In spite of the pandemic, PSVT launched a new fundraising campaign, the Port Sunlight Lottery, targeting internal stakeholders in the first instance. Dedicated fundraising pages were also introduced on the PSVT corporate website to increase awareness of the organisation's campaigns and enable online giving for the first time.

### **Black Lives Matter**

A task & finish group was formed comprising members of the PSVT Board and Leadership Team to lead the organisation's response to the Black Lives Matter movement and the threats to our heritage focusing on the Leverhulme Memorial. Partnerships were also formed with the Institute of Cultural Practices at the University of Manchester, National Museums Liverpool and Unilever Port Sunlight to develop a long-term research programme for the village to better understand the site's contested heritage.

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2021*

---

### **Achievements and performance**

#### **Landscape**

As part of the development of a Tree Strategy, a comprehensive arboricultural survey was commissioned and completed in January 2020. This assessed the condition of all trees owned and managed by PSVT, mapping them using GPS software for the first time. All high and medium priority works suggested by the tree survey have been completed, leaving low level aesthetic improvement works to be completed in 2021/2022. This survey and associated works ensures PSVT's compliance with industry best practice and will be repeated on a 5 yearly basis. The Tree Strategy will use the data collected to plan future works.

Phase 2 of the planting plan was completed, this involved regenerative planting in the Dell and in the Diamond Rose Gardens.

A change in working practices for the landscape team has seen the delegation of additional horticultural responsibilities to individual gardeners; this has improved staff morale and productivity, and will improve overall maintenance standards.

#### **New Ferry Regeneration**

Throughout the development of PSVT's new asset & property income generation strategy, the organisation kept in close contact with officers at Wirral Council. Both organisations were keen to ensure future developments were complementary, that the needs of the local community were met, and that the integrity of Port Sunlight's boundary areas is maintained.

#### **Port Sunlight Museum**

Port Sunlight Museum remained closed throughout 2020/21 and the organisation was forced to permanently close its tea room. However, the workforce successfully adapted its activity to ensure the village heritage was still interpreted, engagement with existing and new audiences continued, and income was generated. Some of this activity was supported through Emergency Response Funding. Activity included an enhanced digital offer, the provision of Covid-19 safe guided tours, a new online ticketing platform, and the introduction of food and drink concessions on the museum green.

#### **Community**

The community hub at Bridge Cottage was also forced to remain closed throughout 2020/21. However, a fantastic programme of online and onsite activity was delivered for residents and members of the wider local community free of charge. Local creative practitioners were employed to create content, from health and wellbeing experts to artists, chefs to beauty therapists. Most of the activity was funded through Emergency Response Funding and PSVT was able to engage with more members of the local community than ever before. The organisation also supported resident-led initiatives designed to support those most affected by the pandemic.

Through Historic England funding, PSVT commissioned CounterCulture to work with the community and key stakeholders to understand the impact of Covid-19 on the village. A contemporary collection was also developed documenting individual and collective experiences of the pandemic, which were shared through a dedicated microsite.

#### **Equality, Diversity & Inclusion (EDI)**

EMBED and the Disability Collaborative Network were commissioned at the end of 2020/21 to undertake a review of PSVT's systems, processes and communications in relation to EDI. A funding application was also submitted to Innovate UK for a Knowledge Transfer Partnership with the University of Manchester to build capacity and expertise to work with communities to tell the full history of the village in PSVT's museum and the village public realm.

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

---

#### Recognition of Performance

PSVT achieved the Green Flag award and the Green Heritage Site accreditation in 2020. Both awards are judged at the same time with Green Flag recognising well managed parks and green spaces and Green Heritage concentrating on conservation and restoration.

Having been awarded Silver Investors in People accreditation in December 2019, an annual assessment was carried out in December 2020 to review progress. While the Covid-19 pandemic shifted some of PSVT's immediate priorities in terms of the workforce, it was recognised that the organisation had continued to demonstrate commitment to its people by ensuring support and communications were at the forefront during a difficult period; PSVT consequently retained Silver accreditation.

#### Key Performance Indicators

During 2019/20, a significant amount of PSVT's business was affected by Covid-19, including the repairs service, visitor experience and events programme. Therefore, rather than reporting on the usual framework of KPIs, the organisation's focus was on key health & safety and legislative requirements, priority repairs for tenants, the wellbeing of the workforce, and maximising funding and other available income streams.

Due to the impact of Covid-19 on a number of tenants and a change in legislation around the court process, rent arrears at the end of 2020/21 stood at 2.34% (2019/20: 1.91%). Average relet times for tendered works increased to 149 days due to the impact of lockdown on contractor availability and access to properties (2019/20: 98 days). By contrast, average sickness absence decreased in 2020/21 to 3.37% (2019/20: 7.80%); this was due to a high proportion of staff having been furloughed in the year.

#### Financial review

The financial performance of PSVT is set out in the accompanying statements. Total incoming resources amounted to £3,725,557 (2020: £3,519,217) and resources expended amounted to £2,324,280 (2020: £2,600,401). A revaluation gain was recognised in the year for £590,786 (2020: £379,602) on the heritage assets held by PSVT. Also recognised in the year is the liability in respect of the defined benefit pension scheme of £259,000. Unrestricted funds as at 31 March 2021 stood at £38,494,217 (2020: £36,765,666). PSVT had restricted funds as at 31 March 2021 of £4,512 (2020: £nil).

Loan funding was reduced to £1m at the start of the 2018/19, following a review of PSVT's financial position to support development of the 5 year strategic plan. No further loan funding has been required during the year.

#### Valuation of Residential Properties

Refurbished residential property values have been adjusted to a figure representing 15 years' rental income, while those properties which have not been refurbished remain at the original valuation of £30,000 until refurbishment work takes place. Commercial property values have been adjusted to represent 10 years' rental income based on achievable market rent. Valuations are reviewed annually.

#### Reserves

It is the policy of PSVT that ideally sufficient unrestricted funds are accumulated to cover three months day to day running costs. Any excess funds are then earmarked to finance the major expenditure requirements associated with the conservation, restoration and maintenance of the buildings and landscape and PSVT's anticipated pension liabilities.

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2021*

---

### **Risk Management & Compliance**

PSVT has a robust Risk Management Policy, which sets out how risk should be identified and assessed, and the responsibilities of those managing it. The policy is reviewed every 3 years. Risk is also included as part of the business case for any new projects or activities.

A corporate risk register identifies strategic risks, and assesses their likelihood and impact, together with the effectiveness of measures in place to mitigate the risk. Risk scores are monitored by Board and Leadership Team, to ensure that exposure is reduced to an acceptable level. Board and Leadership periodically carry out a 'deep dive' of strategic risks, to ensure that the information is relevant, complete and up to date.

Line managers are responsible for the management of operational risks within each directorate, ensuring that risks are identified, mitigated and escalated appropriately.

In previous years, PSVT has engaged with Mazars LLP to provide a comprehensive programme of internal audits across the business. A robust system of internal monitoring has now been established, to ensure that PSVT continues to adhere to the recommendations and maintain the standards of good practice achieved during the audit programme.

Early in 2020, external support was commissioned to assist PSVT in developing a full Business Continuity Plan for the organisation; this was approved by the board of trustees in June 2020 and is subject to regular review. Additional testing of the Plan is scheduled to take place in 2021/22.

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2021*

---

### **Plans for the future**

#### **Investment in Assets**

Following a full financial appraisal, the Wharf Street development will be progressed in a way which both fulfils PSVT's strategic aims and generates a financial return for the business.

#### **Landscape**

PSVT will continue to invest in the Port Sunlight Landscape, using long term planning to ensure that the quality of the gardens does not deteriorate over time. There is a recognised need to prepare the landscape for the potential challenges of climate change and to use the existing landscape to educate and promote the importance of environmental sustainability and ecological sensitivity.

A particular focus this year will be embedding the new way of working for the landscape team and ensuring all day to day and improvement work is completed to a high standard.

#### **Environmental Sustainability Strategy**

In 2021/2022 PSVT will see the implementation of its Environmental Sustainability Strategy 2021-2031 and the 1-year action plan for 2021/22. PSVT worked with The Environment Partnership (TEP) to develop its first vision and strategy for environmental sustainability. As custodian of a heritage site with a diverse set of stakeholders, PSVT has an important and exciting role to play in changing attitudes and behaviours as well as driving technological innovation in a heritage environment. It is also imperative that we ensure our heritage environment and income generating assets remain fit for purpose and competitive in the 21st century.

#### **Income Generation**

PSVT will commence the implementation of the Asset & Property Income Generation Strategy in 2021/22. Developing plans for a new visitor hub will be a priority, along with looking at staff accommodation and the storage of our collections and archive. A new fundraising & income generation strategy will also be commissioned later in the year to support our future plans.

#### **Investment in PSVT workforce**

PSVT's organisational values (Respect, Integrity, Passion, Knowledge, Creativity and Participation) will continue to be reflected across all areas of the business in order to foster a 'one team' approach. In 2020/21, a set of easily identifiable icons was developed for the corporate values to facilitate reward and recognition for the workforce.

PSVT is developing a People Management Strategy which will have a particular focus on Health & Wellbeing in the workplace. Part of the strategy will include looking at future working practices following the Covid-19 pandemic, informed in part by a staff survey carried out in April 2021.

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

*FOR THE YEAR ENDED 31 MARCH 2021*

---

### **Conservation**

PSVT will deliver year 4 of the Conservation Management Plan. One of the most significant pieces of work will be the completion of the Public Realm Strategy, including stakeholder engagement. A Significance Study will also be undertaken to support PSVT's World Heritage aspirations, and a steering group formed to drive an application to the UK's Tentative List for World Heritage Site Inscription. Condition assessments of all of PSVT's monuments will be completed so that their needs can be taken account of in our planning. All of this work will inform a review of the Conservation Management Plan which will commence at the end of 2021/22.

### **Visitor Offer**

PSVT hopes to be able re-open its museum in early summer 2021, including the new SoapWorks gallery at the Old School Room. A contemporary art installation by artist Tod Hanson is planned at the Church Hall, a project funded by Arts & Heritage and subject to delays because of Covid-19. The Church Hall will also host visiting school groups in 2021/22 with the loss of the Lyceum to SoapWorks.

### **Funded Projects**

The Interreg MMIAH project will conclude in 2021/22 with the provision of a new AR App for visitors featuring a selection of village tours,. This is an important part of PSVT's audience development strategy, and a key recommendation from recent visitor research.

### **Community**

The hub at Bridge Cottage is likely to remain closed in 2021/22 given its size and nature. However, the Church Hall will provide an indoor space for community activity throughout the winter period. The community engagement officer will also take on volunteer management, creating opportunities for the local community to participate in the life of the village and PSVT.

### **Equality, Diversity & Inclusion**

The completion of the organisational review will provide PSVT with an improvement plan that it will begin to implement in 2021/22.

### **Structure, governance and management**

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Miss E R Chaplin

Mr J R Cocker

Mr P D De Figueiredo

Mr S Connolly

Mr J Jones

Mr R C Young (Chair)

Mrs E R V McArdle

Mr Stuart Barnes

(Appointed 22 September 2020)

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

---

Under the Articles of Association, there are facilities for PSVT to register an unlimited number of Members. These Members are eligible to serve on a board of Trustees. There cannot be fewer than 4 Trustees or more than 12.

PSVT is governed by its board of Trustees with the day to day management and administration carried out by the staff team. Trustees with appropriate skills are invited to stand for election following periodic reviews of the governance skills that Trustees have. Each year one third of the Trustees stand for re-election and serve for a period of three years. A formal code of governance is in place incorporating the 9-year rule, this being the maximum period for which a Trustee may serve on the board. Trustees meet quarterly to manage the affairs of PSVT. They are assisted by the various reports provided by employees and also task & finish groups when required.

Trustees receive an induction programme and enjoy a continuous process of ongoing familiarisation in order to maintain awareness of issues relevant to the business of PSVT and also for Trustee development. The frequency and extent of this is agreed with the Chair of Trustees and organised by the Chief Executive.

None of the Trustees has any beneficial interest in the company. All of the Trustees are Members of the company and guarantee to contribute £1 in the event of a winding up.

#### **Honorary President's role**

In 2017, an Honorary President's role was created for PSVT; this role has no executive function, and the incumbent does not attend Board meetings or carry any liability. Margaret Sparks was first appointed to the role on 5th December 2017 and subsequently elected for a further period expiring on 27th September 2023. Activities during the year were limited due to the Covid-19 pandemic, but included reviewing nominations for the Sunlighter of the Year award.

#### **Management of the Business**

The day-to-day affairs of PSVT are carried out by employees through an agreed scheme of delegation, under the overall supervision of the Chief Executive. This sets out in detail the levels at which contractual commitments can be entered into and by whom and sets out where Trustee decisions are necessary in order to procure services or carry out work. The scheme is reviewed annually but is subject to review and updating in the meantime if required.

The current operating model is reviewed regularly to ensure it continues to be appropriate for the changing needs of the business.

#### **Public benefit**

The Trustees have paid due regard to the Charity Commission's guidance on public benefit in deciding the activities undertaken by the Charity during the year. The Trustees are satisfied that the information provided in the report and accounts meets the public benefit reporting requirements.

#### **Related party**

PSVT's subsidiary, Sunlight Vision Limited, is a related party. During the year this company was dormant, and is retained for future trading if required.

# THE PORT SUNLIGHT VILLAGE TRUST

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

---

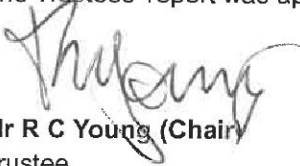
### **Auditor**

In the absence of a resolution to the contrary, DSG will continue as PSVT's auditors. It is the intention that external audit work will be tendered during 2021/22, in line with best practice and to ensure continued value for money.

### **Disclosure of information to auditor**

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The Trustees' report was approved by the Board of Trustees.



**Mr R C Young (Chair)**  
Trustee

Dated: 15 October 2021

# THE PORT SUNLIGHT VILLAGE TRUST

## STATEMENT OF TRUSTEES' RESPONSIBILITIES

*FOR THE YEAR ENDED 31 MARCH 2021*

---

The trustees, who are also the directors of The Port Sunlight Village Trust for the purpose of company law, are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that 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.

# THE PORT SUNLIGHT VILLAGE TRUST

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF THE PORT SUNLIGHT VILLAGE TRUST

---

#### **Opinion**

We have audited the financial statements of The Port Sunlight Village Trust (the 'charitable company') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

#### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

#### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

#### **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# THE PORT SUNLIGHT VILLAGE TRUST

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF THE PORT SUNLIGHT VILLAGE TRUST

---

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the Trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the Trustees' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the Trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a strategic report.

#### **Responsibilities of trustees**

As explained more fully in the statement of Trustees' responsibilities, the trustees, who are also the directors of the charitable company for the purpose of company law, are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

#### **Capability of the audit in detecting irregularities, including fraud**

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

# THE PORT SUNLIGHT VILLAGE TRUST

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF THE PORT SUNLIGHT VILLAGE TRUST

---

Discussions with and enquiries of management and those charged with governance were held with a view to identifying those laws and regulations that could be expected to have a material impact on the financial statements. During the engagement team briefing, the outcomes of these discussions and enquiries were shared with the team, as well as consideration as to where and how fraud may occur in the entity.

The following laws and regulations were identified as being of significance to the entity:

- Those laws and regulations considered to have a direct effect on the financial statements include UK financial reporting standards, Company Law, Tax and Pensions legislation, and Charity Law.
- Those laws and regulations for which non-compliance may be fundamental to the operating aspects of the charity and therefore may have a material effect on the financial statements include compliance with charitable objectives, public benefit, fundraising regulations, safeguarding and health and safety legislation.

Audit procedures undertaken in response to the potential risks relating to irregularities (which include fraud and non-compliance with laws and regulations) comprised of: inquiries of management and the Trustees as to whether the entity complies with such laws and regulations; enquiries with the same concerning any actual or potential litigation or claims; inspection of relevant legal correspondence; review of Trustee meeting minutes; testing the appropriateness of journal entries; and the performance of analytical review to identify unexpected movements in account balances which may be indicative of fraud.

No instances of material non-compliance were identified. However, the likelihood of detecting irregularities, including fraud, is limited by the inherent difficulty in detecting irregularities, the effectiveness of the entity's controls, and the nature, timing and extent of the audit procedures performed. Irregularities that result from fraud might be inherently more difficult to detect than irregularities that result from error. As explained above, there is an unavoidable risk that material misstatements may not be detected, even though the audit has been planned and performed in accordance with ISAs (UK).

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Jean Ellis BA FCA CTA (Senior Statutory Auditor)**  
for and on behalf of DSG

15 October 2021

**Chartered Accountants**  
**Statutory Auditor**

Castle Chambers  
43 Castle Street  
Liverpool  
L2 9TL

# THE PORT SUNLIGHT VILLAGE TRUST

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 MARCH 2021

		Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes						
<b>Income from:</b>							
Donations and legacies	3	1,079,632	-	1,079,632	722,221	-	722,221
Charitable activities	4	2,480,152	9,000	2,489,152	2,386,522	9,000	2,395,522
Other trading activities	5	14,332	-	14,332	296,450	-	296,450
Investments	6	2,013	-	2,013	5,980	-	5,980
Other income	7	3,523	136,905	140,428	13,562	85,482	99,044
<b>Total income</b>		<b>3,579,652</b>	<b>145,905</b>	<b>3,725,557</b>	<b>3,424,735</b>	<b>94,482</b>	<b>3,519,217</b>
<b>Expenditure on:</b>							
Charitable activities	8	2,174,082	146,438	2,320,520	2,471,042	129,359	2,600,401
Other	12	3,760	-	3,760	-	-	-
<b>Total resources expended</b>		<b>2,177,842</b>	<b>146,438</b>	<b>2,324,280</b>	<b>2,471,042</b>	<b>129,359</b>	<b>2,600,401</b>
<b>Net incoming/ (outgoing) resources before transfers</b>		<b>1,401,810</b>	<b>(533)</b>	<b>1,401,277</b>	<b>953,693</b>	<b>(34,877)</b>	<b>918,816</b>
Gross transfers between funds		(5,045)	5,045	-	(35,553)	35,553	-
<b>Net incoming resources</b>		<b>1,396,765</b>	<b>4,512</b>	<b>1,401,277</b>	<b>918,140</b>	<b>676</b>	<b>918,816</b>
<b>Other recognised gains and losses</b>							
Revaluation of tangible fixed assets		590,786	-	590,786	379,602	-	379,602
Recognition of defined benefit scheme liability		(259,000)	-	(259,000)	-	-	-
<b>Net movement in funds</b>		<b>1,728,551</b>	<b>4,512</b>	<b>1,733,063</b>	<b>1,297,742</b>	<b>676</b>	<b>1,298,418</b>
Fund balances at 1 April 2020		36,765,666	-	36,765,666	35,467,924	(676)	35,467,248
<b>Fund balances at 31 March 2021</b>		<b>38,494,217</b>	<b>4,512</b>	<b>38,498,729</b>	<b>36,765,666</b>	<b>-</b>	<b>36,765,666</b>

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# THE PORT SUNLIGHT VILLAGE TRUST

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021		2020	
		£	£	£	£
<b>Fixed assets</b>					
Tangible assets	13		361,501		381,116
Heritage assets	14		35,050,614		34,302,506
Investments	15		1		1
			<u>35,412,116</u>		<u>34,683,623</u>
<b>Current assets</b>					
Stocks	17	22,366		22,123	
Debtors	18	62,513		145,601	
Cash at bank and in hand		5,062,666		3,160,791	
			<u>5,147,545</u>	<u>3,328,515</u>	
<b>Creditors: amounts falling due within one year</b>	19	(1,145,074)		(492,679)	
Net current assets			<u>4,002,471</u>	<u>2,835,836</u>	
<b>Total assets less current liabilities</b>			<u>39,414,587</u>	<u>37,519,459</u>	
<b>Creditors: amounts falling due after more than one year</b>	20		(656,858)	(753,793)	
<b>Provisions for liabilities</b>	22		(259,000)	-	
<b>Net assets</b>			<u><u>38,498,729</u></u>	<u><u>36,765,666</u></u>	
<b>Income funds</b>					
Restricted funds	24		4,512		-
<u>Unrestricted funds</u>					
Designated funds:					
Revaluation reserve		11,495,615		10,904,829	
Other designated funds		26,398,602		25,260,837	
	25	<u>37,894,217</u>		<u>36,165,666</u>	
General unrestricted funds		600,000		600,000	
			<u>38,494,217</u>	<u>36,765,666</u>	
			<u><u>38,498,729</u></u>	<u><u>36,765,666</u></u>	

The financial statements were approved by the Trustees on 15 October 2021



Mr R C Young (Chair)

Trustee

Company Registration No. 03719976

# THE PORT SUNLIGHT VILLAGE TRUST

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

---

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	29		2,186,807		1,607,529
<b>Investing activities</b>					
Purchase of tangible fixed assets		(40,446)		(20,977)	
Proceeds on disposal of tangible fixed assets		3,700		-	
Purchase of heritage assets		(157,321)		(73,680)	
Investment income received		2,013		5,980	
<b>Net cash used in investing activities</b>			(192,054)		(88,677)
<b>Financing activities</b>					
Repayment of bank loans		(92,878)		(88,988)	
<b>Net cash used in financing activities</b>			(92,878)		(88,988)
<b>Net increase in cash and cash equivalents</b>			1,901,875		1,429,864
Cash and cash equivalents at beginning of year			3,160,791		1,730,927
<b>Cash and cash equivalents at end of year</b>			<u>5,062,666</u>		<u>3,160,791</u>

---

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

---

### 1 Accounting policies

#### Charity information

The Port Sunlight Village Trust is a private company limited by guarantee incorporated in England and Wales. The registered office is 23 King George's Drive, Port Sunlight, Wirral, CH62 5DX. The principal activities of the charity are disclosed in the Trustees' Report.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charitable company's Memorandum and Articles of Association, the 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 (FRS 102) (effective 1 January 2019)". The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £.

The accounts have been prepared under the historical cost convention, modified to include the revaluation of heritage assets at fair value. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

The trustees consider that it is appropriate to prepare the accounts on a going concern basis as the charity will be able to meet its liabilities as they fall due. In making this assessment the trustees have considered the impact of the Coronavirus which is prevalent at the time of approval of these accounts and are confident that they have adequate resources to continue to operate having taken account of current and future income streams and expenditure commitments.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the trustees for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charitable company is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charitable company has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Grants are recognised in the period to which they relate, and are allocated to either the restricted fund they are intended for, or to unrestricted funds.

#### 1.5 Expenditure

The cost headings comprise expenditure, including staff costs, directly attributable to the organisation's activities. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with the use of resources.

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

---

### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost less estimated residual value of each asset over its expected useful life, as follows:

Land and buildings	2% straight line
Plant and machinery	7% to 25% straight line
Fixtures, fittings & equipment	6% to 25% straight line
Motor vehicles	15% straight line

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Heritage assets

Heritage assets capitalised include the residential, commercial and other buildings within Port Sunlight Village including freehold land. These are stated at the trustees' assessment of open market value and are not depreciated.

Refurbished residential property is valued at a figure representing 15 years' rental income, while those properties which have not been refurbished remain at the original valuation of £30,000 until refurbishment work takes place. Commercial properties are valued at a figure representing 10 years' rental income. Valuations are reviewed annually and the trustees consider whether any impairment in valuation is required.

It is the policy of PSVT not to capitalise other heritage assets unless the trustees deem there to be a reliable estimate to determine their value. These are in effect inalienable, held in perpetuity, and are mostly irreplaceable. Any financially based valuation would be misleading to the value and significance of the material culture involved. PSVT has a clear duty of care for these assets and to make them available for the enjoyment and education of the public as far as is possible, commensurate with their long term care and preservation.

Heritage assets will be acquired when there is an opportunity to do so and PSVT feels that such a purchase will further the preservation and conservation of the area. Similarly, future disposals are not planned, as this would reduce PSVT's ability to protect the conservation of the village. Records maintained detailing the assets include Title deeds and plans. The village is accessible to the public, except in those areas where leaseholds or tenancies exist, which precludes access.

#### 1.8 Fixed asset investments

Fixed asset investments are initially measured at cost and subsequently measured at cost less any accumulated impairment losses. The investments are assessed for impairment at each reporting date and any impairment losses or reversals of impairment losses are recognised immediately in net income/(expenditure) for the year.

A subsidiary is an entity controlled by the charitable company. Control is the power to govern the financial and operating policies of the entity so as to obtain benefits from its activities.

#### 1.9 Impairment of fixed assets

At each reporting end date, the charitable company reviews the carrying amounts of its tangible and intangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

---

### 1 Accounting policies

(Continued)

#### 1.10 Stocks

Stocks are stated at the lower of cost and net realisable value.

Net realisable value is the estimated selling price less all estimated costs of completion and costs to be incurred in marketing, selling and distribution.

#### 1.11 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

#### 1.12 Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Impairment of financial assets**

Financial assets, other than those held at fair value through income and expenditure, are assessed for indicators of impairment at each reporting date. Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset, the estimated future cash flows have been affected.

If an asset is impaired, the impairment loss is the difference between the carrying amount and the present value of the estimated cash flows discounted at the asset's original effective interest rate. The impairment loss is recognised in net income/(expenditure) for the year.

If there is a decrease in the impairment loss arising from an event occurring after the impairment was recognised, the impairment is reversed. The reversal is such that the current carrying amount does not exceed what the carrying amount would have been, had the impairment not previously been recognised. The impairment reversal is recognised in net income/(expenditure) for the year.

##### **Derecognition of financial assets**

Financial assets are derecognised only when the contractual rights to the cash flows from the asset expire or are settled, or when the charitable company transfers the financial asset and substantially all the risks and rewards of ownership to another entity, or if some significant risks and rewards of ownership are retained but control of the asset has transferred to another party that is able to sell the asset in its entirety to an unrelated third party.

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

---

### 1 Accounting policies

(Continued)

#### **Basic financial liabilities**

Basic financial liabilities, including trade and other payables, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future receipts discounted at a market rate of interest. Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Accounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charitable company's contractual obligations expire or are discharged or cancelled.

#### **1.13 Employee benefits**

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charitable company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### **1.14 Retirement benefits**

PSVT is an admission body within the Local Government Pension Scheme operated by Merseyside Pension Fund, which is a multi-employer defined benefit scheme.

The net defined benefit pension liability in the balance sheet comprises the total for each plan of the present value of the defined benefit obligation (using a discount rate based on high quality corporate bonds), less the fair value of plan assets out of which the obligations are to be settled directly. Fair value is based on market price information, and in the case of quoted securities is the published bid price.

#### **1.15 Irrecoverable VAT**

Input VAT that cannot be recovered is included in resources expended.

#### **1.16 Taxation**

The Port Sunlight Village Trust is a registered charity and is thus exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or s256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the Charity.

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

---

### 2 Critical accounting estimates and judgements

In the application of the charitable company's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

#### Critical judgements

##### Heritage asset valuation

Heritage assets are based on trustee valuation, which is reviewed annually. The valuation method adopted by the trustees is disclosed within the accounting policies.

### 3 Donations and legacies

	<b>Unrestricted funds 2021 £</b>	Unrestricted funds 2020 £
Donations and gifts	982	7,988
Grants and sponsorship receivable	1,078,650	714,233
	<u>1,079,632</u>	<u>722,221</u>

Included within grants and sponsorship receivable is £194,117 (2020: £nil) relating to grants received in respect of the Coronavirus Job Retention Scheme.

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 4 Charitable activities

	Residential rent	Commercial rent	Service charges receivable	Total 2021	Residential rent	Commercial rent	Service charges receivable	Total 2020
	2021	2021	2021	£	2020	2020	2020	£
Charitable rental income	2,148,604	331,548	-	2,480,152	2,131,999	254,523	-	2,386,522
Other income	-	-	9,000	9,000	-	-	9,000	9,000
	<u>2,148,604</u>	<u>331,548</u>	<u>9,000</u>	<u>2,489,152</u>	<u>2,131,999</u>	<u>254,523</u>	<u>9,000</u>	<u>2,395,522</u>
Analysis by fund								
Unrestricted funds	2,148,604	331,548	-	2,480,152	2,131,999	254,523	-	2,386,522
Restricted funds	-	-	9,000	9,000	-	-	9,000	9,000
	<u>2,148,604</u>	<u>331,548</u>	<u>9,000</u>	<u>2,489,152</u>	<u>2,131,999</u>	<u>254,523</u>	<u>9,000</u>	<u>2,395,522</u>

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 5 Other trading activities

	<b>Unrestricted funds 2021 £</b>	Unrestricted funds 2020 £
Activities for generating funds	14,332	296,450

### 6 Investments

	<b>Unrestricted funds 2021 £</b>	Unrestricted funds 2020 £
Interest receivable	2,013	5,980

### 7 Other income

	<b>Unrestricted funds 2021 £</b>	<b>Restricted funds 2021 £</b>	<b>Total 2021 £</b>	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Other income	3,523	136,905	140,428	13,562	85,482	99,044

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 8 Charitable activities

	2021 £	2020 £
Staff costs	944,738	1,015,138
Depreciation and impairment	52,600	57,623
Administration costs	318,565	387,125
Property costs	647,957	749,536
Other costs	139,481	139,559
Finance costs	35,497	53,360
	<u>2,138,838</u>	<u>2,402,341</u>
Share of governance costs (see note 9)	181,682	198,060
	<u>2,320,520</u>	<u>2,600,401</u>
<b>Analysis by fund</b>		
Unrestricted funds	2,174,082	2,471,042
Restricted funds	146,438	129,359
	<u>2,320,520</u>	<u>2,600,401</u>

### 9 Support costs

	Support costs £	Governance costs £	2021 £	Support costs £	Governance costs £	2020 £
Audit fees	-	8,055	8,055	-	7,865	7,865
Legal and professional	-	173,585	173,585	-	187,895	187,895
Trustees' expenses	-	42	42	-	2,300	2,300
	<u>-</u>	<u>181,682</u>	<u>181,682</u>	<u>-</u>	<u>198,060</u>	<u>198,060</u>
Analysed between Charitable activities	<u>-</u>	<u>181,682</u>	<u>181,682</u>	<u>-</u>	<u>198,060</u>	<u>198,060</u>

### 10 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year.

The cost of providing indemnity insurance for the Trustees and employees totalled £4,661 (2020: £4,661).

During the year, the trustees received a total of £nil (2020: £543) in expenses from the charity.

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 11 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Direct charitable	48	50

#### Employment costs

	2021 £	2020 £
Wages and salaries	832,269	903,379
Social security costs	67,291	68,721
Other pension costs	45,178	43,038
	<u>944,738</u>	<u>1,015,138</u>

The number of employees whose annual remuneration was £60,000 or more were:

	2021 Number	2020 Number
£90,001 - £100,000	1	1

### 12 Other

	Unrestricted funds 2021	Unrestricted funds 2020
Net loss on disposal of tangible fixed assets	3,760	-

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 13 Tangible fixed assets

	Land and buildings	Plant and machinery	Fixtures, fittings & equipment	Motor vehicles	Total
	£	£	£	£	£
<b>Cost</b>					
At 1 April 2020	359,121	110,602	441,665	73,476	984,864
Additions	-	26,721	13,725	-	40,446
Disposals	-	(10,280)	-	-	(10,280)
<b>At 31 March 2021</b>	<b>359,121</b>	<b>127,043</b>	<b>455,390</b>	<b>73,476</b>	<b>1,015,030</b>
<b>Depreciation and impairment</b>					
At 1 April 2020	57,469	102,604	371,927	71,749	603,749
Depreciation charged in the year	7,188	8,479	36,933	-	52,600
Eliminated in respect of disposals	-	(2,820)	-	-	(2,820)
<b>At 31 March 2021</b>	<b>64,657</b>	<b>108,263</b>	<b>408,860</b>	<b>71,749</b>	<b>653,529</b>
<b>Carrying amount</b>					
At 31 March 2021	294,464	18,780	46,530	1,727	361,501
At 31 March 2020	301,652	7,998	69,739	1,727	381,116

### 14 Heritage assets

	Residential, commercial and other
	£
At 1 April 2020	34,302,507
Purchases	157,321
Revaluation	590,786
<b>At 31 March 2021</b>	<b>35,050,614</b>

Heritage assets capitalised include the residential, commercial and other buildings within Port Sunlight Village including freehold land. These are stated at the trustees' assessment of open market value which are reviewed annually and is not depreciated.

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 15 Fixed asset investments

	Other investments
<b>Cost or valuation</b>	
At 1 April 2020 & 31 March 2021	1
<b>Carrying amount</b>	
At 31 March 2021	1
At 31 March 2020	1

	Notes	2021 £	2020 £
Other investments comprise:			
Investments in subsidiaries	16	1	1

### 16 Subsidiaries

Details of the charitable company's subsidiaries at 31 March 2021 are as follows:

Name of undertaking	Registered office	Nature of business	Class of shares held	% Held	
				Direct	Indirect
Sunlight Vision Limited	23 King George's Drive, Port Sunlight, Wirral, CH62 5DX	Dormant	Ordinary	100.00	

### 17 Stocks

	2021 £	2020 £
Raw materials and consumables	22,366	22,123

### 18 Debtors

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Trade debtors	44,109	80,782
Prepayments and accrued income	18,404	64,819
	62,513	145,601

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 19 Creditors: amounts falling due within one year

	Notes	2021 £	2020 £
Bank loans	21	96,935	92,878
Other taxation and social security		83,295	85,453
Deferred income		762,727	73,845
Trade creditors		125,209	104,050
Other creditors		44,327	35,700
Accruals and deferred income		32,581	100,753
		<u>1,145,074</u>	<u>492,679</u>

### 20 Creditors: amounts falling due after more than one year

	Notes	2021 £	2020 £
Bank loans	21	<u>656,858</u>	<u>753,793</u>

### 21 Loans and overdrafts

	2021 £	2020 £
Bank loans	<u>753,793</u>	<u>846,671</u>
Payable within one year	96,935	92,878
Payable after one year	<u>656,858</u>	<u>753,793</u>

Bank loans amounting to £753,793 (2020: £846,671) are secured by legal charges over a number of PSVTs residential properties.

The loan financing is in the form of secured loans with a fixed interest rate which are currently in line with market rates.

### 22 Provisions for liabilities

	Notes	2021 £	2020 £
Retirement benefit obligations	23	<u>259,000</u>	-
		<u>259,000</u>	<u>-</u>

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 23 Retirement benefit schemes

##### Defined contribution schemes

The charitable company operates a defined contribution pension scheme for all qualifying employees. The assets of the scheme are held separately from those of the charitable company in an independently administered fund.

The charge to profit or loss in respect of defined contribution schemes was £45,178 (2020 - £43,038).

##### Defined benefit schemes

###### Key assumptions

	2021 %
Discount rate	2.1
Expected rate of increase of pensions in payment	2.8
Expected rate of salary increases	4.2
CPI inflation	2.7

###### Mortality assumptions

The assumed life expectations on retirement at age 65 are:

	2021 Years
Retiring today	
- Males	21
- Females	24.1
Retiring in 20 years	
- Males	22.6
- Females	26

The defined benefit obligations arise from plans which are wholly or partly funded.

Equity instruments	1,024,000
Debt instruments	767,000
Property	177,000
Cash	131,000
Other	473,000
	<u>2,572,000</u>

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 24 Restricted funds

The income funds of the charity include restricted funds of donations and grants held on trust for specific purposes:

	Balance at 1 April 2019		Movement in funds			Movement in funds			Balance at 31 March 2021	
	£	£	Income	Expenditure	Transfers	Income	Expenditure	Transfers	£	£
Service Charge Fund	(5,977)	9,000	9,000	(11,348)	8,325	9,000	(14,045)	5,045	-	-
10k Road Race	5,301	-	-	-	(5,301)	-	-	-	-	-
Arts Council England	-	-	-	-	-	-	-	-	-	-
History Makers AIM BIFFA	-	42,575	42,575	(52,104)	9,529	30,732	(30,732)	-	-	-
MOC	-	200	200	(200)	-	-	-	-	-	-
Sharing Heritage - Drawn Together	-	2,701	2,701	(2,701)	-	-	-	-	-	-
MeetingPoint 3 Commission	-	8,500	8,500	(8,500)	-	-	-	-	-	-
Oral History Project	-	2,000	2,000	(2,000)	-	-	-	-	-	-
Unilever Soap Gallery	-	10,000	10,000	(10,000)	-	-	-	-	-	-
National Lottery Heritage Fund	-	19,506	19,506	(42,506)	23,000	48,700	(44,188)	-	-	4,512
Historic England	-	-	-	-	-	57,473	(57,473)	-	-	-
	(676)	94,482	94,482	(129,359)	35,553	145,905	(146,438)	5,045	4,512	4,512

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

---

### 24 Restricted funds

(Continued)

Service Charge Fund - PSVT collects service charges from the leaseholders at Philip Leverhulme Lodge and arranges for the maintenance of communal facilities. Any unspent funds are held in the Service Charge Reserve on behalf of those leaseholders.

Arts Council England - funding provided during the Covid-19 pandemic to enable PSVT to continue with community activities during the lockdown and to prepare for re-opening the site to visitors.

National Lottery Heritage Fund - Heritage Emergency Fund - this provided emergency funding for the Museum to operate in a Covid-safe way during the pandemic.

Historic England - 'A Village in Lockdown' - funding to help understand the impact of the Covid-19 crisis on Port Sunlight.

**THE PORT SUNLIGHT VILLAGE TRUST**  
**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**  
**FOR THE YEAR ENDED 31 MARCH 2021**

**25 Designated funds**

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds		Balance at		Balance at	
	Revaluation	Transfers	Revaluation	Transfers	1 April 2020	31 March 2021	Revaluation	Transfers
	£	£	£	£	£	£	£	£
Capital Fund (including revaluation reserve)	379,602	362,668	379,602	362,668	33,655,835	590,786	50,200	34,296,821
Significant Buildings Fund	-	-	-	-	118,965	-	-	118,965
Refurbishment Fund	-	505,472	-	505,472	2,190,866	-	1,287,565	3,478,431
Pension Deficit Liability Fund	-	50,000	-	50,000	200,000	-	(200,000)	-
	379,602	918,140	379,602	918,140	36,165,666	590,786	1,137,765	37,894,217

Capital Fund - Much of the PSVT's net wealth is contained in its heritage assets, namely the 12 significant buildings, the private residences, the monuments and the landscape of Port Sunlight Village in which they are all situated, and in other land and buildings. The trustees are aiming towards designating the value of these assets in this separate fund, net of any loans secured on them, in order to distinguish it from other, more readily realisable free reserves. The revaluation fund of £11,495,615 (2020: £10,904,829) is included in this fund.

Significant Buildings Fund - PSVT has a long term maintenance programme for each of its 12 significant buildings which is met from revenue.

Refurbishment Fund - PSVT's houses and flats fall into two categories: fully modernised homes which attract a market rent and homes with Regulated tenancies let at significantly below market rents which are in need of modernisation. PSVT is committed to refurbishing the latter type as they become vacant. The process is expected to continue for 10-15 years, at an estimated cost of £1,680,000 (2020: £1,800,000) to be met largely from future surpluses. It is intended to earmark all surplus funds for this purpose.

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 26 Analysis of net assets between funds

Fund balances at 31 March 2021 are represented by:

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Tangible assets	361,501	-	361,501	381,116	-	381,116
Heritage assets	35,050,614	-	35,050,614	34,302,506	-	34,302,506
Investments	1	-	1	1	-	1
Current assets/(liabilities)	3,997,959	4,512	4,002,471	2,835,836	-	2,835,836
Long term liabilities	(656,858)	-	(656,858)	(753,793)	-	(753,793)
Provisions and pensions	(259,000)	-	(259,000)	-	-	-
	<u>38,494,217</u>	<u>4,512</u>	<u>38,498,729</u>	<u>36,765,666</u>	<u>-</u>	<u>36,765,666</u>

# THE PORT SUNLIGHT VILLAGE TRUST

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 27 Financial commitments, guarantees and contingent liabilities

PSVT holds a bond valued at £450,000 (2020: £450,000) in favour of Wirral Borough Council to cover the potential unfunded liability of providing pension benefits to those employees who are members of the local Government Pension Scheme. The bond value becomes payable to the extent that PSVT is unable to meet its financial obligations under the scheme.

### 28 Related party transactions

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows.

	2021 £	2020 £
Aggregate compensation	96,388	92,537

#### Other transactions

PSVT has a wholly owned subsidiary, Sunlight Vision Limited. At the year end this company was dormant and is retained should it be required for future trading activities.

### 29 Cash generated from operations

	2021 £	2020 £
Surplus for the year	1,401,277	918,816
Adjustments for:		
Investment income recognised in statement of financial activities	(2,013)	(5,980)
Loss on disposal of tangible fixed assets	3,760	-
Depreciation and impairment of tangible fixed assets	52,600	57,623
Movements in working capital:		
(Increase)/decrease in stocks	(243)	606
Decrease in debtors	83,088	749,364
(Decrease) in creditors	(40,544)	(128,690)
Increase in deferred income	688,882	15,790
<b>Cash generated from operations</b>	<b>2,186,807</b>	<b>1,607,529</b>

### 30 Analysis of changes in net funds

	At 1 April 2020 £	Cash flows £	At 31 March 2021 £
Cash at bank and in hand	3,160,791	1,901,875	5,062,666
Loans falling due within one year	(92,878)	(4,057)	(96,935)
Loans falling due after more than one year	(753,793)	96,935	(656,858)
	<b>2,314,120</b>	<b>1,994,753</b>	<b>4,308,873</b>